

New School or College Review Process Information for Faculty Reviewers October 2018

The review process to establish a new school or college has two steps or phases: the pre-proposal phase and the full proposal phase. Both phases involve a review by the San Diego Divisional Academic Senate, the UC Provost and the systemwide UC Academic Senate. Final approval is requested by the UC President of the UC Board of Regents. The Regents have final approval authority. The process normally takes a minimum of two years from the date a proposal is submitted for review to the date the Regents approve it.

The pre-proposal is not a final proposal. The purpose of a pre-proposal is to provide the Senate and others an opportunity to offer their input before a final proposal is drafted. Feedback from the review of the pre-proposal is taken into consideration in the drafting of the final proposal.

The Divisional Senate Chair distributes the pre-proposal for review by the Undergraduate Council (UGC), the Educational Policy Committee (EPC), and the Committee on Planning and Budget (CPB). Graduate Council (GC) is also a reviewer for proposals to establish new graduate schools. Following the reviews by UGC, EPC, CPB and GC (if applicable), the pre-proposal is discussed at Senate Council. Senate Council places the proposal on a Representative Assembly meeting agenda for a vote. Following the Divisional Senate review process, the Senate Chair reports back to the Chancellor.

If the Divisional Senate approves the pre-proposal, the Chancellor submits the pre-proposal to the UC Provost. The UC Provost submits the pre-proposal for review to the systemwide UC Academic Senate and to UCOP Academic Affairs for feedback. A systemwide Senate review then takes place, and the pre-proposal is reviewed by the University Committee on Educational Policy (UCEP) and the University Committee on Planning and Budget (UCPB). The Coordinating Committee on Graduate Affairs (CCGA) is also a reviewer for proposals to establish new graduate schools. Following the reviews by UCEP, UCPB and CCGA (if applicable), the pre-proposal is discussed at Academic Council. Academic Council's feedback is transmitted to the proponents, the UC Provost, and the Divisional Senate Chair. The feedback from UCOP Academic Affairs is also sent to the proponents, the UC Provost, and the Divisional Senate Chair.

A full (final) proposal is then drafted by the proponents, incorporating feedback from the pre-proposal phase. The full proposal is submitted through the same review process – Divisional Senate Review, systemwide Senate review and UCOP review. The full proposal must ultimately be approved by the systemwide UC Senate Academic Council before it can be submitted by the UC President to the UC Board of Regents for final approval.