

University of California Universitywide Review Process for Establishing Graduate Degree Programs

As detailed in the [Compendium: Universitywide Review Processes for Academic Programs, Academic Units, & Research Units](#), the establishment of new graduate degree programs includes:

Steps 1 & 2: Upon approval by the Divisional Senate and campus administration, the Chancellor sends all required degree program proposal material to UCOP for review by the UC Provost, the Academic Council Chair, CCGA Chair, and CCGA staff.

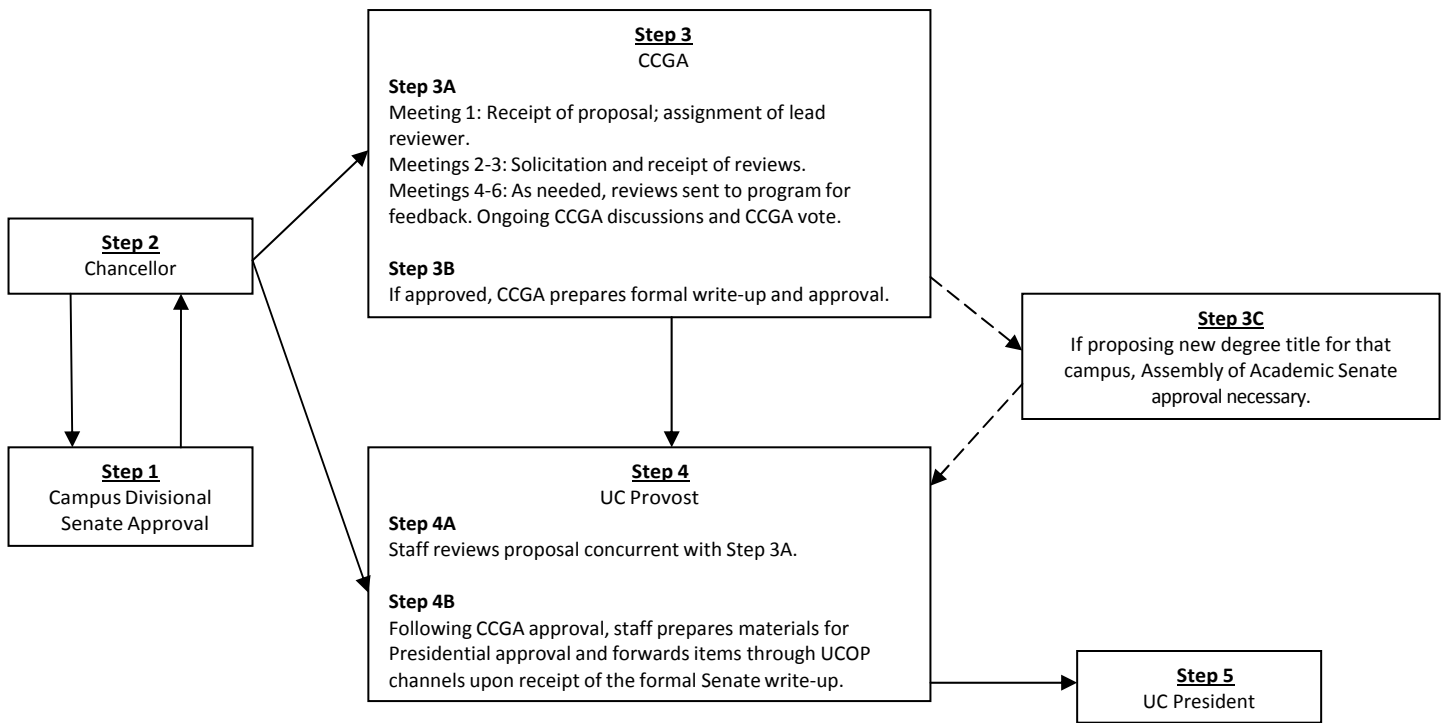
Step 3A: CCGA carries out its review, which includes: full committee discussion; dialogue with program proponents to clarify issues and modify the proposal; conversation with campus administration, if necessary; proposal review by disciplinary experts; and, in rare cases, a site visit by the CCGA lead reviewer. Review of a new graduate degree program proposal by CCGA may take up a full academic year.

Step 3B: If CCGA recommends approval of the proposed graduate degree program, the CCGA Chair transmits the committee’s approval and final report to the UC Provost with copies to the Academic Council Chair, CCGA, CCGA staff, the Divisional Chair, the campus Graduate Dean, and program proponents.

Step 3C: If the program establishes a new degree title, the Assembly of the Academic Senate needs to approve the proposed new degree title. Per Senate Bylaw 125.B.7, the Academic Council may do so if the Assembly is not scheduled to meet within 30 days. This step typically adds several weeks to the process.

Step 4: If the program is approved by the Senate, the UC Provost recommends to the President that the proposed graduate degree program be approved.

Step 5: After the President approves the proposed graduate degree program, the UC Provost notifies the campus and CCGA by e-mail of the approval, sending a copy of the President’s approval letter to the campus and the Divisional Chair.



Proposers should keep in mind that it can take up to one calendar year to decide on a proposal to establish a graduate degree-granting program:¹

Action Step		Estimated duration
CCGA review	Review by the Coordinating Committee on Graduate Affairs (CCGA) begins with full committee discussion and assignment of a lead reviewer.	2 months
	Solicitation and receipt of reviews by disciplinary experts and dialogue with program proponents to clarify issues and modify the proposal. For self-supporting programs, solicitation and receipt of review by the University Committee on Planning & Budget is also required.	6 months
	Proposal is further discussed by full committee and voted upon.	1 month
CCGA approval	If CCGA recommends approval, the CCGA Chair transmits the committee’s approval and final report to the UC Provost with copies to the Academic Council Chair, CCGA, CCGA staff, the Divisional Chair, the campus Graduate Dean, and program proponents.	1 month
Senate approval	If the program establishes a new degree title, the Assembly of the Academic Senate needs to approve the proposed new degree title. Per Senate Bylaw 125.B.7, the Academic Council may do so if the Assembly is not scheduled to meet within 30 days.	1 month
Administrative approval	If the program is approved by the Senate, the UC Provost recommends to the President that the proposed graduate degree program be approved.	3 weeks
	After the President approves the proposed graduate degree program, the UC Provost notifies the campus and CCGA by e-mail of the approval, sending a copy of the President’s approval letter to the campus and the Divisional Chair.	

More details about the CCGA review and approval process can be found in the [Coordinating Committee on Graduate Affairs Handbook](#).

¹ The amount of time a proposal takes to be approved can vary widely. Generally, proposals that require additional committee review, such as proposals to establish self-supporting programs, and those that require substantial addition/revision as a result of incomplete/unclear proposals take more time than others.

Academic Year 2019-20

Academic programs/units currently under review as of March 4, 2020

Campus	Name of Program or Unit	Degree	Campus transmittal letter date	First date as CCGA agenda item	Action Requested	Current Status
Los Angeles	Healthcare Administration	Master	3/2/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Los Angeles	Engineering	Master	3/2/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Riverside	Business Analytics	M.S.	3/2/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Los Angeles	Urban & Regional Planning	Master	2/28/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Berkeley	Development Engineering	Master	2/24/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Irvine	Doctor of Pharmacy	Pharm.D.	2/21/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Irvine	School of Pharmacy & Pharmaceutical Sciences (full proposal)		1/1/20	3/4/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.
Los Angeles	Financial Engineering--Asia Pacific	Dual Master	12/20/19	1/8/20	Establishment	Step 3A: Discussed at 3/4/20 CCGA meeting.

Academic programs/units approved during Academic Year 2019-20

Campus	Name of Program or Unit	Degree	Campus transmittal letter date	Date of CCGA approval	Action Requested	Final Status
Irvine	Medical Science	M.S.	12/23/19	2/5/20	Establishment	CCGA approval letter issued 2/12/20. Presidential approval letter sent to campus 3/26/20.
Merced	Cognitive and Information Sciences	M.S.	11/19/19	2/5/20	Establishment	CCGA approval letter issued 2/21/20. Presidential approval letter sent to campus 3/20/20.

Davis	Family Caregiving	Certificate	9/6/19		Establishment	Proposal removed from review process at 12/4/19 CCGA meeting.
Irvine	School of Pharmacy & Pharmaceutical Sciences (pre proposal)		6/24/19		Establishment	CCGA approval letter sent to Academic Council on 11/20/19. Academic Council letter sent to Provost 12/11/19.
Los Angeles	Applied Geospatial Information Systems and Technologies	Master	5/14/19	11/6/19	Establishment	CCGA approval letter issued 11/14/19. Presidential approval letter sent to campus 2/11/20.
Santa Barbara	Environmental Data Science	Master	4/30/19	6/5/19	Establishment	CCGA approval letter issued 8/12/19. Academic Council approval letter issued 9/27/19. Presidential approval letter sent to campus 10/22/19.
Irvine	Global Studies	Ph.D.	3/26/19	11/6/19	Establishment	CCGA approval letter issued 11/20/19. Presidential approval letter sent to campus 1/29/20.
Irvine	English	Master	3/21/19	12/4/19	Establishment	CCGA approval letter issued 12/12/19. Academic Council approval letter issued 1/14/20. Presidential approval letter sent to campus 3/11/20.
Santa Cruz	Human Computer Interaction	M.S.	3/20/19	4/3/19	Establishment	CCGA approval letter issued 10/4/19. Presidential approval letter sent to campus 11/8/19.
Irvine	Data Science	Master	2/11/19	12/4/19	Establishment	CCGA approval letter issued 12/12/19. Academic Council approval letter issued 1/14/20. Presidential approval letter sent to campus 3/16/20.
Santa Cruz	Environmental Art and Social Practice	M.F.A.	7/16/18	8/5/19	Establishment	CCGA approval letter issued 8/13/19. Presidential approval letter sent to campus 9/23/19.
Irvine	Presentation Design	Master	7/2/18		Establishment	Proposal removed from review process at 11/6/19 CCGA meeting.

Contact information:

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