

## Definitions, Policies, and Procedures Governing Academic Programs and Units

The following policies define academic programs and units and describe the steps required to create and change them. Created to provide direction to faculty who wish to make proposals; to staff who coordinate and advise on the review of proposals; and to academic administrators and Senate agencies charged with reviewing and approving proposals, these policies and procedures govern:

- Establishment of
  - Undergraduate Degree Programs
  - Undergraduate Emphases
  - Five-Year Combined Bachelor's-Master's Degree Programs
  - Graduate Degree Programs
  - Graduate Certificate Programs
  - Optional Graduate Emphases
  - Academic (Instructional) Units (such as departments, schools, and colleges)
  
- Changing the Name of
  - Undergraduate Degree Programs
  - Graduate Degree Programs
  - Academic Units
  
- Definitions of Academic Programs and Units
  
- Planning for New Programs and Units through the Five-Year Campus Perspective

The policies and procedures presented here have been revised to reflect changes in Universitywide processes; in the bylaws, regulations, and structure of the UCSB Academic Senate; and in the organization of the campus administration. They were approved following extensive consultation with academic administrators and Academic Senate councils and committees, including faculty executive committees. In addition, each member of the Academic Senate was invited to provide comments. The processes described here conform to existing Senate bylaws, regulations, and administrative structure, and must be reviewed on a regular basis to ensure that they remain current.

The policies reflect the responsibilities assigned to the faculty (authority to approve courses and curricula) and to the administration (authority to approve academic units). They are written to promote mutual endorsement of any proposed action because both faculty and administration support are needed for a program or unit to thrive. At any step in the review process, however, it is possible that a proposal will not be supported. In the event of an unfavorable review by a Senate council, an appeal process is available.

The present grouping does not include all policies and procedures governing academic programs and units. The outstanding ones on research centers and institutes; minors; and transfer, consolidation, disestablishment and discontinuance are in the process of being updated, and will be added to this grouping on completion and following a similar consultation and approval process.