

## **Graduate Council Program Review of Interdisciplinary Graduate Groups**

Graduate Groups are interdisciplinary academic units that have been authorized by the UC System to offer and administer a graduate-level degree or a “designated emphasis” (an interdisciplinary “minor” for doctoral students) or both. Reviews of graduate group degree programs are conducted by Graduate Council as part of its by-law authority. The Graduate Council selects from among its members a sub-committee consisting of a minimum of two faculty members and a Graduate Council student representative whose disciplinary expertise is analogous to the Graduate Group under review. The Graduate Council Chair as well as the Dean or Associate Dean of the Graduate Division join with Graduate Council sub-committee to participate in the review. The review process is coordinated by a Graduate Division Assistant Dean who also attends the review meetings and provides advice as needed.

There are six phases to the review:

- 1) self-review of the program by the Graduate Group’s core faculty,
- 2) possible requests for clarification by the sub-committee or Graduate Division,
- 3) an interview between the Graduate Council reviewers, and representatives of Group students and faculty,
- 4) presentation by the sub-committee of its findings and any recommendations to the Graduate Council for discussion,
- 5) finalization by Graduate Council of the report and recommendations to the Graduate Group, and
- 6) response by the Graduate Group’s core faculty, if requested, to issues raised by the Graduate Council review.

During the first phase, the Graduate Group program faculty are requested to write a report responding to the list of self-review questions which is attached; these questions are at times modified to better address the particular Graduate Group. To assist them in assessing the program, Graduate Division provides statistical documents concerning time to degree, applications and enrollments, diversity, student support, as well as aggregated anonymous student input from entry, mid-career, exit, and program review surveys.

When the faculty self-review is completed, the Graduate Group is asked to inform its students of the self-review and make it available to them by hardcopy or e-mail. It is sufficient to do so at the request of the student, but it is required that all students be notified of the report’s availability for perusal. The faculty self-review also identifies which faculty members and students will be participating in the Graduate Council interview. Two faculty members, in addition to the chair and the head graduate adviser are requested to attend, and at least four of the program’s students in different stages of their academic career (entry, pre-qualifying exam, advanced).

During the second phase of the review, the sub-committee peruses the faculty report, student survey results, and statistics concerning the Group. At this time the reviewers may request additional information or clarifications from Graduate Group faculty, if any are needed, to assist them in preparing for the review meeting.

The third phase of the review process consists of two sequential interviews between the Graduate Council review team and (a) the Graduate Group’s students, and (b) its faculty representatives.

During the fourth phase of the review, the reviewers report their findings to the Graduate Council and present any recommendations for its consideration.

Following the sub-committee’s presentation, the Graduate Council deliberates as a whole and finalizes the content of the final approved report to be sent to the Group (the fifth phase).

Frequently, the report delineates issues to be addressed, to which the Graduate Council requests a response concerning the Graduate Group’s intended changes (the sixth and final stage of the review).