

Graduate Council

Proposal to Perform Limited Reviews of Professional  
Schools

Table of Contents

**Exec Divisional Response - EB to GC re Limited Rev of Prof Schools\_2024-02-29** ..... 1

**GC 2024-01-24\_GC to EB re Proposal to Perform Limited Reviews of Professional Schools** ..... 2

**GC Proposal to Perform Limited Reviews of Professional Schools** ..... 3

**---Proposal to Perform Limited Reviews of Professional Schools** ..... 3

March 5, 2024

To: Brooke Scelza, Chair, Graduate Council

From: Andrea Kasko, Chair, UCLA Academic Senate

**Re: Proposal to Perform Limited Reviews of Professional Schools**

At the February 29, 2024, meeting of the Executive Board (EB), members discussed the Graduate Council's proposal to perform limited reviews of professional schools. Members approved a motion to endorse the proposal. One student representative was also in favor. Members agreed with the importance of ensuring that a rigorous review with Senate faculty oversight is in place.

Thank you for an opportunity to review this proposal.

Cc: Kathy Bawn, Vice Chair/Chair Elect, UCLA Academic Senate  
Jessica Cattelino, Immediate Past Chair, UCLA Academic Senate  
April de Stefano, Executive Director, UCLA Academic Senate  
Emily Le, Principal Policy Analyst, UCLA Academic Senate  
Adriana Rosalez, Administrative Analyst, UCLA Academic Senate

3125 Murphy Hall  
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January 24, 2024

To: Andrea Kasko, Chair, UCLA Academic Senate

From: Brooke Scelza, Chair, Graduate Council

**Re: Proposal to Perform Limited Reviews of Professional Schools**

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At its meeting on January 12, 2024, the Graduate Council discussed and approved the proposal to perform limited reviews of professional schools and the corresponding proposed amendment to Divisional Bylaw 65.2: Graduate Council (6 in favor, 0 opposed, 0 abstain; GSA Representatives: 1 in favor, 0 abstain, 0 opposed). We are submitting the proposal and amendment for your consideration and endorsement.

As outlined in the attached proposal, the primary goal of limited reviews is to establish a process by which the Graduate Council can verify the existence of rigorous and effective parallel review structures of professional programs exempt from Council oversight. The limited reviews will be focused on the conditions for admissions and degrees and faculty oversight of the following UCLA professional degree programs: MD, DDS, JD, LLM, and SJD.

Thank you for your time and consideration. If you have any questions, please contact me via Graduate Council Analyst, Emily Le, at [ele@senate.ucla.edu](mailto:ele@senate.ucla.edu).

cc: Kathleen Bawn, Vice Chair/Chair-Elect, Academic Senate  
Jessica Cattelino, Immediate Past Chair, Academic Senate  
April de Stefano, Executive Director, Academic Senate

## Proposal to Perform Limited Reviews of Professional Schools

### Proposal and Rationale

In 2008, the Academic Council approved the Coordinating Committee on Graduate Affairs (CCGA) request to reinstate CCGA's authority to approve new M.D., D.D.S., D.V.M., Pharm.D., and J.D. degree programs, consistent with CCGA's 1995 Report on Professional School Oversight. As a result of that report, the University Committee on Rules and Jurisdiction (UCRJ) took the position that graduate professional schools retain their own authority over course approvals and grading policies, but are otherwise subject to the same Senate oversight as any other graduate program. In reinstating its authority to approve new professional degrees, CCGA left the discretion of oversight of established degree programs to the Divisional Graduate Councils or their designees. Per *Appendix T: Academic Senate Oversight of Professional Schools and Role of CCGA in the Review of Professional Degrees*, Divisional Graduate Councils may delegate "their oversight responsibilities of professional schools offering the specific degrees of the M.D., D.D.S., D.V.M., Pharm.D., and J.D.". However, the Council's delegation "should be based on the existence of rigorous and effective parallel review structures within the exempted professional schools."

At present, the Graduate Council currently has no mechanism to verify the existence of rigorous and effective parallel review structures within the exempted professional schools. The Graduate Council consulted with the Committee on Rules & Jurisdiction to verify whether the Council has authority to perform limited review of these parallel review structures within the "exceptional" graduate degree programs. At their meeting on April 26, 2023, the Committee on Rules & Jurisdiction concurred with the Graduate Council's interpretation that the Council has authority to perform limited exploratory review according to the framework of *CCGA Handbook Appendix T*.

In order to foster academic excellence and shared governance, the Graduate Council proposes to conduct reviews to verify the existence of a parallel review structure and Senate faculty oversight of the following professional programs, which are currently not reviewed by the Divisional Graduate Council: M.D., D.D.S., D.V.M., Pharm.D., J.D., LL.M., and S.J.D. degrees. The proposed review will be similarly structured to the Academic Program Review, but focused on reviewing local faculty oversight as opposed to the programs themselves, and will occur on an eight-year review cycle. The Council recommends the following review schedule:

The Graduate Council recommends the following site visit schedule:

- David Geffen School of Medicine: AY2025-2026
- School of Dentistry: AY2028-2029
- School of Law: AY2031-2032

The administration and Faculty Executive Committees of professional schools under review will be notified one academic year prior to the site visit and will prepare a self-review report. A review team consisting of members of the Graduate Council will conduct a site visit and present its report to the Council. The school under review will have the subsequent academic year to respond to the review report. The

procedures for limited review are detailed in the next section. If the Council finds there is no parallel review structure or sufficient Senate faculty involvement, the Council may reassert its oversight responsibilities of professional schools with exceptional programs.

## Procedures for Limited Review

### Graduate Council Procedures for Limited Review of Professional Schools

The primary goal of limited reviews is to maintain and strengthen the quality and academic excellence of professional degree programs in which oversight has been delegated to its respective professional schools by verifying the existence of an academic review structure within the professional schools and Senate faculty oversight of the professional degree programs. The limited reviews will be focused on the conditions for admission and for degrees and will be conducted for the following professional degree programs: M.D., D.D.S., D.V.M., Pharm.D., J.D., LL.M., and S.J.D.

#### **1. Self-Review by the Unit**

The Graduate Council shall notify each school to be reviewed by the beginning of Fall Quarter of the academic year prior to the site visit, requesting the school undertake a self-review that includes an assessment of the review structure and faculty governance of its professional degree programs, including school and/or departmental bylaws. The Graduate Council will identify the information required to prepare the self-review. The school's faculty executive committee must vote on the final draft of the self-review. The results of the vote must be reported and include the number of eligible votes.

#### **2. Review Team**

The review team will ordinarily consist of at least two members of the Graduate Council.

#### **3. Site Visit Schedule**

A one-day site visit will be scheduled for the year following the self-review was submitted. The following elements will be part of each site visit: private meetings with the unit dean and/or chair; departmental chairs, the School's Faculty Executive Committee and relevant subcommittees; individual or group meetings with a representative sample of faculty involved in admissions or degree requirements; open time for faculty to sign up for individual or group meetings; and unscheduled time when the review team may meet with other relevant stakeholders.

#### **4. Program Review Report**

After the site visit, the review team will submit a report and its findings to the Graduate Council for approval, closure, and other related actions. The approved final report will be sent to the appropriate administrators, unit dean and/or chair, chair of the relevant Faculty Executive Committee, and relevant Academic Senate committees and councils.

#### **5. Progress Assessment: Unit Response**

The School will have an opportunity to respond to the report and address any recommendations.

#### **6. Progress Assessment: Follow up with the Unit and Closure**

The response will be reviewed by the review team chair, who will write a progress assessment report on behalf of the review team. The report will indicate the next review date and recommend one of the following: 1) waiving the Progress Review Meeting and closing the review, pending Council's approval; 2) scheduling one or more Progress Review Meetings. Based on the progress review meeting, the review team may recommend closure of the review. Any special action is subject to approval by the Council. If closure is recommended, the next review will be determined

by the Graduate Council at the recommendation of the review team and will normally be scheduled no later than nine years after the current site visit.

**7. Special Actions**

The review team may decide that progress has been unsatisfactory. If so, the review team may recommend that the Graduate Council reasserts its oversight responsibilities to professional schools offering the specific degrees of M.D., D.D.S., D.V.M., Pharm.D., J.D., LL.M., and S.J.D. and request that a full academic program review, focused on admissions and conditions for degrees, be conducted of the programs under the schools in which unsatisfactory progress has been made.