DATE

COUNCIL OF DEANS AND VICE CHANCELLORS

Re: Response to the Report from the Task Force on Self-Supporting Degree Programs

Dear Colleagues:

Earlier this year the Joint Senate-Administration Task Force on Self-Supporting Degree Programs (SSDPs) submitted their report and recommendations on self-supporting degree programs at UC Davis. The report provided a very thoughtful and comprehensive look at the academic, administrative, and financial aspects of these programs and provided many excellent recommendations and tools to guide campus policies on the development and administration of SSDPs. Over the past several months I have solicited and received feedback from the campus community on the task force report. Based on the feedback received and my own reading of the issues, it is clear that moving forward with clear campus policies on the development of new SSDPs and the ongoing administration of existing SSDPs will require a high level of coordination between the Administration and Senate. A rigorous review and understanding of both the academic quality and administrative aspects of these programs are critical to their ultimate success and viability. With this in mind, I am taking the following actions:

Establishing a Coordinating Committee on Self-Supporting Degree Programs. Consistent with the recommendations of the Task Force on Self-Supporting Degree Programs (SSDPs), a Coordinating Committee on Self-Supporting Degree Programs will be established under the purview of the Dean of Graduate Studies. The role of this committee will be to:

- Ensure that integrated administrative and program development support is provided to SSDPs to enhance the consistency and efficiency of self-supporting programs on our campus.

- Provide guidance and advice on the development of successful new SSDPs on campus.

- Be responsible for developing and maintaining campus administrative policies regarding SSDPs and may be responsible for ensuring compliance with aspects of these policies.

Additional details on the membership, charge, and initial and ongoing functions of this committee are attached.

Policy Development. Using the Task Force Report, feedback from the Academic Senate, and feedback from other members of the campus community as a guide, I am directing the Coordinating Committee to develop an initial administrative policy on SSDPs for UC Davis. This policy should focus on the administrative aspects of establishing and successfully operating an SSDP.

Coordination with the Academic Senate. It is my expectation that the Coordinating Committee will work with the Academic Senate to support the alignment of the administrative policy and Senate policies where it is necessary to ensure an integrated approach to administering and reviewing SSDPs. Additionally, I am requesting that the Senate provide me with information on their plans for responding to the specific recommendations of the joint Task Force report that would require Senate action.

Integration of the SSDP Financial Model Proposed by the Task Force with the New Campus Incentive-Based Budget Model. I am directing Budget and Institutional Analysis to

include consideration of the proposed SSDP Financial Model in the implementation process for the new incentive-based budget model. It is my expectation that this will be concurrent with the timing and process used to integrate issues regarding graduate and professional student tuition and support into the budget model for fiscal year 2013-14.

Expectations for Existing SSDPs. Consistent with the recommendations of the Task Force, it is my expectation that existing SSDPs will comply with any campus policy changes regarding the administration and review of these programs within a reasonable period of time. The policy developed by the Coordinating Committee will ultimately determine what changes are necessary and when they must be completed. However, programs should begin to assess the areas where their operations are inconsistent with Task Force recommendations and prepare to make necessary changes.

Development of New SSDPs. Although some of the comments submitted by the campus community suggested that a moratorium be placed on new SSDPs until new policies are in place and all current SSDPs are in compliance with these policies, I do not believe that it is wise or consistent with our Vision of Excellence to stop innovation in this area. However, until official policies are in place, I would strongly suggest that units developing new SSDPs utilize the tools developed by the Task Force and carefully consider the issues raised by the Task Force recommendations.

I look forward to continued collaboration on this topic and believe that SSDPs, when developed and administered in a coordinated fashion, can benefit UC Davis as a whole by making excellent academic opportunities available to qualified students who otherwise might not be able to participate in graduate education. Done well, this can be achieved in a way that helps support and sustain our core academic mission.

Sincerely,

Ralph J. Hexter
Provost and Executive Vice Chancellor

/cc
Attachment

cc: SSDP Task Force Members
        Assistant Deans
        Budget Director Carter
        Budget Analyst Mangum

Attachment I

Proposed Coordinating Committee for Self-Supporting Degree Programs

Background

Consistent with the recommendations of the Task Force on Self-Supporting Degree Programs (SSDPs), a Coordinating Committee on Self-Supporting Degree Programs will be established under the purview of the Dean of Graduate Studies.

Membership

The committee will be made up of the following representatives who are expected to bring various expertise and perspectives to the work of the committee:

- Dean of Graduate Studies (Chair)
- Representative from the Graduate Council
- Representative from University Extension
- Staff Representative from a Self-Supporting Degree Program
- Representative from Administrative Resource Management, Budget and Institutional Analysis
- Representative from Student Affairs, Office of the Registrar
- Student Representative from a Self-Supporting Degree Program

The Chair of the Coordinating Committee may also request assistance and expertise in support of the work of the committee of other members of the campus community on an ad hoc basis as specific needs are identified.

Individuals shall be appointed to the coordinating committee for terms of at least one year.

Charge

The role of this committee will be to ensure that integrated administrative and program development support is provided to SSDPs to enhance the consistency and efficiency of self-supporting programs on our campus. This committee is not expected to directly provide administrative services to these programs but to facilitate the appropriate support and administration of these programs consistent with policy. This committee will also provide guidance and advice on the development of successful new self-supporting degree programs on campus. The committee will be responsible for developing and maintaining campus administrative policies regarding SSDPs and may be responsible for ensuring compliance with aspects of these policies.

Initial Tasks

1. Policy Development: Using the Task Force Report, feedback from the Academic Senate, and feedback from other members of the campus community as a guide, develop an initial administrative policy on SSDPs for UC Davis. This policy should focus on the administrative aspects of establishing and successfully operating an SSDP (Expected Completion: Fall 2012)

2. Coordination with the Academic Senate: Work with the Academic Senate to support the alignment of the administrative policy and senate policies where it is necessary to ensure an integrated approach to administering SSDPs.

3. Integration of SSDPs in the Campus Budget Model: Consult with Budget and Institutional Analysis on issues related to the integration of SSDPs into the campus incentive-based budget model. It is expected that decisions on how to treat SSDPs under the budget model will be part of the implementation process for determining the funding and support of all graduate programs. This will likely involve an assessment of how to integrate the SSDP financial model proposed by the Task Force with the campus budget model. (Expected Completion: Winter 2012, implementation Fall 2013)

4. Establish a Process for Transitioning Existing SSDPs to Compliance with the New Campus Policy: Consistent with the Task Force report, existing SSDPs should be expected to comply with campus administrative policies and practices within a reasonable timeframe. The Committee should address this issue in the policy and establish a process to assist existing programs in making this transition and verifying that it has occurred as expected. (Expected Completion: TBD)

Ongoing Tasks

1. Maintain and Update Campus Policy on SSDPs as Needed.

2. Provide Guidance and Advice on the Development of New SSDPs: Establish and maintain a process and tools to assist faculty and programs interested in developing a new SSDP to do so efficiently and consistent with policy.

3. Support the Administrative Aspects of SSDP Development and Periodic Reviews Consistent with the Policy: Depending upon the policy that is established, the Committee may have a specific role in SSDP development and periodic reviews related to the administrative and financial functions of these programs.

4. Provide Advice to the Provost on Issues Related to SSDPs at UC Davis.