New Graduate Degree Proposal – UW Tacoma

IDEA STAGE
Conversations with:
• Faculty/Deans/Chancellors;
• PCE (fee based programs);
• Office of Planning & Budgeting & Provost office;
• Other stakeholders.

PLANNING NOTICE OF INTENT (PNOI)
• Faculty lead contacts the Office of Academic Affairs and Planning (OAAP) in the Graduate School for proposal guidelines;
• APCC Review & Comment
• Submit PNOI to OAAP.

PNOI COMMENT PERIOD
• 14 day stakeholder comment period (all three campuses);
• includes UW Libraries.

Chancellor’s Office endorses proposal development, and notifies OAAP

FULL PROPOSAL DEVELOPMENT
• Follows Graduate School proposal guidelines;
• Addresses stakeholders feedback;
• May engage external faculty in program development in place of formal external review (proposal includes detailed description)
• Includes tuition tier (state-funded programs) or draft of MOA (fee based programs);
• Unit contacts Student Financial Aid;
• Submit preliminary draft to OAAP, which provides feedback.
• APCC approves final proposal;
• OAAP sends to ICAPP for 30-day review.

EXTERNAL REVIEW
• OAAP sends proposal to external reviewers;
• Unit responds to reviewer comments.

FACULTY AND ACADEMIC COUNCIL
• UWT faculty council considers proposal, including final MOA;
• Council makes recommendation to Chancellor and to Graduate School Dean;
• Unit incorporates feedback from faculty council, if needed.

NORTHWEST COMMISSION ON COLLEGES AND UNIVERSITIES (NWCCU)
• UW ALO submits form to NWCCU for approval;
• NWCCU approves;
• Provost confirms Board of Regents and NWCCU approval.

CREATE CODE
• OAAP directs Registrar to create new program code.

BOARD OF REGENTS
• Degree approval.
• Unit fills NWCCU form and submits form to UW Accreditation Liaison Officer (ALO).

PROGRAM LAUNCH
• Unit works with Graduate Enrollment Management Services to create academic profile;
• Degree program 5 year review cycle begins.