IDEA STAGE

Conversations with:
• Faculty/Deans/Chancellors;
• PCE (fee based programs);
• Office of Planning & Budgeting & Provost ofice;
• Director of Graduate Programs (Bothell)
• 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;
• Submit PNOI to OAAP.

PNOI COMMENT PERIOD

• 10 day stakeholder comment period (all three campuses);
• includes UW Libraries.

EXTERNAL REVIEW

• OAAP sends proposal to external reviewers
• Unit responds to reviewer comments

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.

Chancellor’s Office confirms proposal development, notifying OAAP

FACULTY AND ACADEMIC COUNCIL

• UWB/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
• Graduate Dean authorizes sending proposal to Board of Regents.

BOARD OF REGENTS

• Degree approval;
• Provost confirms Regents’ approval.

CREATE CODE

OAAP directs Registrar to create new program code.

PROGRAM LAUNCH

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