Meeting Schedule

• Two Thursdays each month in the HUB
• No meetings held in summer quarter
• Dean Joy Williamson-Lott will be joining the first hour of the first Thursday each month
• On the 2nd Thursday of each month, meeting will be held from 2:30-3:30 as Policy Committee meets afterward
Charge of the Graduate School Council

- Graduate Faculty have oversight of graduate programs
  - Designation and requirements for degrees; scholastic standards; admissions; courses applied to degrees; recommending students for graduation
  - Distinct governance and organization from Faculty Senate (Faculty Code Chapter 23)
- Graduate School Council is the representative body for the Graduate Faculty
  - Charter of the Graduate School Council
- Serves in an advisory capacity to the Dean of the Graduate School
  - Graduate education policies; academic standards and practices
  - Existing undergraduate and graduate degree and certificate programs (Academic Program Review)
  - Proposed graduate degree and certificate programs (New Program Proposals)
Council Membership

• Members are Graduate Faculty
  – One representative from each UW Seattle college or school
  – Two representatives each from UW Bothell and UW Tacoma
  – One representative from each division of the College of Arts and Sciences
  – One representative from the Graduate School Interdisciplinary Programs

• Ex officio members
  – University of Washington Libraries
  – UW Continuum College
  – GPSS President
  – Academic Affairs & Planning Staff
Academic Program Review

• Full Academic Program Review
  – “Ten Year Review”
  – All academic units should be reviewed once every ten years
  – Includes all undergraduate and graduate programs
• Interim Report
  – Report submitted by academic units to the Graduate School Dean at a specified interval to address specific concerns from a previous academic program review
  – Sometimes an update, sometimes requires specific recommendations from Council
• Five Year Review
  – All new graduate programs and graduate certificates must be reviewed five years after being created
  – Programs submit a report to be considered by Council
  – Once granted “continuing status” the program is included in the home school/college/department’s regular academic program review
Lifecycle of a Full Academic Program Review

Year Before
- Review initiated; committee formed
- Charge meeting; Unit writes self-study

Review in Progress
- Site Visit
- Exit Discussion

After Site Visit
- Review Committee Report
- Unit Response
- Graduate School Council final discussion & recommendations
Lifecycle of a Full Academic Program Review

• Before the Program Review: Charge Meeting
  – Takes place during the academic year before the site visit
  – Opportunity for stakeholders to clarify key elements of each review and ways in which the review can help the academic unit
  – Unit prepares a self-study document with questions to guide the program review

• During the Program Review: Site Visit with Exit Discussion
  – Typically two full days with Exit Discussion occurring at the end of the 2nd day
  – Opportunity to clarify review committee’s initial findings and to discuss the review with unit and college/school leadership

• After the Program Review: Final Steps
  – Review Committee prepares final report with findings from the review
  – Unit responds to Review Committee Report
  – Graduate School Council Representatives create Program Summary and present to Council
What’s My Role?
Program Reviews

Council Member Program Review Assignments
- Reviews divided equally among council members
- Assignments take place during Winter Quarter the year before the review
- Two Council Members will be assigned to each Full Review; One Council Member to each 5-year Review

Charge Meeting
- Prior to the meeting, GSC representatives should go over previous review documents
- Be prepared with any questions/issues you’d like to add to the conversation
- Can participate virtually
What's My Role?
Program Reviews

Site Visit Exit Discussion
- Attend this approximately 2-hour conversation
- Raise questions/issues that help to shape the Review Committee’s final report
- In-person attendance is essential
What's My Role?
Program Reviews

Summary and Recommendations to Graduate School Council
- Council Representatives prepare summary
- Presentation to full Graduate School Council

After Site Visit

ACADEMIC AFFAIRS & PLANNING
UNIVERSITY of WASHINGTON
The Graduate School
Lifecycle of a New Graduate Degree Program Proposal

**Planning Phase**
- Discussions within academic unit and with stakeholders
- Planning Notice of Intent (PNOI) and tri-campus comment

**Proposal Development**
- Unit submits full, detailed proposal to Graduate School
- External faculty peer review and comment

**Final Review**
- Graduate School Council reviews full proposal
- Proposing unit and dean or unit leadership attend Graduate School Council
- Graduate School Council recommends advancing proposal to Board of Regents

ACADEMIC AFFAIRS & PLANNING
UNIVERSITY of WASHINGTON
The Graduate School
What’s My Role?
Program Proposals

Final Review

• Review new program proposals prior to the Council meeting for which they’re scheduled for discussion.
• Recommend to the Dean of the Graduate School to advance the proposal to the Board of Regents for formal approval; OR
• Provide concrete feedback the proposing unit that outlines specific issues that must be addressed in the proposal before the Council can recommend advancement to the Board of Regents.
FALL QUARTER PROJECTED CALENDAR

Program Reviews
> Department of Classics
> Department of Real Estate
> Department of Philosophy
> Department of Biomedical Informatics and Medical Education

Program Proposals
> Graduate Certificate in American Indian and Indigenous Studies
> Doctor of Global Health DrGH
> PhD (Global Health: Metrics)/ PhD (Global Health: Implementation Science)
> Master of Science in Genetic Counseling
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