November 13, 2003

From:  Sharmila Majumdar, Chair Graduate Council, Michael Winter, Chair Committee on Educational Policy, David Gardner, Chair Academic Planning and Budget

To:  Len Zegans, Chair Academic Senate

Cc:   Tamara Maimon, Director, Academic Senate, UCSF.

Re:   Revision of the Document for Campus review for Academic Programs, Academic Units and Research Units

Based on a meeting where we discussed the above mentioned document that details the committees involved, as well as the lead committees, for the review of matters such as the five year perspective, establishment of graduate programs, establishment of new schools and ORUs, etc., we send this letter to request and recommend changes to the document. While in all matters the UCSF Committees involved in each of the tasks is entirely appropriate, there are certain matters for review where the Committee taking the lead may not be.

Our suggestions for changes are that for:

The creation of new schools and colleges :**Lead Committee**: Committee on Education Policy
Name changes of schools and colleges :**Lead Committee**: Committee on Education Policy
Transfer, consolidation or disestablishment of schools and colleges :**Lead Committee**: Committee on Education Policy
Reconstitution of academic programs and units :**Lead Committee**: Committee on Education Policy or Graduate Council as appropriate

Thanks for your consideration.