

To: Rules & Jurisdiction Committee  
From: SOD Faculty Council  
Re: SOD Regulations Under Review  
Date: September 15, 2018

---

## **Overview**

As part of the School of Dentistry's accreditation review process, the school has initiated a review of its regulations and bylaws. We represent here Regulation Section 1-5 which are ready for an independent consult by the Rules & Jurisdiction Committee.

While RJC approval isn't necessary for School-specific regulations, due to the upcoming accreditation site visit and recognition that some of these may impact grading and other matters beyond the school, SOD Faculty Council wanted RJC to review proposed changes. Once we have ascertained the revised regulations are approved, we will move to a School-wide vote.

## **SOD Regulations In Question**

In the attached two documents we present the current, clean, and track changed versions of the proposed revisions. The two documents are divided into Section 1 (Admissions) and Sections 2-5 (Degree Requirements/Curricula/Program of Study, etc.).

## **Summarized Justification for the Proposed Revisions**

### Section 1

The current language in the Regulations of the Faculty of the School of Dentistry, Section 1.1, admission requirements, is outdated and in need of revision as follows:

- Revise admissions requirements to match current standards
- Remove admissions section referring to International Dental Program. The International Dental Pathway to the DDS requirements is an advanced standing pathway. Please see comment for more information.
  - Request name change on transcripts from registrar in separate document.
    - International Dental Program to International Dental Pathway
- Delete reference to an International Dental Program; admissions requirements are now included in 1.1 for all DDS students.
- No changes to the Postgraduate and Residency Program section (1.1.2)

Revising this section will provide more clarity, reduce redundant, unnecessary language and outdated information.

### Sections 2-5

The current language in Section 2-5 of the Regulations of the Faculty of the School of Dentistry were outdated and in need of revision.

- For example in 3-Degree Requirements and Curricula, the school no longer offers a BS in dental science.
- There was also a need to clarify the requirements for the degree and remove redundant language.
- The School of Dentistry has also recently revised course nomenclature and 4.1.3-4.1.4.1 are no longer necessary and is no longer accurate.

- The School of Dentistry no longer offers an honors program so section 5.5 has been deleted.

Revising these sections will provide more clarity, reduce redundant, unnecessary language and outdated information.

## Revision of SOD Regulations of the Faculty of the School of Dentistry Section 1

### Justification for proposed changes:

The current language in the Regulations of the Faculty of the School of Dentistry, Section 1.1, admission requirements, is outdated and in need of revision as follows:

- Revise admissions requirements to match current standards
- Remove admissions section referring to International Dental Program. The International Dental Pathway to the DDS requirements is an advanced standing pathway. Please see comment for more information.
  - Request name change on transcripts from registrar in separate document.
    - International Dental Program to International Dental Pathway
- Delete reference to an International Dental Program; admissions requirements are now included in 1.1 for all DDS students.
- No changes to the Postgraduate and Residency Program section (1.1.2)

Revising this section will provide more clarity, reduce redundant, unnecessary language and outdated information.

### Current

#### 1. Admissions

1.1 Professional Programs. To be admitted to the School of Dentistry in the dental (graduate professional) curriculum, an applicant must:

- a. Be eligible for admission to the University in accordance with the requirements for undergraduate admission (SR 470-492);
- b. Complete the total required transferable units in college as approved by the faculty;
- c. Meet the minimum grade point average;
- d. Pass with satisfactory scores any required admission tests;
- e. Be recommended to the Faculty Council by the Admissions Committee;
- f. Be accepted by the Faculty Council.

1.1.2 Postgraduate Specialty and Residency Programs. To be admitted to a post-graduate specialty or residency program, an applicant must:

- a. Have a professional or graduate degree from an approved institution;
- b. Meet the criteria for admission as established by the program;
- c. Be evaluated and recommended to the Faculty Council by the department in which the training is to be completed;
- d. Be accepted by the Faculty Council.

1.2 Applicants to these programs may concurrently file a separate application to a graduate academic program.

1.3 The International Dentist Program

- a. Provide evidence of a dental degree or equivalent from a foreign country;
- b. Completion of National Board Part I;
- c. Provide three letters of recommendation;
- d. Provide evidence of eligibility of appropriate visa;
- e. Provide evidence of financial support;
- f. Provide minimum scores on the TOEFL examination as defined by the faculty.

**Proposed (clean)**

**1. Admissions**

1.1 Professional Programs. To be admitted to the School of Dentistry in the DDS program, an applicant must:

- a. Meet School of Dentistry admission requirements to which the applicant is applying.
- b. Meet the Technical Standards of the School of Dentistry, with or without institutionally approved accommodations. These can be found on:  
<https://dentistry.ucsf.edu/programs/dds/admissions/technical-standards-0>
- c. Be evaluated and recommended for acceptance in accordance with the policies and procedures of the Admissions Committee.
- d. Be recommended and accepted by the Faculty Council.

1.1.2 Postgraduate Specialty and Residency Programs. To be admitted to a post- graduate specialty or residency program, an applicant must:

- a. Have a professional or graduate degree from an approved institution;
- b. Meet the criteria for admission as established by the program;
- c. Be evaluated and recommended to the Faculty Council by the department in which the training is to be completed;
- d. Be accepted by the Faculty Council.

1.2 Applicants to these programs may concurrently file a separate application to a graduate academic program.

**Proposed (track changes and comments)**

**1. Admissions**

1.1 Professional Programs. To be admitted to the School of Dentistry in the [DDS program dental \(graduate professional\)-curriculum](#), an applicant must:

- a. ~~Be eligible for admission to the University in accordance with the requirements for undergraduate admission (SR 470-492);~~
- b. ~~Complete the total required transferable units in college as approved by the faculty;~~
- c. ~~Meet the minimum grade point average;~~
- d. ~~Pass with satisfactory scores any required admission tests;~~
- e. ~~Be recommended to the Faculty Council by the Admissions Committee;~~
- f. ~~Be accepted by the Faculty Council;~~

**Commented [HJM1]:** I recommend using this language that is used by SOM – (admissions requirements are on the websites of each program):

- a. Meet School of Medicine admission requirements and the requirements of any unique program to which the candidate is applying.
- b. Meet the Technical Standards of the School of Medicine, with or without institutionally approved accommodations.
- c. Be evaluated and recommended for acceptance in accordance with the policies and procedures of the Committee on Admissions.

- e. ~~Meet School of Dentistry admission requirements to which the applicant is applying.~~
- f. ~~Meet the Technical Standards of the School of Dentistry, with or without institutionally approved accommodations. These can be found on: <https://dentistry.ucsf.edu/programs/dds/admissions/technical-standards-0>~~
- g. ~~Be evaluated and recommended for acceptance in accordance with the policies and procedures of the Admissions Committee.~~
- h. ~~Be recommended and accepted by the Faculty Council.~~

**Formatted:** Font: (Default) Arial

**Formatted:** List Paragraph, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

**Formatted:** Font: (Default) Arial

**Formatted:** Font: (Default) Arial

1.1.2 Postgraduate Specialty and Residency Programs. To be admitted to a post-graduate specialty or residency program, an applicant must:

- e. Have a professional or graduate degree from an approved institution;
- f. Meet the criteria for admission as established by the program;
- g. Be evaluated and recommended to the Faculty Council by the department in which the training is to be completed;
- h. Be accepted by the Faculty Council.

1.2 Applicants to these programs may concurrently file a separate application to a graduate academic program.

~~1.3 The International Dentist Program (MOVED TO 1.1)~~

- ~~a. Provide evidence of a dental degree or equivalent from a foreign country;~~
- ~~b. Completion of National Board Part I;~~
- ~~c. Provide three letters of recommendation;~~
- ~~d. Provide evidence of eligibility of appropriate visa;~~
- ~~e. Provide evidence of financial support;~~
- ~~f. a. Provide minimum scores on the TOEFL examination as defined by the faculty.~~

**Commented [HJM2]:** We do not have a IDP program – it is a pathway to DDS program.  
**Advanced Standing Entry to the DDS Degree**  
<https://dentistry.ucsf.edu/programs/idp>  
 There is no International Dental Program of record in the System wide CCGA committee site or from any previous SOD Faculty Council records. That being said, this is not a program but rather an advanced standing pathway to the DDS degree. This is important to clarify in preparation for accreditation as any standalone program would have its own accreditation process. This the request in the summary to have the name changed on transcripts to International Dental Pathway instead of International Dental Program.

## **Revision of SOD Regulations of the Faculty of the School of Dentistry Sections 2-5**

### **Justification for proposed changes:**

The current language in Section 2-5 of the Regulations of the Faculty of the School of Dentistry were outdated and in need of revision. For example in 3-Degree Requirements and Curricula, the school no longer offers a BS in dental science. There was also a need to clarify the requirements for the degree and remove redundant language. The School of Dentistry has also recently revised course nomenclature and 4.1.3-4.1.4.1 are no longer necessary and is no longer accurate. The School of Dentistry no longer offers an honors program so section 5.5 has been deleted.

Revising these sections will provide more clarity, reduce redundant, unnecessary language and outdated information.

### **Current**

#### **2. Registration**

**2.1** A student must register and meet the requirements for registration as defined in the Academic Senate regulations (SF 540-544)

#### **3. Degree Requirements and Curricula**

**3.1** Authority. The faculty will recommend the awarding of degrees in accordance with Academic Senate regulations (SF bylaw 95(D))

**3.2** Bachelor of Science in Dental Science. This degree can be awarded to students in the DDS curriculum who have completed the minimum prerequisite study at an accredited US institution of higher learning but have not earned a Baccalaureate degree. Candidates for the Bachelor of Science in Dental Science are required to:

- a. Meet University of California requirements governing Subject A (SR 636) and American History and Institutions (SR 638);
- b. Complete a minimum of 135 transferable college quarter units from an accredited US institution of higher learning before admission to the School of Dentistry;
- c. Successfully complete 90 units in the School of Dentistry, including all required basic science courses.

**3.2.1** Courses taken before admission to the School of Dentistry that are deemed equivalent to those in the dental curriculum by the instructor concerned may be credited toward the requirements for the BS degree in Dental Science. Such units must be in excess of the 135 units required for admission if they are to be credited towards the degree. The maximum credit allowed for individual courses will not exceed that assigned for the equivalent courses in the curriculum.

**3.2.2** The University residence requirement (SR 612) specifies that the last three terms, consisting of not less than 12 units per term, must be completed in the School of Dentistry at San Francisco.

**3.3 Doctor of Dental Surgery.** Candidates for the degree Doctor of Dental Surgery are required to:

- a. Complete and pass a minimum of 218 units in the dental curriculum, all with grades of P or H. With the approval of the faculty of the School of Dentistry, part of this work may be taken in some other school or college of the University, or in the Graduate Division, or in another institution of equivalent standing;
- b. Complete and pass all required clinical disciplines with grades of P or H.
- c. Satisfy required standards of professionalism in all courses.

3.3.1 Provided that satisfactory clinical competence has been demonstrated, the faculty may approve individual petitions of students to graduate under suspension of the regulations with minor curricular adjustments (SF Bylaw 95C).

3.3.2 Courses taken before admission to the School of Dentistry that are deemed by the instructor concerned to be equivalent to those in the dental curriculum may be credited toward the DDS degree. The maximum unit credit allowed for any individual course will not exceed that assigned to the equivalent course in the dental curriculum.

#### **4. Classification of Courses**

##### **4.1 Undergraduate professional and graduate professional courses**

4.1.1 The second (tens) numeral designates the following:

- a. 0: courses not restricted to a particular year's class;
- b. 1 through 4: first, second, third, or fourth year students in the dental curriculum;
- c. 8: elective courses;
- d. 9: special individual studies centered on research.

4.1.2 The third (units) numeral designates the following:

- a. 0 through 4: lecture courses;
- b. 5: laboratory courses;
- c. 6 through 8: seminars and courses that combine lecture, laboratory, or clinic;
- d. 9: clinical courses.

4.1.3 Further differentiations in course offerings within a single division may be indicated by a numeral after a decimal point; thus, the first divisional clinic course might be numbered 129, and a second clinic course in the same division 129.1.

4.1.4 Courses offered in a sequence are designated by numerals in the second decimal place. Thus, a series of clinical courses for third year students would be numbered 139.01, 139.02, 139.03, 139.04, assuming it began in Summer session and continued through the Fall, Winter, and Spring quarters. A course series so numbered indicates that a grade is given for each course; that the courses must be taken in the order prescribed; and that each is prerequisite to the others that follow.

4.1.4.1 Courses that extend over more than one quarter within an academic year are given a single course number and are considered as a single course, rather than a

sequence. Thus, a single clinical course for third year students that extended over four quarters, but was graded once at the end of the Spring Quarter, would be numbered 139.

**4.2 Graduate Division Courses.** Courses, with a 2 in the hundreds digit and offered in programs leading to graduate academic degrees, are authorized by the Graduate Division. These courses may be incorporated in programs offering postgraduate professional degrees.

**4.3 Professional courses for teachers.** These courses have a three in the hundreds digit.

**4.4 Postgraduate professional courses.** Courses that are given in postgraduate professional certificate programs within the School of Dentistry have a four in the hundreds digit. Numbering in the tens, ones, and decimal digits should follow the same principles indicated for undergraduate professional and graduate professional courses (4.1.1 through 4.1.4).

## **5. Program of Study**

**5.1** Students must complete the curricula of the School of Dentistry as prescribed by the Faculty. Variations for individual students are permitted only with the approval of the Faculty.

5.1.1 A student may repeat no more than one academic year to make up for academic deficiencies [Amended 2/98]

**5.2** Any student who requires more than the designated number of terms to complete requirements for the year in which he/she is enrolled must petition the Faculty Council for approval to register. This approval must be obtained before registration in each succeeding term.

### **5.3 Elective Courses**

5.3.1 Elective courses may be included in a student's program with the approval of the instructor and the Dean or the Dean's designated representative.

### **5.4 Graduate Courses**

5.4.1 Qualified students may receive credit for graduate academic courses, subject to the approval of the Dean or the Dean's designated representative.

5.4.2 Professional and postgraduate professional students may work concurrently toward a Master's Degree or a PhD Degree in the Graduate Division, subject to the approval of the Dean of the School of Dentistry and the Dean of the Graduate Division, or their designated representatives.

### **5.5 Honors Program**

5.5.1 A special limited enrollment program is available in the last two quarters for students who have demonstrated superior professional competence and potential to develop as dental educators.



5.5.2 With the approval of the Faculty, the clinical programs of students in this program will be adjusted to fit the needs of the individual students.

## **Proposed Clean**

### **2. Registration**

**2.1** A student must register and meet the requirements for registration as defined in the Academic Senate regulations (SF 540-544)

### **3. Degree Requirements and Curricula**

**3.1** Authority. The faculty will recommend the awarding of degrees in accordance with Academic Senate regulations (SF bylaw 95(D))

**3.2** Doctor of Dental Surgery. Candidates for the degree Doctor of Dental Surgery are required to:

- a. Complete and pass all core courses in the dental curriculum with grades of P or H. With the approval of the faculty of the School of Dentistry, part of this work may be taken in some other school or college of the University, or in the Graduate Division, or in another institution of equivalent standing;
- b. Complete and pass all clinical requirements.
- c. Satisfy required standards of professionalism of the School of Dentistry

**3.3** Provided that satisfactory clinical competence has been demonstrated, the faculty may approve individual petitions of students to graduate under suspension of the regulations with minor curricular adjustments (SF Bylaw 95C).

### **4. Classification of Courses**

#### **4.1** Graduate professional courses

**4.1.1** The second (tens) numeral designates the following:

- a. 0: courses not restricted to a particular year's class;
- b. 1 through 4: first, second, third, or fourth year students in the dental curriculum;
- c. 8: elective courses;
- d. 9: special individual studies centered on research.

**4.2** Graduate Division Courses. Courses, with a 2 in the hundreds digit and offered in programs leading to graduate academic degrees, are authorized by the Graduate Division. These courses may be incorporated in programs offering postgraduate professional degrees.

**4.3** Postgraduate professional courses. Courses that are given in postgraduate professional certificate programs within the School of Dentistry have a four in the hundreds digit. Numbering in the tens, ones, and decimal digits should follow the same principles indicated for undergraduate professional and graduate professional courses (4.1.1 through 4.1.2).

## 5. Program of Study

5.1 Students must complete the curricula of the School of Dentistry as prescribed by the Faculty. Variations for individual students are permitted only with the approval of the Faculty.

5.1.1 A student may repeat no more than one academic year to make up for academic deficiencies [Amended 2/98]

5.2 Any student who requires more than the designated number of terms to complete requirements for the year in which he/she is enrolled must petition the Faculty Council for approval to register. This approval must be obtained before registration in each succeeding term.

### 5.3 Elective Courses

5.3.1 Elective courses may be included in a student's program with the approval of the instructor and the Dean or the Dean's designated representative.

### 5.4 Graduate Courses

5.4.1 Qualified students may receive credit for graduate academic courses, subject to the approval of the Dean or the Dean's designated representative.

5.4.2 Professional and postgraduate professional students may work concurrently toward a Master's Degree or a PhD Degree in the Graduate Division, subject to the approval of the Dean of the School of Dentistry and the Dean of the Graduate Division, or their designated representatives.

## Proposed (track changes and comments)

### 2. Registration

2.1 A student must register and meet the requirements for registration as defined in the Academic Senate regulations (SF 540-544)

### 3. Degree Requirements and Curricula

3.1 Authority. The faculty will recommend the awarding of degrees in accordance with Academic Senate regulations (SF bylaw 95(D))

~~3.2 Bachelor of Science in Dental Science. This degree can be awarded to students in the DDS curriculum who have completed the minimum prerequisite study at an accredited US institution of higher learning but have not earned a Baccalaureate degree. Candidates for the Bachelor of Science in Dental Science are required to:~~

- a. ~~Meet University of California requirements governing Subject A (SR 636) and American History and Institutions (SR 638);~~

- b. Complete a minimum of 135 transferable college quarter units from an accredited US institution of higher learning before admission to the School of Dentistry;
- c. Successfully complete 90 units in the School of Dentistry, including all required basic science courses.

3.2.1 Courses taken before admission to the School of Dentistry that are deemed equivalent to those in the dental curriculum by the instructor concerned may be credited toward the requirements for the BS degree in Dental Science. Such units must be in excess of the 135 units required for admission if they are to be credited towards the degree. The maximum credit allowed for individual courses will not exceed that assigned for the equivalent courses in the curriculum.

**Commented [APD1]:** No longer offered

3.2.2 The University residence requirement (SR 612) specifies that the last three terms, consisting of not less than 12 units per term, must be completed in the School of Dentistry at San Francisco.

**Commented [APD2]:** This is not relevant and should be removed.

3.2 Doctor of Dental Surgery. Candidates for the degree Doctor of Dental Surgery are required to:

- d. Complete and pass all core courses a minimum of 218 units in the dental curriculum, all with grades of P or H. With the approval of the faculty of the School of Dentistry, part of this work may be taken in some other school or college of the University, or in the Graduate Division, or in another institution of equivalent standing;
- e. Complete and pass all required clinical requirements disciplines with grades of P or H.
- f. Satisfy required standards of professionalism of the School of Dentistry. in all courses.

**Commented [APD3]:** Removing the number of units as 4 year and 2 year (international pathway) just need to complete all required core courses.

**Commented [APD4]:** Removing unnecessary language.

3.3 Provided that satisfactory clinical competence has been demonstrated, the faculty may approve individual petitions of students to graduate under suspension of the regulations with minor curricular adjustments (SF Bylaw 95C).

3.3.2 Courses taken before admission to the School of Dentistry that are deemed by the instructor concerned to be equivalent to those in the dental curriculum may be credited toward the DDS degree. The maximum unit credit allowed for any individual course will not exceed that assigned to the equivalent course in the dental curriculum.

**Commented [APD5]:** We have listed our advanced standing requirements for students following our international dental pathway in our admission section 1. This is not necessary.

#### 4. Classification of Courses

##### 4.1 Undergraduate professional and graduate professional courses

4.1.1 The second (tens) numeral designates the following:

- e. 0: courses not restricted to a particular year's class;
- f. 1 through 4: first, second, third, or fourth year students in the dental curriculum;
- g. 8: elective courses;
- h. 9: special individual studies centered on research.

~~4.1.2 The third (units) numeral designates the following:~~

- ~~a. 0 through 4: lecture courses;~~
- ~~b. 5: laboratory courses;~~
- ~~c. 6 through 8: seminars and courses that combine lecture, laboratory, or clinic;~~
- ~~d. 9: clinical courses.~~

~~4.1.3 Further differentiations in course offerings within a single division may be indicated by a numeral after a decimal point; thus, the first divisional clinic course might be numbered 129, and a second clinic course in the same division 129.1.~~

~~4.1.4 Courses offered in a sequence are designated by numerals in the second decimal place. Thus, a series of clinical courses for third year students would be numbered 139.01, 139.02, 139.03, 139.04, assuming it began in Summer session and continued through the Fall, Winter, and Spring quarters. A course series so numbered indicates that a grade is given for each course; that the courses must be taken in the order prescribed; and that each is prerequisite to the others that follow.~~

~~4.1.4.1 Courses that extend over more than one quarter within an academic year are given a single course number and are considered as a single course, rather than a sequence. Thus, a single clinical course for third year students that extended over four quarters, but was graded once at the end of the Spring Quarter, would be numbered 139.~~

**4.2 Graduate Division Courses.** Courses, with a 2 in the hundreds digit and offered in programs leading to graduate academic degrees, are authorized by the Graduate Division. These courses may be incorporated in programs offering postgraduate professional degrees.

~~4.3 Professional courses for teachers. These courses have a three in the hundreds digit.~~

**4.3 Postgraduate professional courses.** Courses that are given in postgraduate professional certificate programs within the School of Dentistry have a four in the hundreds digit. Numbering in the tens, ones, and decimal digits should follow the same principles indicated for undergraduate professional and graduate professional courses (4.1.1 through 4.1.2).

## 5. Program of Study

**5.1 Students must complete the curricula of the School of Dentistry as prescribed by the Faculty.** Variations for individual students are permitted only with the approval of the Faculty.

5.1.1 A student may repeat no more than one academic year to make up for academic deficiencies [Amended 2/98]

**5.2 Any student who requires more than the designated number of terms to complete requirements for the year in which he/she is enrolled must petition the Faculty Council for approval to register.** This approval must be obtained before registration in each succeeding term.

**5.3 Elective Courses**

**Formatted: Strikethrough**

**Commented [APD6]:** This no longer applies to our course nomenclature.

**Formatted: Strikethrough**

**Commented [APD7]:** This no longer applies to our course nomenclature.

**Commented [APD8]:** These are graduate courses in the graduate division. Not necessary here.

**Commented [APD9]:** Change number to 4.3 and last line to 4.1.2

5.3.1 Elective courses may be included in a student's program with the approval of the instructor and the Dean or the Dean's designated representative.

#### 5.4 Graduate Courses

5.4.1 Qualified students may receive credit for graduate academic courses, subject to the approval of the Dean or the Dean's designated representative.

5.4.2 Professional and postgraduate professional students may work concurrently toward a Master's Degree or a PhD Degree in the Graduate Division, subject to the approval of the Dean of the School of Dentistry and the Dean of the Graduate Division, or their designated representatives.

#### 5.5 Honors Program

~~5.5.1 A special limited enrollment program is available in the last two quarters for students who have demonstrated superior professional competence and potential to develop as dental educators.~~

~~5.5.2 With the approval of the Faculty, the clinical programs of students in this program will be adjusted to fit the needs of the individual students.~~

**Commented [APD10]:** We no longer offer an honors program