

Graduate Studies Coordinating Board

Approved: August 17, 2010

The Graduate Studies Coordinating Board (GSCB) is established as oversight board to coordinate, review, and provide recommendations on graduate studies and program issues across the schools that provide graduate education at Loyola University Chicago.

A. Purpose:

- (1) To review and make recommendations on graduate academic programs initiatives, including changes to existing programs, new programs, and degree requirements;
- (2) To serve as a forum for discussing the development, coordination, integration and improvement of graduate education;
- (3) To review and advise on graduate matters that affect more than one school or independent program, or otherwise cross the confines of a single school or program;
- (4) To formulate long-range academic plans for graduate education.

Any recommendations deliberated and voted upon by the GSCB shall be forwarded to the Provost or the Vice President for Health Sciences, as appropriate. These administrators, in turn, shall forward any matters affecting policy (as appropriate) to the University Coordinating Council for distribution to the appropriate University Policy Committee. (See attached Chart of Approvals.)

B. Membership: (*Faculty members will serve for 2-year terms)

- 1) Dean, The Graduate School
- 2) Dean, School of Business Administration
- 3) Dean, School of Education
- 4) Dean, School of Law
- 5) Dean or Associate Dean, School of Medicine
- 6) Dean, School of Nursing
- 7) Dean, School of Social Work
- 8) Director, Institute of Pastoral Studies
- 9) Vice Provost
- 10) Associate Provost, University Centers
- 11) Associate Provost for Enrollment Management
- 12) University Registrar
- 13) Faculty – Biomedical Sciences (appointed by V.P. Health Sciences)*
- 14) Faculty – Arts and Sciences (appointed by Provost)*
- 15) Faculty – Professional Schools (appointed by Provost)*
- 16) Graduate Student (selected by Graduate Student Advisory Council)

C. Chair:

The Chair of the Graduate Studies Coordinating Board shall be elected from among the Deans by the Board. To the extent possible, the position as chair should rotate among the Deans each year. The Chair may designate an Acting Chair for any meeting.

D. Meetings:

The GSCB shall meet regularly, but at least two times each semester. The times of the meeting for the year shall be established at the first meeting following the first day of the fall semester each year. Minutes shall be recorded and posted. A majority of the membership shall constitute a quorum for purposes of transacting any business. A simple majority vote will control the disposition of all votes. A vote on any matter may be taken at a meeting or by electronic mail.



Division of Academic Affairs Chart of Reviews and Approvals for Academic Matters

Preparing people to lead extraordinary lives

Academic Matter Under Review		Administrative or Governance Body Role													
		Dean	Board of Undergraduate Studies	Graduate Studies Coordinating Board	University Policy Committee(s)*	Provost	President	Committee(s) of the BOT	Board of Trustees	IBHE / HLC					
Category	No.	Type													
Undergraduate															
Courses	1	Change to course prerequisites	A												
	2	Creation of new non-credit courses	A												
	3	Creation of new credit courses	A												
	4	Elimination of existing courses or sequence of courses	A	R			A								
	5	Change to course title, description, or learning outcomes	A												
	6	Creation of or modification to On-line courses	A												
	Programs	7	Change to existing minor, specialization, or certificate	A				A							
		8	Change to existing major	A				A							
		9	Change to school or college-level requirements	A	R			A							
		10	Creation of new certificate	A	R			A						I/A	
		11	Creation of new minor/specialization	A	R			A							
		12	Creation of new major within an existing bachelor's degree	A	R			A							I
		13	Changes to University Core Curriculum	R	R			A							
Graduate / Professional															
Courses	21	Change to course prerequisites	A												
	22	Creation of new non-credit courses	A												
	23	Creation of new credit courses	A												
	24	Elimination of existing courses or sequence of courses	A		R		A								
	25	Change to course title, description, or learning outcomes	A												
	26	Creation of or modification to On-line courses	A												
	Programs	27	Change to existing specialization or certificate	A				A							
		28	Change to existing program requirements	A				A							
		29	Change to school requirements	A		R		A							
		30	Creation of new graduate certificate	A		R		A						I/A	
		31	Creation of new program within an existing master's degree	A		R		A							I
		32	Creation of a new program within an existing doctoral degree	A		R		A	A						I
		33	Creation of a new professional program	A		R		A							
Degrees															
Degrees	40	Changes in degree credit hour requirements	A	R	R	R	A	A	I					A	
	41	Creation of new degree	A	R	R	R	A	A	R	A				I	
	42	Elimination of existing degree	A	R	R		A	A	R	A				I	
	43	Creation or elimination of on-line degrees	A	R	R		A	A	R	A				A	
Policy															
Policy	50	Changes in academic standards and regulations	R	R	R	R	A								
	51	Recommendations from Academic Affairs UPC					A	A							
	52	Recommendations from Faculty Affairs UPC					A	A							
Organization & Administration															
Organization & Administration	60	Creation of new university academic credit-granting center	R	R	R		A	A	I						
	61	Creation of new department or change in department mission	A	R	R		A	A	I						
	62	Elimination of existing department and faculty	A	R	R	R	A	A	R	A					
	63	Creation of new school or college				R	A	A	R	A				I	
	64	Elimination of existing school or college				R	A	A	R	A					
	65	Reorganization of academic units across schools	R			R	A	A							
	66	Reorganization/redirection of existing department(s)	A			R	A	A	R	A					
	67	Reorganization/redirection of existing college or school(s)				R	A	A	R	A					
	68	Extension of academic programming or degrees to new site	A				A							A	
	69	New University Curriculum (i.e. Core)	R	R		R	A	A	R	A					
70	External Collaborations, Affiliations, Partnerships for Academic Programs	A			R	A	I	I	I				A		
<p>* Generally, this will be the Academic Affairs UPC; some matters will also require review by the Faculty Affairs UPC.</p> <p>LEGEND: A - APPROVAL I - INFORMATIONAL R - REVIEW AND RECOMMEND</p>															