

**COMMITTEE ON GRADUATE STUDIES
STANFORD UNIVERSITY**

Date: 26 March 2008

To: Eamonn Callan, Chair
XL Senate of the Academic Council

From: Philip Lavori, Chair, Committee on Graduate Studies

Re: Recommendation for Administrative Approval Process for Certain Joint Degree Programs

The Committee on Graduate Studies has been reviewing proposals for Joint Degree Programs (hereafter “JDPs”) for much of the last three years. As the number of proposed JDPs increased, C-GS realized the need to properly define JDPs as well as policies that would include application processes, timing of applications, permissible numbers of overlapping units (depending on the degree programs involved), and pathways for approval of the programs.

C-GS is continuing its discussions on the policies for applications, overlapping units, and review processes for JDPs, but the committee seized the opportunity to capitalize on the extensive discussions it has had about a class of JDPs that are built on a common template. We propose that certain JDPs could be approved on an administrative basis by the Registrar’s Office and the Office of the Vice Provost for Graduate Education, without prior review by C-GS or approval by the Senate. Those JDPs that consist of the JD and MA, MS, or MPP degrees, or the MPP and PhD degrees; which allow up to 45 quarter units that can be double-counted toward the residency requirements; and which have been approved by the cognizant departments or programs and Schools, would fall into this category.

This proposal applies the kind of administrative approval to graduate programs that is in place for undergraduates who declare double majors or secondary majors which already exist. It will also simplify the pathway that departments and schools will follow as JDPs are put forward under this umbrella, so that more students can take advantage of new interdisciplinary opportunities. It will also allow C-GS to concentrate on those individual proposals that differ from the basic template described above.

The Committee on Graduate Studies therefore recommends that joint degree programs consisting of the JD/MA, the JD/MS, the JD/MPP, or the PhD/MPP degree programs, and which allow up to 45 quarter units to be double-counted toward residency requirements, upon approval by the cognizant departments or programs and Schools, do not require approval by C-GS or the Faculty Senate.

**COMMITTEE ON GRADUATE STUDIES
RECOMMENDATION FOR JOINT DEGREE PROGRAM POLICY LANGUAGE**

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JOINT DEGREE PROGRAMS: REQUIRED INFORMATION TO BE SUBMITTED [C-GS AS OF 10/18/07]

Initial Proposal

Future proposals for new joint degree programs will be brought to the Committee on Graduate Studies (C-GS) after approval by the relevant school/s. If approved by C-GS, proposals will then be sent to the Faculty Senate for final approval. Proposals will include, at a minimum, the following information:

- Approval/support letters from the department chairs and/or deans involved.
- A brief description of the program (faculty, curriculum, degree requirements, unit allocations – e.g., overlapping units – minimum and maximum, advising, etc.).
- A brief description of governance board, steering committee, advisory board, or other program infrastructure.
- Application and admission procedures (simultaneous or sequential; preferred order of application if sequential application is necessary).
- Division of time between sides of the JDP, expected time to degree.
- Joint degrees to be awarded simultaneously, with the exception of the JD/Law, which can be conferred before the PhD side is completed.
- Tuition rates, when they will apply, and funding information for program and students.
- Minimum number of units required for the JDP (including core courses required for each half, whether core units can be double-counted).
- C-GS continued to discuss the question of whether JDP graduates should receive one diploma or two, as is presently the case.

Review Procedures

Three years after initial approval of the JDP, the program will be required to send a brief (1-2 page) report to the School Deans and to the Committee on Graduate Studies. This report must include the following information:

- Number of students who applied; number admitted; number enrolled; number completed. Time of applications (simultaneous, after one year in a Stanford program, etc.)
- Governing structure: Is the original steering committee/advisory board still in place? Has anything changed on either side of the JDP?
- Availability and number of faculty advisors.
- Is the JDP working as originally planned? What are the key lessons learned to date?
- Quality and effectiveness of program.

Six years after the initial approval of the JDP, C-GS will request a more extensive report from the JDP. It will be up to the membership of C-GS in that year to determine if the JDP report should be forwarded to the Faculty Senate. The report to C-GS must include the following information:

- Number of students who applied; number admitted; number enrolled; and number who completed the JDP. Time of applications (simultaneous, after one year in a Stanford program, etc.)
- Time to degree.
- A student exit survey.
- Availability and number of faculty advisors.
- Governing structure: any changes from the initial plan?
- Are there any aspects of the JDP that are not working as planned?
- Is the initial funding plan still in place?
- Quality and effectiveness of program.