

## **ESTABLISHMENT OF A SCHOOL**

A school is an academic unit which either combines two or more departments, programs, or curricula or offers a professional course of study. A school functions as an *alternative* to an academic department. The individual units in a school lose their identities, and the school becomes the fundamental teaching and administrative unit. The faculty of the school perform the regular duties of instruction, research, and public service, and the faculty continues the same degree of control over curriculum, academic affairs, and promotion and tenure considerations as exercised by the faculty of a department or program.

A school must have (1) an individual budget, (2) an administrative officer, (3) an authorized faculty, and (4) a set of courses (and prefixes), leading to undergraduate and graduate degrees. A school is not envisioned as an organizational entity placed between college and department, it is an alternative to a department, and thus, the creation of a "school" does not authorize the unit to develop an additional level of administration, nor does it require the inclusion of the unit's name in the designation of the college. A school is administered by a director that reports to the dean of the college in the same way that department chairs report to the dean.

Units to be considered for the "school" designation must have distinct differences from a department within a college. In addition, a case must be made for the school designation on the basis of these distinct differences or conditions. Examples include, but are not limited to, the professional nature of the course of study, custom in the academic community, requirements of accreditation, admission criteria that are unique to the unit seeking designation as a school, and breadth of curriculum and participating disciplines. The establishment of a school does not authorize additional expenditures for administration, facilities, or space, and the effect of the new school on established programs and departments within the college must be carefully considered when proposing an academic unit for this designation.

The initiative for the creation of a school may come from the chairs of departments or programs involved, or from the cognizant dean, the Executive Vice President and Provost, or the President. The approval procedure includes the faculty of units involved, cognizant dean, central administration, Academic Affairs and Graduate Studies Committees (and subcommittees, if appropriate), , and Faculty Senate.