

COLLEGE of CHARLESTON

OFFICIAL POLICY

7.8.2

Creation of Academic Schools

03/30/23

Policy Statement

Process for creation of an Academic School

Policy Manager and Responsible Department or Office

Executive Vice President for Academic Affairs and Provost

Policy

On the recommendation of the Provost and with the approval of the President, an Academic School may be established under the following conditions:

- when, within reasonable time, the new school will eventually reach 16 or more roster faculty members jointly or wholly appointed to the Academic School;
- when the School is responsible for the supervision of two or more Academic Programs; and
- when the school has undergone the review process outlined below.

Each Academic School shall be supervised by a Dean reporting to the Provost. Once approved, an Academic School shall exist until the President directs that the School shall be reorganized or eliminated. The consultation process--Steps 2 through 6--should take no longer than one year.

Notwithstanding the conditions listed above for the establishment of an Academic School, those Schools that existed prior to July 1, 2022 are not obligated to meet the quantitative

requirements for the establishment or reorganization of a School and may remain in their current alignment, subject to the review and determination of the President and/or Provost.

Step 1

- Consultation with Deans, Speaker of Faculty, faculty members in units directly involved to develop proposal addressing key questions.

Step 2

- Consultation with Faculty Senate Budget Committee, Academic Planning Committee, and Bylaws Committee.
- Academic Planning Committee and proposer coordinate discussions with relevant parties (e.g., Business Affairs, R.O., schools, etc.).

Step 3

- Initial presentation to Senate; Call for input from relevant parties.

Step 4

- Proposal revised and posted for 30-day open comment period.

Step 5

- Final proposal presented to Senate for feedback (no vote).

Step 6

- Presentation to Board of Trustees (BOT).

Note: This is not subject to review or approval by CHE or SACSCOC.

Departments/Offices Affected by the Policy

All departments/offices.

Procedures Related to the Policy

Related Policies, Documents or Forms

7.8.1 Policy on Creation, Reorganization, and Elimination of Academic Units,
<https://policy.cofc.edu/documents/7.8.1.pdf>

Issue Date: 03/30/2023
Date of Policy Revision: 03/30/2023

Next Review Date: 03/30/2028

POLICY APPROVAL

(For use by the Office of the Board of Trustees or the Office of the President)

Policy Number: 7.8.2

President or

Chairman, Board of Trustees _____

Date: _____