

### **Background**

Throughout UC Davis history, subsets of the faculty have formed graduate groups in order to offer interdisciplinary graduate degree programs. Typically, the faculty involved in any given graduate group come from more than one school or college, and the graduate group is thus collectively overseen by more than one Dean. While the roles and responsibilities of Deans are described in APM 240, there evolved a need for each graduate group to identify one Dean as the Lead Dean for that graduate degree program. As the educational emphasis of a graduate group may change over time, a need may arise for a change in Lead Dean to better reflect the graduate group at that time.

The role of Lead Dean does not involve any additional academic responsibilities, but rather designates responsibility for administrative oversight. A Lead Dean agrees to provide facilities and funding for a specific graduate group degree program and to support the group in a joint effort with the Dean of Graduate Studies. When the group undergoes review, the Graduate Council may make recommendations to the Lead Dean as the administrative Dean for the group. The Lead Dean may also be consulted in the consideration of nominations for the chair of the group (APM 245B-10).

### **Preparation**

To offer a high quality academic program each group should be well-supported. As such, it is advised that the Graduate Group Chair consults with the Dean of Graduate Studies about any suggested changes to the Lead Deanship. This will ensure that Student Affairs Officers and administrators are aware of the potential change and that administrative processes will be updated in accordance with Graduate Council's decision in a timely fashion and in accordance with relevant graduate council policies.

The Group shall consult with both the current and the proposed new Lead Dean. A letter of support shall be obtained from the proposed new Lead Dean that expresses the Dean's willingness to take on the Lead Dean role for this group.

The Group faculty shall vote on whether to change from the existing Lead Dean to the proposed Lead Dean, with at least 2/3 of the entire membership voting in the affirmative. The Group shall revise its bylaws to reflect the change.

### **Submitting the Request**

The Group Chair shall send a letter to the Chair of Graduate Council, and the Dean of Graduate Studies with the following written items:

1. A summary of the reasons for the change in Lead Deanship
2. An indication that the current Lead Dean has been consulted and whether the current Lead Dean supports the change
3. The outcome of the faculty vote
4. The following attachments:
  - a. The proposed revised bylaws for the graduate group degree program
  - b. A letter of support from the new Lead Dean