97-01
January 6, 1997

NAME CHANGE POLICY FOR ACADEMIC UNITS
(Supersedes PS 87-03 and PS 91-04)

This policy was recommended by the Academic Senate on November 15, 1996
and approved by the President on December 19, 1996.

I. A request to change the name of an existing academic unit, e.g. college, department, university academic program, shall include justification, explaining the reason for the request and addressing as a minimum, the following questions:

A. Mission of the academic unit: How does the proposed name more clearly fit the mission of the academic unit? Does the change reflect a change in the unit's mission?

B. Curricular implications: Does the new name reflect past changes in curriculum? Does it reflect plans for future curriculum changes? Do any planned changes impinge on other academic units? If so, what are the plans for avoiding unnecessary duplication?

C. Effect on the University: How will the new name assist students in finding the program they need? How does the new name make clear the differences between the academic unit and others in the University?

D. Comparisons: What names are used for comparable academic units in other Universities in the CSU System and nationwide?

II. The request for the change shall be reviewed by the College/Academic Unit Curriculum Committee, the College Council, and the College Dean, all of whom shall forward their separate recommendations to the Provost and Senior Vice President for Academic Affairs.

III. The Provost and Senior Vice President for Academic Affairs shall refer the requests and recommendations to the Curriculum and Educational Policies Council.

IV. The Curriculum and Educational Policies Council shall report its recommendations to the Academic Senate.

V. The Academic Senate shall transmit its recommendation to the Provost and Senior Vice President for Academic Affairs for approval.

EFFECTIVE: Spring 1997