

1. Title

Graduate Education

2. Rule and Regulation

Sec. 1 Responsibility for Graduate Programs. The institutions of the U. T. System authorized to offer graduate degrees shall provide and maintain an appropriate faculty and administrative organization for such graduate degrees. The president of each institution of the U. T. System shall be responsible through the appropriate Executive Vice Chancellor to the Chancellor, and through him or her, to the Board of Regents for policies and administration of the graduate programs.

Sec. 2 Program Requirements. Within the general academic institutions, the designation "Graduate School" will be used if (a) there is a minimum of three distinct programs approved for doctoral degrees and 30 such doctoral degrees have been awarded; or (b) there is a minimum of 10 distinct programs approved for master's degrees and 50 master's degrees have been awarded. In institutions that do not meet these requirements, graduate study will be in a "Division of Graduate Studies."

Sec. 3 Health Institutions. Graduate programs in the health institutions shall be administered as follows:

3.1 Biomedical Sciences. In the health-related institutions at Dallas, Galveston, Houston, and San Antonio, the graduate programs will be administered through a Graduate School of Biomedical Sciences.

3.2 Nursing Schools. In the Nursing Schools of institutions, graduate education will be administered as specific graduate programs coordinated by an administrative officer designated by the president of the institution.

3.3 U. T. M. D. Anderson Cancer Center. In the U. T. M. D. Anderson Cancer Center, research and graduate instruction will be offered in cooperation with other institutions that are authorized to award graduate degrees.

- Sec. 4 Exceptions. Institutions which offer graduate degrees and elect an administrative organization and designations different from those authorized above may do so only upon the recommendation of the president, the concurrence of the appropriate Executive Vice Chancellor, and the Chancellor, and the approval of the Board of Regents.
- Sec. 5 Establishment of Policies and Procedures. The policies and procedures for staffing and administering the graduate programs at all institutions shall be set forth in the institutional *Handbook of Operating Procedures*. These policies and procedures shall include qualifications for faculty members assigned to teach graduate courses, supervise graduate programs, and advise graduate students.
- Sec. 6 Joint or Cooperative Degree Programs. Where two or more institutions of the U. T. System are authorized to conduct joint or cooperative degree programs, the presidents of the cooperating institutions shall be authorized to establish, subject to the approval of the appropriate Executive Vice Chancellor, special procedures and organizations for the administration of such programs.
- Sec. 7 Milestone Agreement Form. Academic departments of institutions within the U. T. System must provide all Ph.D. students with an individualized Milestone Agreement Form. This form should be in an electronic format consistent with [Family Educational Rights and Privacy Act \(FERPA\)](#) policies and shall be provided for the purpose of informing students about the milestones that they will be expected to reach to earn a Ph.D. degree. Students are expected to reach each milestone within the specified time period to make satisfactory progress through the program.
- 7.1 Required Template. The Office of Academic Affairs and the Office of Health Affairs shall provide to the institutions a template of those elements of information that must be contained in every form. Departments may add information to the form to fit unique program requirements.
- 7.2 Implementation Timeline. Beginning in Fall 2013, a Milestone Agreement Form is to be provided annually to all Ph.D. students.

3. Definitions

Graduate Programs – as the term is used in these *Rules*, does not include the programs that lead to the M.D., D.D.S., M.P.H., Dr. P.H., J.D., LL.M., and M.C.J. degrees, or others that may be excluded upon recommendation by the president of the institution and concurrence by the appropriate Executive Vice Chancellor and the Chancellor.

4. Relevant Federal and State Statutes

[Family Educational Rights and Privacy Act \(FERPA\)](#)

5. Relevant System Policies, Procedures, and Forms

None

6. Who Should Know

Executive Vice Chancellor for Academic Affairs
Executive Vice Chancellor for Health Affairs

7. System Administration Office(s) Responsible for Rule

Office of Academic Affairs

8. Dates Approved or Amended

November 15, 2012
December 10, 2004

9. Contact Information

Questions or comments regarding this Rule should be directed to:

- bor@utsystem.edu