

**DIVISION COUNCIL**  
**Merced Division of the Academic Senate**  
**Annual Report 2011-2012**

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The Division Council (DivCo) held a total of 14 regularly scheduled two-hour, in-person meetings and conducted some business via email with respect to its duties as outlined in UC Merced's Senate [Bylaw I.IV.14.C](#). In addition the Council held a preliminary meeting to establish goals for the year, as well as meetings with Provost & Executive Vice Chancellor (EVC) candidates when they visited the Merced campus.

**2011-2012 Accomplishments**

The unofficial theme of DivCo this year was building the academic mission. Issues and concerns falling under this theme include: building connections with academic and physical planning, creating Senate Assessment objectives, and implementing strategic planning across campus.

At the beginning of the 2011-2012 academic year, DivCo held a planning meeting and identified six issues that were priorities for the upcoming year:

- **Assessment:** Improve coordination across the campus for assessment support.
- **Budget:** Increase budget transparency and create a model for allocating resources.
- **Graduate Education:** Improve coordination across campus for issues related to graduate student support.
- **Shared Governance:** Focus on School structures and executive committee functions in order to improve shared governance.
- **Academic Personnel:** Seek ways to increase interdisciplinary hires. Focus on ways to clarify Academic Personnel policies and procedures.
- **Strategic Planning:** Institutionalize a process/policy for faculty involvement in the space planning of new buildings and School academic plans.

**2011-2012 List of Activities**

The following summarizes the Division Council's activities and actions for 2011-2012. Please refer to the Division Council approved minutes and communications for details.

*DivCo made recommendations to the Administration on the following items:*

- CITRIS Academic Review Report (9.14.11) - Forwarded comments to the Chancellor supporting the success of CITRIS.

- Compensation for Senate Service (10.12.11) – Sent memo to the EVC/Provost requesting additional funding so that all Senate committee chairs receive compensation.
- Postponement of Tenure Review (10.5.11) – Sent memo to Vice Provost of Academic Personnel suggesting changes to the Tenure Review Policy that would set the review for the sixth year and would only allow review in the seventh year in extreme cases.
- [2012 Summer Session Schedule](#) (10.19.11) – Sent memo to the Vice Chancellor for Student Affairs endorsing the 2012 Summer Session Schedule with the condition that enrollment data is presented to DivCo in Fall 2012 before Summer Session 2013 is planned.
- Integrated Planning Project (10.19.11) - Provided feedback to the Director of Institutional Planning and Analysis regarding the enrollment assumptions and projections that impact faculty hires, student credit hours, facilities, budgets and resources.
- [Shared Research Computing Services](#) (11.1.11) – Sent memo to the Vice Chancellor for Research regarding GRC's and CAPRA's recommendations against UC Merced's participation in ShaRCS.
- Long-Term Parking Plan (11.9.11) – Forwarded comments to the Campus Physical Planning Committee about placing the urban model long-term parking plan on the agenda and possibilities of building a parking structure.
- Career Equity Review and Postponing of Tenure Review (11.21.11) – Sent memo to the Vice Provost for Academic Personnel requesting clarification on specific language for both policies that will be used when the rewritten MAPP is presented to DivCo.
- [UCAAD's Report on the Faculty Pay Equity Study](#) (12.7.11)- Sent memo to the Chancellor voicing concern about the implications of the study and recommended that a similar study be conducted at UC Merced.
- Chemistry and Chemical Biology CCGA Proposal (2.1.12) – Sent memo to the Vice Chancellor for Research recommending the Chemistry and Chemical Biology Proposal be submitted by the campus to CCGA.
- [Online Education Pilot Project](#) (2.15.12) – Forwarded comments to the Administration regarding DivCo's concerns of UC Merced taking on the registration duties of the Online Education Pilot Project and requested clarification on the costs associated with the request from the systemwide Vice Provost.
- [Academic Calendars 2013-2016](#) (5.16.12) – Endorsed the academic calendars.
- [Revised MAPP](#) (6.4.12) – Sent memo to the Vice Provost for Academic Personnel regarding DivCo's response to the revised MAPP.
- Course Buyout Policy (6.8.12) – Sent memo to the EVC/Provost regarding the concerns with the proposed Course Buyout Policy.

*DivCo reviewed and responded to the following campus items:*

- Supplemental Questions for Distance or Blended Course Approval Request (9.21.11)- Approved questionnaire for [undergraduate](#) and [graduate](#) courses.
- [ORU Proposal Review Process](#) (10.5.11) – Approved proposal.
- [Merced Division Guidelines for Senate Consultation](#) (10.5.11) – Approved guidelines for administrative and non-administrative consultation.

- [Program Review Policy](#) (10.19.11) – Approved revisions to the policy to protect faculty anonymity.
- Publishing Senate Documents (10.19.11) – Reviewed the current process of publishing the Academic Senate committee attendance records and agreed to share the records internally upon request to the Deans and CAP, but not publically.
- [Bylaw Revision Proposals](#) (12.7.11) – Reviewed the proposed changes to the following Bylaws: ORU authority (II.IV.3.B.14), GRC jurisdiction and duties (II.IV.3.B.3), and UGC jurisdiction and duties regarding Program Review (II.IV.2.B.2).
- [Graduate Program Review Policy and Procedures](#) (2.15.12) – Reviewed the minor revision made by GRC and recommended copying the UGC policy language.
- School Bylaw Revisions: [SSHA](#), [NS](#) and [Eng.](#) (2.29.12) – Reviewed the memos written by CRE on shared governance and agreed on the need to clarify roles, responsibilities and associated resources that are important contributions supporting shared governance.
- [Credit Hour Policy](#) (2.29.12) – Approved the policy amended by UGC.
- Academic Honesty Policy (2.29.12) – Provided feedback to UGC on the Academic Honesty Policy.
- Delegation of Authority for Academic Personnel Actions (4.4.12) – Reviewed the delegation of authority for Academic Personnel actions in the Schools for Assistant Professor Step I, II, and III appointments.
- [Graduate Advisors Handbook Review](#) (4.4.12) – Approved the changes to the course credit requirements for the Master’s degree.
- Academic Strategic Plans (4.4.12) – Reviewed the process for the Academic Strategic Plans and recommended that CAPRA draft guidelines to facilitate the process and increase the probability of receiving the strategic plans on time.
- Academic Honesty Policy Task Force (5.2.12) – Approved the charge proposed by UGC.
- Guidelines for Developing Undergraduate and Graduate PLOs and CLOs (5.2.12) – Endorsed the proposed guidelines drafted by the Accreditation Liaison Officer (ALO).
- [WASC Policy on Graduate Education](#) (5.2.12) – Forwarded GRC’s memo to the ALO regarding the concerns raised with the language on page five of the policy that suggests that all faculty teaching students in doctoral programs should have postdoctoral training.
- [Course Drop Policy](#) (5.16.12) – Approved the changes to the Course Drop Policy- SR 70.2 submitted by the Registrar.
- Program Review of SSHA Minors (5.16.12) - Reviewed the request from SSHA to combine the Program Review of stand-alone minors with the reviews of different but related majors.
- Proposed Changes to the Economics Major (5.16.12) – Reviewed and approved the changes to the Economic Major that will help begin the separation/planning of the Economics and Management Majors.
- [Lecturers Teaching Graduate Courses Policy](#) (6.4.12) – Approved the draft policy for lecturers teaching graduate courses.

*DivCo opined on the following systemwide items:*

- Response to the Academic Council regarding [APM 668](#) (11.9.11) – Expressed strong concerns regarding the transparency, forms of peer review, and rewards for outstanding faculty accomplishment that receive external funding in the proposed salary policy.
- [Comments to Board of Admissions and Relations with Schools regarding the Transfer Admission Proposal](#) (11.21.11) – Supported the proposal that is similar to the policy already in place at UC Merced.
- Response to the Academic Council regarding [APM 205](#) (11.18.11) – Supported the proposed policy.
- Response to the Academic Council regarding [UCAAD's Report on the Faculty Pay Equity Study](#) (12.7.11) – Expressed strong concerns with the methodology and recommendation for further study to determine whether the differences identified could be explained by different disciplines.
- Response to the Academic Council regarding the review of the [UC Observatories](#) (2.29.12) – Forwarded concerns raised by the Physics faculty regarding the degree of transparency and the structure of the UC Observatories.
- Response to the Academic Council regarding the [Faculty Salaries Task Force Report](#) (4.4.12) – Expressed concerns regarding the implementation of salary scales.
- Response to the Academic Council regarding the [Academic Personnel Policy Section 035 and 190](#) (4.4.12) – Supported the technical revision to the APM that would ensure consistency with existing federal and state law.
- Response to UCOLASC regarding the draft [UCOLASC Open Access Policy](#) (5.16.12) – Endorsed the draft policy.
- Response to the Academic Council regarding the [APM 010, 015, and 016](#) (5.16.12) – Supported the minor revisions that would protect faculty from being disciplined for not agreeing with the Administration.

#### **2011-2012 List of Guests**

- Chancellor Dorothy Leland on August 31, 2011 and March 14, 2012
- Nancy Ochsner, Director, Office of Institutional Planning and Analysis, on October 19, 2011
- Mary Miller, Vice Chancellor for Administration, on February 15, 2012
- Sam Traina, Vice Chancellor for Research/Dean of the Graduate Division on April 18, 2012

#### **Senate Office**

The Academic Senate Office workload has increased significantly with the expanding office involvement in strategic planning and ongoing response to the campus requirements for Program Review as well as WASC requirements. 2011-2012 saw the addition of a new Senate standing committee the Faculty Welfare Committee. With the maturing of the Division Council, the growth of the faculty, and the growing needs of Program Review, some Senate committees will likely divide and new ones will likely be added.

Respectfully Submitted:

***UCM Faculty***

Susan Amussen, Chair (SSHA)

Peggy O'Day, Vice-Chair (NS)

Nella Van Dyke, CAPRA Chair (SSHA)

Gregg Camfield, UGC Chair (SSHA)

Will Shadish, GRC Chair (SSHA)

Jeff Yoshimi, CoC Chair (SSHA)

Mike Colvin, CAP Vice-Chair (NS)

Rick Dale, Parliamentarian & CRE Chair (SSHA)

Wolfgang Rogge, At-Large Member (Eng.)

Robin DeLugan, At-Large Member (SSHA)

***Senate Staff***

Susan Sims, Executive Director of the Senate Office

Fatima Paul, Principal Analyst & Manager of Program Review

Mary Ann Coughlin, Senior Analyst