

DIVISIONAL COUNCIL
Minutes of Meeting
Monday, March 11, 2024

Attendees: Chair Matt Hibbing, Kevin Mitchell, Michael Scheibner, Muey Saeturn, Sarah Depaoli, Marcos Garcia-Ojeda, Christopher Viney, Kara McCloskey, Jayson Beaster-Jones, Sean Malloy, Tao Ye, Charlie Eaton, Alexander Petersen, Emily Jane McTavish

I. Interim EVC/Provost Zatz Updates

SNS Dean and incoming EVC/Provost Dumont was unable to join today's meeting. Interim EVC/Provost Zatz updated Divisional Council on the following:

- On-campus interviews for the SSHA dean position begin next week and will finish in the first week of April. Four candidates will be brought to campus for interviews and a communication will be issued to the campus.
- On-campus interviews for the VPDUE position candidates will occur after the completion of the SSHA dean interviews.
- On-campus interviews for the CREATEs director position will occur after the aforementioned interviews have been completed.
- The Berkeley Executive Search firm is holding listening sessions with faculty this semester for the SNS dean search. The firm will then begin recruiting candidates this summer.
- The TAS work groups are making progress.
- Academic affairs units made their budget presentations in Deans Council meetings which a few CAPRA members attended.

Senate Vice Chair and CAPRA member Mitchell stated that last year, CAPRA received an excess of information for reviewing the budget requests and this year, the committee received too little. The Excel spreadsheets that units were asked to complete do not include explanations for their requests. A short blurb for each request would have been helpful to CAPRA, especially for non-personnel related budget requests.

Action: The EVC/Provost's office will contact the academic affairs units and ask them to submit short explanations for each of their budget requests. This information will be forwarded to CAPRA.

FWAF Member Beaster-Jones asked Interim EVC/Provost Zatz about the UC Retirement Administration Service Center (RASC). IEVCP Zatz replied that she has heard from UCOP that telephone holding times have improved slightly but the system is still generally problematic.

II. Chair's Report – Matt Hibbing

A. Academic Council Updates (Feb. 28)

- Discussion about Senate Regulation 630.E.
- Academic Council is holding a special meeting tomorrow morning on the UC Regents Policy on Use of University Administrative Websites.
- Consultation with UC President Drake and CFO Brostrom about the state budget outlook. The full state of the budget will be known after the Governor's May revise.

- Discussion about the proposed Academic Senate Statement on UC Quality. Academic Council members highlighted UC Merced’s student population and how Merced is unique from the other UC campuses.

B. Meeting with Interim EVC/Provost Zatz and SNS Dean/Incoming EVC/Provost Dumont (Feb. 27)

- SNS Dean Dumont was receptive to the Senate’s feedback on the proposed Medical Education Department. She also consulted with GC on the SJVPP. Dean Dumont clarified that the reason for establishing the department before the program is approved is that the campus is currently trying to hire faculty in this area for budget reasons and they need somewhere to be housed.
- The work of the Financial Management and Reporting Task Force is progressing.
- Senate Chair Hibbing reiterated the need for department level staffing and expressed disappointment at the lack of a robust plan from SSHA and SoE. Interim EVC/Provost Zatz contacted the deans of both schools to ask for staffing plans.
- Senate Regulation 630.E. It is likely the Senate will take action on this sooner rather than later and Senate Chair Hibbing wanted to allow the administration to weigh in.
- SSHA restructure. The interim SSHA dean is working on it and the next draft of the plan will likely be a proposed two-division structure. The draft plan will be reviewed by the SSHA EC.

C. Memo from Associate Dean of AES

The VPAP has approved the working title of Professor of Cooperative Extension for all academic personnel holding the title of Specialist of Cooperative Extension, effective immediately. DivCo were notified of this action on March 8.

III. Consent Calendar

- A. Today’s Agenda
B. February 26 Meeting Minutes

Action: The Consent Calendar was approved as presented.

IV. Consultation with Chancellor Muñoz and ASUCM President Craven

Presentation materials were distributed to Divisional Council on March 5 and were linked on today’s agenda.

The Chancellor updated Divisional Council on the following:

- The campus issued a communication about the activities that took place on campus during Research Week.
- At the January Board of Regents meeting, the Chancellor gave a presentation on UC Merced which is included in the materials for today’s meeting. ASUCM President Craven also gave remarks at the meeting.
- The groundbreaking for the Medical Education building will be held on May 14.
- For the first time in UC Merced’s history, the campus will host a Board of Regents meeting which will be held May 15-16.
- The Chancellor then summarized for Divisional Council the future campus projects including the Promise Housing Residence Hall, COB 3, and the Field Education Center. The Field Education Center will be built near the site of the old barn and the goal is to have the Center be ready for use by fall 2024. It will be an open-air pavilion that would allow individuals to enjoy the views and see vernal pools and

have solar panels to provide light. The Chancellor informed Divisional Council members that adjacent to the Field Education Center, he would like to build an observatory.

- The Legislative Analyst’s Office (LAO) recommended a claw back of some funds to UC Merced. The Chancellor stated his intention to try to avoid this. The new housing project and COB 3 are tentative. While the San Joaquin Valley is well represented by lawmakers in the state legislature, there is a chance the campus’s future plans will be negatively impacted by state budget constraints.
- The campus created the Opportunity Fellowship program which is funded by an allocation from UCOP for about \$56,000. The campus received 34 proposals and has funded 27 students who are affected by California law AB 540 (which states that certain nonresident students are exempt from paying nonresident supplemental tuition) on fellowships. The Chancellor hopes to increase the funding for this program. UC Merced is the first in the UC system to offer this program.
- The new anti-discrimination policy has been approved by systemwide and will be promulgated across the system. Additional information is forthcoming. UC Merced applied for funding for an initiative related to anti-bias and student mental health. The campus received an initial allocation of \$156,000 and is submitting a proposal for a second tranche of funding for \$250,000. This initiative involves several units on campus. The goal is to allocate the funding to student activities where competing ideas do not have to result in violence.
- SNS Dean Dumont will begin her role as EVC/Provost on April 1. Professor Michael Findlater is the SNS interim dean.
- The campus received an extraordinary number of applications for the positions of SSHA dean, VPDUE, and CREATEs director.
- The American Council on Education (ACE) announced that UC Merced is one of the winners of the 2024 ACE/Fidelity Investments Award for Institutional Transformation. There are two award categories, one for institutions with student populations of up to 12,000 (UC Merced) and another for institutions with student populations over 12,000. The award is given to institutions that responded to higher education challenges in innovative and creative ways and made changes in a brief period.
- The Chancellor then discussed his plans to invite speakers to campus to address various topics such as AI and modalities of instruction.

ASUCM President Craven updated Divisional Council on the following:

- Students are excited about athletics, including the potential transition to D2.
- The campus has seen a dramatic increase in student clubs and organizations participation just over the past academic year. Last year, there were 115 registered clubs and organizations through the Office of Student Involvement. This year, there are 210.
- Creative Lab has been a success and the ASUCM is trying to create marketing for it and centralize a department to provide resources. One example of a successful campaign is the monthly limited-edition Rufus sticker in which sticker locations are announced on social media for students to seek out.
- The ASUCM collaborated with Dining Services on a farmer’s market in the Cat Quad.
- The ASUCM is working on a Review Period initiative whereby no new material is taught in courses the week before finals to give students the chance to review what they have learned for the semester.
- Student Union Referendum in April. ASUCM President Craven expressed his excitement for this and stated that the students would like a building across from University Plaza or a location by the tennis and basketball courts.
- Student Newspaper revival. The campus used to have a physical newspaper which transitioned to a digital format. The ASUCM is interested in re-establishing the digital newspaper.

The Chancellor suggested that he could speak about enrollment projections at his next consultation with Divisional Council. A memo will be issued by the campus this week on this topic. Associate Chancellor & Chief of Staff

Putney mentioned that VC Okoli and Executive Director of Space & Capital Strategies and Real Estate Maggie Saunders will present at a Divisional Council meeting in April and they can speak more about the Field Education Center.

V. Campus Experience Requirement (Senate Regulation 630.E.)

Background:

Following a systemwide review, the Assembly approved revisions to Senate Regulations 610 and 630 as proposed by UCEP. The amendments updated the residency prerequisite for an undergraduate bachelor's degree by adding a "campus experience requirement" that mandates all undergraduates complete a minimum of six units of in-person courses during a quarter/semester for one year, with the in-person course defined as having at least 50% of instruction occur face-to-face. The revision effectively closed a loophole that could have enabled both students on their own and campuses to create fully online degree programs through individually approved online courses and may have led to students having limited or no access to on-campus resources. The change not only safeguards against such scenarios but also permits campuses to experiment with online majors and minors.

Relevant correspondence was linked on today's agenda.

Senate Chair Hibbing explained that the current issue is less about the policy itself and more about displeasure over the process from the Regents.

There will likely be a request that each UC campus implement a policy like Senate Regulation 630 but it is unclear if each of the campus policies have to be the same or if they can slightly differ in order to fit each campus's situation. Some UC campuses already have plans for fully online degrees they may pilot. UC Irvine and UC San Diego have an interest in implementing policies quickly.

AFAC Chair Eaton pointed out that UC Merced's Academic Senate already has a policy and suggested that Divisional Council could draft a statement reaffirming the policy.

EDI Chair Garcia-Ojeda asked if there are funds to support the training of faculty to deliver online courses as many faculty were not prepared during the pivot to online courses a few years ago. Other Divisional Council members raised the issues of accreditation and faculty oversight.

Divisional Council members agreed on drafting a statement that reaffirms the existing UC Merced Senate policy. CRE Chair Viney asked members to keep in mind the target audience for the statement as that will dictate what type of approval process the statement will undergo.

Action: AFAC Chair Eaton will take the lead on drafting a statement of affirmation of the existing policy.

VI. Campus Review Items

A. Policy on Transmission of Documents to the University Archives

The proposed policy codifies instructions currently present in the UC Records Retention Schedule regarding the transferring of relevant campus records to the University Archives. The policy applies to UCM employees who handle administrative records, and all inactive records documenting the University's decision-making processes, the functions of the University, and the essential cultural history of the campus, such as administrative records, general publications, and student organizations' records.

Comments were received from the following committees:

- CRE
- FWAF
- GC
- LASC

FWAF Chair Beaster-Jones summarized the committee comments. The consensus is that there is uncertainty, and more information is needed. For example, the policy states that academic and administrative records should be archived but “academic” is not clearly defined.

Action: ED Paul will invite Divisional Council members to review a draft DivCo response via email.

B. Interim Implementing Procedures for Abusive Conduct in the Workplace

The Campus Implementing Procedures (CIP) are intended to implement and supplement the University of California Policy on Abusive Conduct in the Workplace (“Abusive Conduct Policy” or “UC Policy”), which became effective January 1, 2023. The systemwide Abusive Conduct Policy and the CIP replace UC Merced’s previous *Policy on Prohibition of Abusive Conduct and Acts of Violence by University Employees and Non-Affiliates*, which was rescinded on January 1, 2023. All campuses are required to develop procedures and supplementary information to support the implementation of the Abusive Conduct Policy (see Abusive Conduct Policy, Section IV.A)

Key Aspects of the CIP:

- Incorporates all definitions from the systemwide UC Policy (CIP, Section III)
- Contains specific provisions for the immediate reporting of emergencies or acts or threats of violence, similar to the campus’s previous *Policy on Prohibition of Abusive Conduct and Acts of Violence by University Employees and Non-Affiliates*. (CIP, Section IV.A & B)
- Explains how to report abusive conduct of a non-violent or non-threatening nature – e.g., either to the reporter’s supervisor, manager or administrator, or directly to Human Resources (HR) or the Academic Personnel Office (APO). Direct links to responsible offices are provided. (CIP, Section IV.D, Section IV.C.1)
- Outlines the responsibilities of the supervisor, manager or administrator, or HR or APO, once a report of abusive conduct is received. (CIP, Section IV.C.2 & 3; Section IV.E – Initial Assessments)
- Outlines the responsibilities of HR or APO to refer to OPHD, all SVSH-related complaints or complaints based on one or more protected categories as outlined in the University’s *Discrimination, Harassment, and Affirmative Action in the Workplace* policy (CIP, Section IV.G)
- Outlines the responsibilities of HR or APO to refer reports of suspected improper governmental activity or alleged retaliation under the University’s Whistleblower or Whistleblower Protection policies to the campus’s Locally Designated Official. (CIP, Section IV.F)
- Outlines the responsibilities of HR or APO regarding communication with the complainant after the initial assessment of a report of abusive conduct. (CIP, Section IV.C.3)
- If there is a formal investigation, the CIP refers to UC Policy provisions that contain detailed requirements. The CIP also outlines some of the key provisions from UC Policy (CIP, Section IV.H)
- Explains that the complainant and respondent will be informed once a formal investigation is completed and whether or not a violation of the UC Policy has occurred. Actions taken to resolve the complaint, if any, that are directly related to the complainant, such as a no-contact directive, will be shared with the complainant. Per UC policies protecting individuals’ privacy, the complainant may be notified generally that the matter has been referred for appropriate administrative action but will not be informed of the details of the recommended action without the respondent’s consent. (CIP, Section IV.H; Abusive Conduct Policy, Section V.F.2.b.9)

- Explains the ability of employees to file grievances or complaints under established University policies and procedures, including Academic Personnel Manual (APM) 016 and the campus MAPP 016. In the case of Senate faculty, APM 016/MAPP 016 procedures shall govern. (CIP, Section IV.I)

Comments were received from the following committees:

- CAP
- CRE
- EDI
- FWAF
- GC
- LASC
- SNS EC

At-large member Saeteurn summarized the committee comments. CAP Chair Malloy pointed out that faculty’s research and teaching records are negatively impacted by such situations and because of this, he wondered if CAP should be made aware. The APM is vague on what confidential documents can be shared.

Action: ED Paul will invite Divisional Council members to review a draft DivCo response via email.

VII. Systemwide Review Item

A. Proposed Revisions to APM 285 – Lecturers with Security of Employment Series

Comments were received from the following committees:

- CAP
- CRE
- EDI
- FWAF
- GC

CAP Chair Malloy summarized the committee comments and stated that the proposed name change is beneficial as it clarifies that faculty in this series are Professors and Senate members and not Unit 18 lecturers (non-Senate faculty).

Action: Divisional Council endorsed the proposed APM 285 revisions. Divisional Council will transmit a response to Academic Council by March 20, 2024.

There being no further business, the meeting was adjourned at 4:30 pm

Attest: Matt Hibbing, Senate Chair