

DIVISION COUNCIL
Meeting Minutes
Wednesday, January 16, 2013

Pursuant to call, the Division Council met at 1:30 pm on Wednesday, January 16, 2013, in Room 159 of the Kolligian Library, Vice Chair Ignacio López-Calvo presiding.

I. Vice Chair's Report and Announcements – *Ignacio López-Calvo*

A. Reminder: [DivCo Spring 2013 Schedule](#)

B. Provost/EVC Peterson will be attending the January 30 meeting and members were asked to forward possible discussion items to the Senate Interim Director.

Action: Senate Office will send out a call for discussion items.

C. DivCo has not received a response from the Administration to its request for more information regarding the Composite Benefit Rates initiative.

D. DivCo received a memo from Chancellor Leland regarding the approval of the LES Bylaw 55 Unit.

C. Upcoming Visit by UC Online Education Interim Director Keith Williams (Feb. 14, 2013 - 11:00-1:00PM in KL 232).

Action: Senate Office will send out call for agenda items for the meeting with UCOE Director Keith Williams.

II. Consent Calendar

A. The agenda was approved as presented.

B. The December 6 Meeting Minutes were unanimously approved.

III. Update on CAPRA FTE Request – *Susan Amussen, CAPRA Chair*

DivCo discussed the revised CAPRA FTE Request Process. Changes made by CAPRA have preserved the notion of graduate groups being the driver for FTE request but allow for other groups to submit proposals. The committee has also clarified how the consultation process will be transparent as all the FTE proposals are expected to be posted online for two weeks in order to allow schools to review and comment. The two-week period is intended to allow for cross - school review and to allow groups to communicate with each other. The initial rankings will be done by the School Executive Committees. The school-level review process, where ECs send their recommendations to their respective Deans, is intended to mirror the campus-level review process, where CAPRA makes recommendations to the Administration. Deans are expected to submit their decision by April 1st.

The website logistics have not yet been determined and will require further review by CAPRA. DivCo members asked for continued updates as the website logistics issue is determined.

IV. Steering Committee for WASC Interim Report

The Steering Committee is charged with ensuring the development of an Interim Report due to the WASC Commission on March 1, 2014. The Provost/EVC has requested the participation of three Senate members representing GRC, UGC and the School not represented by either of those

appointments. Requests for volunteers were sent to UGC and GRC but no one expressed interest. The first meeting of the Steering Committee is scheduled for early February.

Action: The Senate Office will send an email to all Senate faculty requesting volunteers.

V. **Campus Review Items**

A. **SACAP Memo to AP Leads**

CAP and FW were asked by SACAP to provide feedback on the draft memo to AP Leads regarding integrating evidence of faculty engagement with the assessment of student learning into the personnel process. FW provided comments and CAP chose not to opine.

DivCo members agreed that assessment is not only a service component, but also a teaching component. Wording needs to be clarified in order to make it clear that SACAP is not imposing additional requirements on faculty, but just making sure that all faculty receive credit for what they are doing. Participation in assessment is part of the teaching and has multiple layers when it comes to service. Members agreed that mentioning that another line of evidence in assessment would be to take into account both the service and teaching components. Members also agreed to revise the introductory paragraph.

Action: Senate Vice Chair López-Calvo will draft memo to forward to SACAP.

B. **Political Science and Sociology Bylaw 55 Unit Proposals**

Senate was asked to review the proposals to establish two SSHA Bylaw Units. CAP, CAPRA, CRE, FW, GRC, and UGC were asked to opine. CRE, GRC, UGC, and CAP have provided comments. FW chose not to opine.

In general, the comments were supportive of the proposals. DivCo agreed with comments made by CAP regarding the Associate Professors' voting rights on personnel actions.

DivCo endorsed the Sociology and Political Science Bylaw 55 Unit Proposals with the condition that the proposals be revised to apply voting consistency across the ranks.

Action: Vice Chair López-Calvo will draft memo to SSHA.

C. **Discussion Item: CCGA Proposals- Valerie Leppert, GRC Chair**

GRC will be completing its review of the Political Science and Interdisciplinary Humanities Graduate Group Proposals soon. Chair Leppert requested feedback on what role DivCo would like to play at the next stage of review.

D. **Discussion Item: [Urban Land Institute Report](#)**

Chancellor Leland released the final report from the Urban Land Institute on January 7 which outlines recommendations that will impact the development and resources of the campus. DivCo members were concerned with the conflicting recommendations of the ULI report, the campus long-range development plan, and the campus architect building concepts.

Action: DivCo will continue to discuss the ULI Report at its next meeting.

V. **Committee Chair Reports**

- CAP – *Vice Chair Dave Kelley - absent*
- CAPRA – *Chair Susan Amussen*
CAPRA will be meeting with Daniel Feitelberg, the Acting Vice Chancellor for Planning and Budget.
- CoC – *Chair Ajay Gopinathan*
CoC is working on identifying a new tenured faculty member representative to serve on the Systemwide Portfolio Review Group.
- CRE – *Chair Rick Dale*
CRE will present a proposal for the website organization early this spring to DivCo. CRE is also preparing for the elections this semester. The Social Sciences membership issue continues to be discussed and Chair Dale is engaged in discussions with the relevant parties for a quick conclusion.
- GRC – *Chair Valerie Leppert*
GRC is working on revising the Graduate Program Review Policy.
- UGC – *Chair Cristián Ricci*
UGC will review the proposed English and Spanish Majors.

There being no further business, the meeting adjourned.

Attest: Ignacio López-Calvo, Vice Chair