

**REGULAR MEETING OF THE UC MERCED DIVISION
MINUTES OF MEETING
DECEMBER 3, 2009**

I. CALL TO ORDER

Pursuant to call, the UC Merced Division Academic Senate met on Thursday, December 3, 2009 in Room 232 of the Kolligian Library. Senate Chair Martha Conklin presiding. Chair Conklin welcomed participants and guests and called the meeting to order at 3:30 pm.

II. ANNOUNCEMENTS

Senate Chair Martha Conklin

The Senate Chair thanked faculty members for their service to the Academic Senate. She reported on the following topics:

- A. WASC visit. This was one of the campus's major accomplishments this fall. We are now in the Educational Effectiveness Review (EER) stage and it is crucial that faculty get involved. UCM is undergoing its first program review with Applied Math.
- B. Student to faculty ratio. It is currently 29:1. We are anticipating 600-650 new students per year over the next few years. We hope to hire 50 faculty during this time.
- C. Majors. Faculty involvement in the decision-making process of the growth of majors is necessary.
- D. Student fee increases. Academic Council released an open letter supporting the fee increases in light of reduced state funding. We need to market UC as an important budget priority for the state.
- E. UC Commission on the Future. ("Gould Commission") The Commission is focusing on how to re-design the UC system. Faculty are encouraged to be informed about the Commission's working groups as the groups' information has significant implications for UC Merced.
- F. Shared governance. UCM has a system of shared governance between faculty and the Administration. We have formal consultation in the form of written communication. An example of shared governance is our new procedure for the formation of academic units (Bylaw 55 units). Our degree program formation procedures are nearly complete. We are establishing better methods of communications on program review and course assessments. We have a newly formed Senate-Administration Committee on Assessment. We also have a Senate-Administration Council that is streamlining campus-wide processes and deals with an array of campuswide issues. We look forward to improving communication with our Budget Committee. Other examples of shared governance are: UGC's initiation of program review, CAPRA's development of guidelines to facilitate Strategic Planning, and the Chancellor and EVC/Provost Alley's recent commitment to hiring a part-time campus Ombudsman.
- G. Staff. Chair Conklin thanked retired Senate Director Nancy Clarke for all her hard work. In addition, Chair Conklin thanked Senate staff Fatima Paul and Simrin Takhar for their tireless work in supporting the standing committees and DivCo—particularly shouldering the workload of the Director. They are the institutional memory of the Senate.

Chancellor Sung-Mo “Steve” Kang

The Chancellor reported on the following topics:

- A. Welcome to Interim Provost Pitts, Senate Chair Powell, and Senate Vice Chair Simmons.
- B. Admissions update. Compared to last year at this time, freshmen applications are up by 18%. Transfer applications are up by 47%.
- C. WASC visit to UCM. Thank you to the faculty for your participation and leadership. The WASC team was complimentary to us. We look forward to doing as well for the second phase of WASC’s visit.
- D. Academic Innovation Symposium of November 13, 2009. It was hosted at UCM and was successful. Attendees included UC President Yudof, Chancellors Block, Drake, and Katehi, and Regent George Marcus.
- E. Student fee increase. Due to the vast shortfall in the state budget, it was necessary for the Regents to approve the fee increases. President Yudof is doing his best to discontinue furloughs next year.
- F. State budget. There is a \$20.1 billion deficit. My office has been issuing op-ed pieces in newspapers in the Central Valley.
- G. Strategic Academic Vision 2025. It was completed. We had a workshop last summer and we will continue to build on that Vision for academic planning.
- H. Space. S&E 2 is a high priority for the UC system but we do not know when it will be completed. We also have classroom and office space needs.
- I. Governor Schwarznegger recently came to the campus. He was impressed by the diversity of our student body as well as the percentage of first-generation college students.
- J. Future. We are making good progress on campus despite the challenges. The next few years will be challenging but we need to work together and create a plan on what we need to grow. We have a positive vision and mission.

EVC/Provost Keith Alley

The EVC/Provost reported on the following topics:

- A. UCM has a “routine” now. Everything is not an emergency the way it is when we first began. The establishment of a routine is a great accomplishment.
- B. Academic Planning. Yesterday, I sent out the documents to the Deans, CAPRA, and DivCo along with the criteria that CAPRA will use to provide guidance on allocation. We are trying to do a three-year rolling plan in the Schools around faculty allocation and program development. Out of the 50 new faculty positions, we are going to use five as a strategic investment group that will address the issues that are in the Strategic Academic Plan. There were five research themes in that Plan. All three Schools can potentially compete in almost all of those research areas. I will work with CAPRA to identify the sequencing and process.
- C. WASC Report. We received a preliminary report on the Capacity and Preparatory Review (CPR). The final report first has to go to Academic Council before coming to us. We will post it on the web. We are starting the EER stage and are assembling the appropriate groups of faculty and administrators.
- D. We are starting to formulate the search committee for the new Dean of Engineering. As we did with the Dean of SSHA search, we put out a contract to hire a search firm.
- E. Application numbers. The numbers reflect the great diversity of our campus.
- F. UC Commission on the Future (“Gould Commission”). Seven members of UCM are on the various working groups. We are planning on holding open forums in January,

February, and March with the seven representatives to provide information to the campus community and to listen to your input.

- G. OP. We have worked very hard with OP over the years. They are genuinely trying to help us solve our problems. That is a tribute to UC leadership. Many of them have been to UCM multiple times.

UC Interim Provost Larry Pitts

The Interim Provost reported on the following topics:

- A. It is impressive that the UCM faculty accomplishes as much as they do with such low faculty numbers. President Yudof has made clear that the success of UCM is high on his priority list.
- B. The lack of a funding model makes planning difficult for UCM. But there will be enrollment funding for the next three years.
- C. OP allocated \$20 million in capital funding for UCM. UCM will decide how to use it.

Systemwide Senate Chair Harry Powell

The Systemwide Senate Chair reported on the following topics:

- A. Visiting UCM is very important to Dan (Systemwide Senate Vice Chair) and I. The faculty and staff should be thanked for their hard work.
- B. The UC system is California's greatest achievement. UC faculty, staff, students, alumni, and Regents are strongly committed to excellence.
- C. State funding for UC. The UCs play an important role in the state of California. They are part of the vision on which the state was founded.
- D. Gould Commission. The Commission is taking a systematic and systemwide look at how the UC operates and what UC will do in the future. In the spirit of shared governance, we would like to ensure that the standing committees of the Academic Council interact closely with the working groups.
- E. Advocacy. Dan and I have constant discussions and a formal relationship with the Senates of the CSUs. Tomorrow, we are going to L.A. for a meeting with the intersegmental committee of Academic Senates: UCs, CSUs, and CCCs. Assembly Member Ira Ruskin will speak to us about the UC and the Master Plan. On Monday, we will be at the state Legislature participating in the informational hearing on the 50th anniversary of the Master Plan.

Systemwide Senate Vice Chair Dan Simmons

The Systemwide Senate Vice Chair reported on the following topics:

- A. I have been involved with the planning of UCM since 1995. I served as Chair of UCM's Committee on Rules and Elections (CRE).
- B. Shared Governance. (Simmons reviewed the authorities granted in the Regents Standing Orders "Mending the Wall", a document that describes shared governance.)
1 Faculty authority includes curriculum, course requirements, admissions requirements, establishing the minimum quality for degree programs, defining the membership and quality of the faculty, and advising on the budget to ensure it is being used to maintain the quality of the UC. He described how the authority of the Administration intersects with the authority of the Senate. He congratulated UCM faculty on how much they have accomplished.

http://academicsenate.ucdavis.edu/documents/shared_governance_report.pdf

III. CONSENT CALENDAR

- A. Draft Minutes of the May 4, 2009 meeting
- B. Annual Committee Reports (2008-2009)

ACTION: Consent Calendar was approved as presented.

IV. DISCUSSION ITEM

A. Proposed Revised Bylaws

In CRE Chair Peggy O'Day's absence, Senate Chair Conklin summarized the discussion item. CRE has proposed revisions to the UCM Bylaws. A set of revised Bylaws were sent to DivCo for review and will be sent to the Schools for comments. CRE solicited Bylaw revision suggestions last year from each Senate standing committee. The revised Bylaws have fuller descriptions of Senate standing committees, clarify committees' jurisdictions and duties, and have a standard numbering system.

B. Academic Unit Formation Procedures – *Senate Chair Conklin*

Currently, the three legal Academic units we have at UCM are the Schools of Engineering, Natural Sciences, and Social Sciences, Humanities, and Arts. They were granted to us when the campus opened and we have not gone through formal procedures to form other Academic units. Chair Conklin presented a diagram on Academic Unit formation, a process developed by DivCo and EVC/Provost Alley. She reiterated the importance of consultation and shared governance. There is also an issue between School-specific graduate groups versus graduate groups that span Schools. GRC Chair Chris Kello mentioned that VCR Traina has established an administrative committee on graduate education and is working with GRC on graduate education issues.

C. Program Review and Assessment – *UGC Chair Susan Amussen*

UCM is going through the process of regular annual assessment of learning outcomes. Every major has developed program learning outcomes (PLO). These assessments are mandated by WASC. WASC also mandates regular program review. Last year, UGC and GRC formulated undergraduate and graduate program review guidelines. UCM is currently undergoing its first program review with Applied Math. DivCo has requested that UGC opine on the resource needs associated with both annual assessment and program review. There are resource needs surrounding both the self-study process and the review committee that visits the campus. A faculty member pointed out that faculty time and workload is a problem. EVC/Provost Alley acknowledged the need for more staff for program review but it is unknown what level of support is needed. Alley said his own top spending priorities for this year and the next are hiring faculty, getting the necessary support in place for assessment and program review, and student support in the Schools (i.e., academic advising).

V. STANDING COMMITTEE REPORTS

CAPRA – Committee Member Evan Heit

CAPRA Chair Mike Colvin was absent. CAPRA member Heit presented Colvin's notes: School strategic planning now has a longer planning horizon of three years. The CAPRA guidelines for School strategic plans were sent yesterday. What will be transmitted to Schools is how many faculty lines they can expect as well as expectations about space and start up funds. CAPRA will opine on a method to review established programs. The committee will ask programs and groups to list their goals over the next five years. There was a brief

discussion on whether academic units have to prepare annual strategic plans. EVC/Provost Alley answered that it is crucial that units prepare strategic plans. 5

UGC – Chair Susan Amussen

The most important task the committee is doing this academic year is the Applied Math program review. Another item on UGC’s agenda is to develop policies for the review of online courses.

GRC – Chair Chris Kello

The committee is reviewing two graduate group proposals, Cognitive & Information Sciences (CIS) and Quantitative Systems Biology (QSB). GRC is also reviewing the procedures for submitting and reviewing graduate groups particularly in the context of WASC. The committee is going to review two ORU proposals, the UC Merced Energy Research Institute (MERI) and Health Sciences Research Institute (HSRI). Lastly, GRC is proposing a revision to the annual research/travel/shared equipment grants. The revision would expand the grants program.

CoC – Chair Carlos Coimbra

CoC populated all the major Senate committees. As in previous years, CoC has had a large percentage of untenured faculty and they have a significant workload.

CAP – Vice Chair Tom Harmon

This semester, following WASC requirements, CAP has requested a second line of teaching evidence to be presented in the personnel cases in addition to student evaluations. CAP is not prescribing what that additional piece of evidence should be; the Schools will make that decision. CAP has also requested that Mid-Career Appraisals be submitted earlier so that faculty can receive feedback in a timely manner.

There being no further business, the meeting adjourned at 5:00 pm.

Attest:

Martha Conklin, Senate Chair

Minutes prepared by:

Simrin Takhar