

**Graduate Council**  
**Wednesday, May 27, 2015**  
**1:00 – 2:30 pm**  
**KL 362**

 [GC 2014-2015 Resources / Agendas and Meeting Packets/May 27, 2015](#)

AGENDA	Pg.	Time
<b>I. Chair's Report - Professor Kathleen Hull</b>		<b>10 min.</b>
- Joint CAPRA/DivCo meeting on May 20		
<b>II. Vice Chair's Report - Professor Mike Dawson</b>		<b>5 min.</b>
<b>III. Consent Calendar</b>		
- Approval of the Agenda		
- Approval of the May 13 meeting minutes	<i>Pg. 1-6</i>	
<b>IV. Campus Review Item</b>		<b>5 min.</b>
- UCM Diversity Statement	<i>Pg. 7</i>	
UCM Diversity Statement recently developed by UC Merced's EEO Committee for the purpose of providing a concise statement about our diversity aspirations. The Statement will be used in the context of recruitment, communication plans, grant applications, organizational reviews, EEO audits, employment performance reviews, etc.		
<b>Action:</b> Review and send any comments to the Senate chair by Friday, June 5.		
<b>V. Consultation with VPDGE Marjorie Zatz</b>		<b>10 min.</b>
- Appointment and renewal process for graduate group chairs and annual review of chairs		
- Means of providing input to CAP on faculty mentoring		
- Anticipated changes to 1/3 return policy, with new Indirect Cost Return		
- Report on Interdisciplinary Small Grants solicitation		
- Final revisions to Handbook		
<b>VI. Informational Item</b>	<i>Pg. 8-17</i>	<b>5 min.</b>
- APM 133-17-g-j, Limitation on Total Period of Service with Certain Academic Titles		
The Senate first reviewed this particular APM revision as part of a larger package of APM revisions sent for review last fall. Final review is intended to confirm that revisions to the proposed policy reflect comments received during the systemwide review, and is not expected to lead to additional substantive changes in the proposed policy.		
<b>Action:</b> Review and send any comments to the Senate chair by Friday, June 5.		

**VII. Executive Session - GC Members Only**

**35 min.**

**Graduate Council (GC)**  
**Minutes of Meeting**  
**May 13, 2015**

Pursuant to call, the Graduate Council met at 1:00 pm on May 13, 2015 in Room 362 of the Kolligian Library, Chair Kathleen Hull presiding.

I. Provost/EVC Peterson

Provost/EVC Peterson attended today's meeting at the invitation of the Council, to discuss the strategic academic focusing initiative (SAFI) in the context of graduate education. Prior to this meeting, a list of questions from GC was distributed to the Provost/EVC.

The Provost related his disappointment at the timing of the all-faculty survey conducted by CAPRA, as the campus dialogues are not yet concluded and he felt that the yes/no vote served to polarize the campus.

The Provost then addressed GC's list of questions. Foundational hires could be driven as much by undergraduate programs as graduate programs. He pointed out that a number of multi-disciplinary faculty have been planning on fitting into the various pillars and the Provost stated that he would like to see these self-assembled groups determine how to fit into bylaw-55 units and how to empanel search committees. The Provost also mentioned that if faculty do not agree with the allocation to pillars, he welcomes their input on how else to prioritize future hires.

A GC member inquired whether graduate students will be involved in the conversations about how SAFI and Project 2020 will contribute to graduate student success. The Provost replied that they will be involved and that the faculty also need to continue to be engaged in graduate student conversations. Graduate student space is critical, and while there are options being considered, the administration has no definitive plan on space as there are issues of pedagogy and privacy that must be addressed.

VPDGE Zatz mentioned that graduate students, via the GSA, have been involved in the meetings with the Project 2020 developers.

Another GC member pointed out that many faculty members are now wondering about the status of decanal support letters that were written as part of previous PhD program proposals: the letters contained plans for future FTE lines, but the Provost's hiring plan—specifically with the pillars—conflicts with these letters.

The Provost responded that the decanal letters are not contracts and that the campus needs to look at hiring in a holistic manner rather than solely specific programs. There are enrollment pressures all around campus. Furthermore, even if we had no pillars and planned to hire only into foundational areas as is traditional, the campus would still have to make priorities.

The GC chair stated that this year's Council was conservative in its approval of PhD program proposals for these reasons. She asked the Provost if there was specific data that the Council could provide. The Provost responded that the campus needs to more fully grasp the University's teaching mission and he would find the following helpful: who is teaching at the lower and upper division level, what graduate courses are being offered, how often are they being offered, what is the level of graduate student participation, and are there key aspects of the graduate curriculum that are not offered because the schools do not have the faculty or resources to execute them?

The Provost reiterated that he will continue to support the strong disciplinary and multi-disciplinary programs on this campus. In response to a GC member's concern about adequate staff support to help provide these data, Provost Peterson replied that he is already working with IRDS on workload analysis and has contracted with Academic Analytics. VPDGE Zatz stated that she is working with each of the graduate groups on these data and will ask them to review it. This will give us some baseline data on a number of different indicators.

## II. Chair's Report

Chair Hull updated the GC members on the following:

- April 30 Division Council meeting.
  - Members of the administration attended to provide Project 2020 updates that were helpful to Division Council members. Faculty felt more assured about the future plans for space.
- May 6 CCGA meeting.
  - CCGA has completed its analysis and recommendations regarding the issues associated with self-supporting graduate professional degree programs (SSGPDPs). The recommendations will be distributed to campuses. Chair Hull indicated that the GC policy subcommittee will address how to integrate these recommendations into campus policies.
  - The UC Berkeley Graduate Student Happiness and Well Being report of 2014 was discussed by CCGA. It is critical to offer mental health services on each campus.
- April 23 Meeting of the Division
  - The Governor's staff was supposed to address graduate education but the Governor's focus at this time appears to be undergraduate education.
  - Systemwide chair Mary Gilly attended and provided systemwide updates such as the revisions to the policy on sexual violence and harassment. GC opined at the April 1 meeting and had planned to submit comments but these comments were never sent to systemwide.

## III. Vice Chair's Report

- UGC/GC/PROC policy subcommittee. Prior to this meeting, a draft document was circulated among the committee and was included in this meeting's agenda packet. Vice Chair Dawson announced that the

subcommittee will be reconstituted next academic year in light of the new GC and UGC leadership.

**ACTION:** GC Chair Hull approved the draft document and next year's plans. An official email to Vice Chair Dawson and the GC membership will be transmitted.

IV. Consent Calendar

- Today's agenda
- April 1 and 29 meeting minutes
- Physics policies and procedures.

**ACTION:** All items were approved as presented.

V. Latest revisions to Draft Policy on Concentrations and Designated Emphases

Chair Hull reported that she had a productive meeting with Registrar Herbrand and work on this draft policy will continue.

VI. CCGA SSGPDP Memo

Chair Hull reiterated that she will represent GC on the SSP/PDST task force with VPDGE Zatz that will consider these recommendations.

VII. Campus Review Item

- UC Merced's Review under the WSCUC Standards

UC Merced initiated its efforts to re-affirm accreditation by WSCUC, which will conclude with an Accreditation Visit in spring 2018 and, in June 2018, the WSCUC Commission decision to re-affirm accreditation for a period of 6, 8 or 10 years. The first step in the Institutional Review Process for re-affirmation is to complete, as an institution, the *Review under the WSCUC Standards*. All

Senate standing committees are asked to review the draft of this this document.

GC members discussed the draft and noted the following: mentoring guidelines should be incorporated, the lack of adequate staff support and faculty input on staff effectiveness, incentives for faculty and whether that includes graduate chair compensation, and graduate student feedback.

**ACTION:** GC Chair will circulate a draft memo of Council's comments and requested edits and/or approval by tomorrow at 4:00 pm. The final memo will be transmitted to the Senate chair.

#### VIII. Consultation with VPDGE Zatz

Dean Zatz updated GC members on the following:

- The Grad Slam finals from UCOP were live streamed in the Grad Pad. The UC Merced contingent at Grad Slam finals included our finalist, his faculty advisor, the Provost, Vice Chancellor for Development, major donors, and members of the Board of Trustees.
- This campus is quite attentive to issues surrounding undocumented students and the undocumented student coordinators are drafting various suggestions.
- Graduate student applications for next year are at 596, which is almost an 18% increase from last year at this time. There are 279 total admits. Total SIRs are 142, which represents a 38% increase over last year but part of this number will experience melt. While these admissions numbers are a significant improvement upon last year, our anticipated enrollments for Fall 2015 remain, unfortunately, short of our projections
- Summary of exceptions. Dean Zatz asked GC to provide her with instructions on what the Council wants to see in her summary of exceptions for this academic year.

## IX. Informational Item

Prior to this meeting, a memo was sent to GC confirming that Office of the Registrar staff adjusted the Banner minimum grade for prerequisite graduate courses to “B” to reflect the Regulations of the Merced Division.

GC members agreed that graduate groups should have discussions about this standard as several new faculty members came from non-UC institutions and may not be aware of this regulation.

There being no further business, the meeting was adjourned at 2:30 pm.

Attest:

Kathleen Hull, GC Chair

Minutes taken by: Simrin Takhar, Senate Analyst



CAMPUS COMPLIANCE  
Title IX, EEO, AA  
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### UC Merced Diversity Statement

At UC Merced we recognize, respect, and appreciate the vast and varying experiences and views of the differing individuals and groups in our community. We steadfastly uphold the concepts expressed in the [University of California Diversity Statement](#), including, the definition of diversity as “the variety of personal experiences, values, and worldviews that arise from differences of culture and circumstance. Such differences include race, ethnicity, gender, age, religion, language, abilities/disabilities, sexual orientation, gender identity, socioeconomic status, and geographic region, and more.”

UC Merced is uniquely situated in an area of great diversity in language, heritage, ethnicity, ideas, and expression. We strive to have our students, faculty and staff reflect the multiplicity of identities in our region and take pride in the broad representation of backgrounds on our campus.

We affirm that a diverse campus furthers our mission to create, disseminate, and interpret knowledge and values. The manifold diversity of our community encourages each of us to reflect on intellectual and cultural orthodoxies, and thus stimulates the creativity at the heart of our academic mission as a research university.

In demonstrating our commitment to diversity within our campus community, we foster the ability to thrive and lead in a complex world.



OFFICE OF THE VICE PROVOST --  
ACADEMIC PERSONNEL

OFFICE OF THE PRESIDENT  
1111 Franklin Street, 11<sup>th</sup> Floor  
Oakland, California 94607-5200

May 15, 2015

**COUNCIL OF VICE CHANCELLORS  
LABORATORY DIRECTOR ALIVISATOS  
ACADEMIC COUNCIL CHAIR GILLY  
ANR VICE PRESIDENT ALLEN-DIAZ**

**Re: Final Review of Proposed Revised Academic Personnel Manual (APM)  
Section 133-17-g-j, Limitation on Total Period of Service with Certain Academic Titles**

Dear Colleagues:

Enclosed for Systemwide Review are proposed revisions to Academic Personnel Manual Section 133-17-g-j (APM - 133), Limitation on Total Period of Service with Certain Academic Titles. Proposed changes result from the substantive issues described below.

**Revisions of Language on Extending the Eight-Year Limitation on Service**

While current policy provides for an automatic exclusion from service limitations when leave is related to childbearing or childrearing (see APM - 133-17-g-(3)), the proposed revisions specify that campus Academic Personnel procedures will establish how a faculty member may apply for an extension of the eight-year rule when the request is related to a serious health condition including disability or bereavement, or other significant circumstance or event.

Summarized below are some of the other recommendations from Management Consultation (January – March 2014) and Systemwide Review (May – December 2014) that have been incorporated in the Final Review drafts:

- Some reviewers found the definition of “child” to be overly descriptive and narrowly focused to the exclusion of other appropriate child care arrangements that warrant consideration for extending the clock. Proposed revisions reflect the recommendation that the focus be on the family member’s commitment to 50 percent or more of the care of the child rather than defining a child.
- Additionally, reviewers found that the restriction of eligible children to those of the appointee or of the appointee’s partner is unduly narrow. Proposed language in APM - 133-h-1 extends the definition to any child who becomes part of the faculty member’s family, for example, when acquiring a blended family. Also, language reflects the need to permit stopping the clock when an assistant professor arrives with a child, an increasing trend on some campuses.

May 15, 2015

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- Proposed language in APM - 133-17-h-2 enables a faculty member to request to stop the clock for illness of, or bereavement for, a close family member, other persons residing in the faculty member's household, or in cases of close personal connection or interdependence, instead of trying to list all possible relationships.
- Reviewers recommended that proposed APM - 133-17-h-3 be modified to include examples such as significant delays in the provision of research space, facilities, or resources promised to the faculty member and necessary for his or her research activities.

Lastly, reviewers recommended language to reflect that requests to stop the tenure clock for a serious personal health issue constituting disability would be considered a reasonable accommodation requiring documentation confirming the existence of the disability.

### **Final Review Process**

Final Review is intended to advise the results of the Systemwide Review and how language has been refined. We do not anticipate substantive revisions during Final Review. This stage of consultation is intended to resolve prior discussions and to answer remaining questions.

This letter and enclosures anticipate that you will begin Systemwide Review of the proposed draft and submit comments no later than **June 15, 2015**. Please send comments on the proposed policy to [ADV-VPCARLSON-SA@ucop.edu](mailto:ADV-VPCARLSON-SA@ucop.edu). Questions may be directed to Janet Lockwood at [Janet.Lockwood@ucop.edu](mailto:Janet.Lockwood@ucop.edu) or (510) 987-9499.

Sincerely,



Susan Carlson  
Vice Provost  
Academic Personnel and Programs

Enclosures: Proposed Revisions to APM Sections 133-17-g-j

cc: President Napolitano  
Provost and Executive Vice President for Academic Affairs Dorr  
Senior Vice President Vacca  
Vice President Duckett  
Vice Provosts Academic Affairs/Academic Personnel  
Academic Personnel Directors  
Executive Director Baxter  
Executive Director Tanaka  
Deputy General Counsel Friedlander  
Deputy General Counsel Woodall  
Deputy Compliance Officer Lane  
Senior Counsel Van Houten  
Director Chester  
Director Henderson  
Director Lockwood  
Policy and Compensation Analyst Fauroat  
Policy Coordinator Trifonov

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g. Applicability of Periods of Leave

The applicability of periods of leave toward the eight-year period shall be as follows:

- (1) Temporary transfers or changes of status from Assistant Professor (or any other title listed in APM - 133-0) to any other title or title series shall be regarded as periods of academically-related leave under this rule and shall be included as service toward the eight-year period.
- (2) A leave of absence, with or without salary, taken in the year in which the promotion review of an Assistant Professor is otherwise scheduled shall not provide a basis for postponement of that review.
- (3) Periods of leave, whether with or without salary, shall be included as service toward the eight-year period unless, upon the basis of a petition filed at the time leave is requested, ~~or in the case of sick leave, normally within one quarter or semester after the leave is taken, the Chancellor, after consultation with the appropriate committee of the Academic-~~

~~Senate, the Chancellor~~ determines that the activity undertaken during the course of the leave is substantially unrelated to the individual's academic career. ~~The and that the period of the leave shall not count toward the eight-year service period.~~

A period of leave, with or without salary, which is based on a serious health condition or disability, shall be included as service toward the eight-year period, unless, upon the basis of a petition normally filed within one quarter or semester after the leave is taken, the Chancellor determines that the leave shall not be included as service toward the eight-year period. In any case, the Chancellor shall report such a decision in writing to the individual.

However, any childbearing or parental leave, provided for in APM - 760-25 and 760-27 which is equal to or exceeds one semester or one quarter and which is not greater than one year, whether with or without salary, shall ~~automatically~~ be excluded from service toward the eight-year period unless the faculty member informs the department chair in writing before, during, or within one quarter or semester after the leave that it should not be excluded from service toward the eight-year period. (See APM - 133-17-a, -b, -c, -d, and -i.)

Note: Exclusion of one or two quarters or one semester will not necessarily delay the timing of a review.

Any other approved leave provided for in  
APM - 133-17-h also is excluded from service toward the  
eight-year period.

- (4) For determining years toward the eight-year limitation of service, the combined total of periods of leave unrelated to academic duties and time off the clock may not exceed two years.

h. Stopping the Clock ~~for the Care of a Child or Children~~

A faculty member may request to stop the clock during the probationary period for personal reasons (see below), including childbearing, childrearing, serious health condition, disability, or bereavement, or significant circumstance or event that disrupts a faculty member's ability to pursue his or her duties. Extensions are normally granted for a period of up to one year for each event, automatically for some reasons, and upon request and approval for other reasons. For those extensions needing approval, such approval will be at the discretion of the Chancellor.

A faculty member may be granted no more than two years of extension during the probationary period. A faculty member is eligible to stop the clock even if the faculty member does not take a formal leave or have a modification of duties. A

request to stop the clock should be made as soon as the need becomes apparent.

(1) Childbearing or Childrearing (See APM - 760)

A faculty member may stop the clock during the probationary period to care for ~~a newborn child or a child under age five newly placed for adoption or foster care.~~ any child who is, or becomes part of the faculty member's family. To be eligible to stop the clock, a faculty member at the Assistant level must be responsible for 50 percent or more of the care of the child. ~~The child may be the appointee's child or that of the appointee's spouse or domestic partner. The clock may be stopped for up to one year for each event of birth or placement; provided that all the time off the clock totals no more than two years in the probationary period.~~ The birth or placement of one or more children at the same time constitutes a single event of birth or placement. ~~A faculty member is eligible to stop the clock even if the faculty member does not take a formal~~

~~leave or have a modification of duties. (See (See also APM - 760-30 for additional provisions.))~~

For a faculty member who takes childbearing and/or parental leave and who has provided the appropriate documentation supporting the need

for the leave, the period of approved leave will be automatically excluded from service in accordance with APM - 133-17-g(3).

(2) Serious Health Condition Including Disability or Bereavement

A faculty member may request to stop the clock during the probationary period, when his or her ability to pursue his or her duties is significantly disrupted by a serious health condition or disability, by the need to care for a close family member who is seriously ill, or by the death of a close family member. This provision also covers other persons residing in the faculty member's household or in cases involving close personal connection or interdependence.

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For a faculty member with a serious health condition or disability who has provided the appropriate supporting medical documentation and for whom stopping the clock would be a reasonable accommodation as determined by the University, an appropriate period (which may include periods of leave provided as a reasonable accommodation) will be excluded from service upon the request of the faculty member. A faculty member's request to stop the clock by the need to care for a close family member who is seriously ill or by the death of a close family member must provide supporting documentation as required by campus procedures.

A faculty member's request to extend the tenure clock for a period longer than an approved sick leave or extended illness leave may be appropriate in certain circumstances, although the two-year extension limit still applies.

(3) Significant Circumstance or Event

A faculty member may request to stop the clock during the probationary period, for reasons due to a significant circumstance or event beyond the faculty member's control that disrupts the faculty member's ability to pursue his or her duties. Examples of significant

circumstances or events beyond the faculty member's control for which the faculty member may request to stop the clock include the effects of a natural disaster or the effects of significant delays in the provision of research space, facilities, or resources committed to the faculty member and necessary for his or her research activities.

The faculty member must provide appropriate supporting documentation, as determined by established campus procedures.

- i. Provisions of APM - 133-17-g and -h when combined may not exceed one year for each event of birth or placement for adoption or foster care and two years total.
  
- j. Faculty members shall not be arbitrarily disadvantaged in their promotion, advancement, or compensation because they have elected to take a childbearing or parental leave, to stop the clock for reasons listed in section (h) above, or to defer a personnel review. Personnel reviews that are deferred due to a family accommodation as defined in APM - 760 should be treated procedurally in the same manner as personnel reviews conducted at the usual intervals. The file shall be evaluated without prejudice as if the work were done in the normal period of service and so stated in the department chair's letter.

**133-20 Notice of Non-Reappointment**

The schedule for the Professor series set forth in APM - 220-20 applies also to notice not to reappoint individuals with titles listed in APM - 133-0-a except for individuals with Acting or Visiting appointments. Appointments of these latter types are self-terminating with specified ending dates, and no further notice is required.

**133-96 Reports**

See APM - 200-96.

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