

Division Council (DivCo)
Minutes of Meeting
October 6, 2016

Pursuant to call, the Division Council met at 12:00 p.m. on October 6, 2016 in Room 362 of the Kolligian Library, Chair Susan Amussen presiding.

Present: Kurt Schnier, Ignacio López-Calvo, Ramesh Balasubramaniam, Mukesh Singhal, Tanya Golash-Boza, Anne Zanzucchi, Patti LiWang, David Kelley, and Jayson Beaster-Jones. Virginia Adán-Lifante represented FWAF, and Ramen Saha represented the Committee on Research.

I. Chair's Report and Announcements—*Chair Amussen*

- **Report on Five Year Review of Dean Meza**

Discussion focused on the potential value of a “mid-career review” as a means to facilitate the success of deans prior to the formal five year review. The Chair will raise with the administration the value of adopting such a practice at UC Merced.

- **Meeting School Executive Committee Chairs (9/19)**

The Chair reported that the extent to which school deans consult with school executive committees regarding resource recommendations varies among the schools. The Chair will ask CAPRA, GC, and UGC to discuss the value of receiving independent evaluations of resource requests from school executive committees on matters on which deans provide similar evaluations.

- **Academic Council Meeting (9/28)**

The Chair provided the following summary from the Academic Council meeting of September 28th: The new Vice President for Research and Graduate Studies, Arthur Ellis, will be undertaking a review of Multicampus Research Unit (MRU) processes. A number of APM revisions will be forwarded for campus review, including revisions stemming from recommendations of the *Joint Committee of the Administration and the Senate on Faculty Discipline* related to sexual violence and sexual harassment and, separately, from efforts to establish the rank of Professor of the Practice, a revision to the current SOE appointment. There was much discussion of the political pressures on the system related to articulation with community colleges, the increase in UC undergraduate enrollment, and the *Compare Favorably* policy for non-resident admissions. Revisions to Senate Bylaw 182: University Committee on International Education have been released for campus review. These focus on increasing UCIE's remit to include international education ventures. UCADE is recommending to Provost Dorr strategies to ensure consistency across the system in processes for conducting salary equity reviews to promote comparable data. A proposal for offering honorary degrees will be coming to the campuses for review.

- **Administration Faculty Working Group on School Structure (10/3)**

The group is meeting weekly to complete the task of reviewing the duties of APM 245 by the middle of November.

- **Review of 2020 Design Schematics**

The schematics for building 1A have been delivered. The schematics for 2A will arrive on October 7, 2016. To review these two sets of schematics, and to establish an ongoing team to review schematics, the 2020 team will be contacting the faculty who participated in the 2020 proposal process in AY 2015-16 as well as the chairs of UGC, GC, and CoR. The Executive Director will ask DivCo for additional faculty names to beyond those of committee chairs.

- **Senate Lunch with Regent Pérez (10/13)**

The Chair thanked those DivCo members who are able to attend. The Chair will be sending to attendees Chair Chalfant's opening remarks to the Regents. Regent Pérez is committed to access and affordability and we will want to echo the importance of access and affordability by emphasizing the importance of having the resources to support student success once matriculated. The Provost and Vice Provost for the Faculty will be joining the lunch.

II. Consent Calendar

- A. The agenda was approved as presented.
- B. The minutes of the September 8, 2016 meeting were approved as presented.

III. FWAF Memos – Virginia Adán-Lifante**A. FWAF Recommendations Regarding Faculty Start-up Funds**

Members discussed FWAF's request to endorse its recommendations regarding faculty start-up funds for transmittal to the Vice Provost for the Faculty and Provost/EVC, and concluded that the memo could be strengthened so as not to preclude the possibility of retaining startup funds for longer than six years. The Chair will forward a summary of DivCo's discussion to FWAF with requests to strengthen the memo, liaise with CoR in this work, and to survey startup related practices across the system, if not done already.

B. FWAF Concerns Regarding Faculty Incidental Funds

Members discussed FWAF's request to convey its concerns regarding faculty incidental funds to the Chancellor, Provost/EVC and the Vice Chancellor for Planning and Budget, and concluded that the memo could be strengthened pending a clearer understanding of policies related to incidental funds. The Chair will forward a summary of DivCo's discussion to FWAF with a request to strengthen the memo. The Executive Director will provide to FWAF information regarding policies related to incidental funds.

IV. Articulation of Resource Requirements for Minors – Member Mukesh Singhal

Members discussed CAPRA's desire for clearly articulated memos from deans regarding the anticipated resource requirements for minors as outlined its memo of September 20 responding to the revised *Proposal for a Minor in Heritage Studies*. Members considered the meaning of the term "resource neutral" in the context of proposals for new programs, and highlighted that in addition to CAPRA, UGC and GC have a vested interest in ensuring that resource needs are considered in program planning. Members concluded that CAPRA's concern should be directed to the UGC working group providing feedback on proposed revisions to the administrative policy on the *Establishment or Revision of Academic Programs*.

V. Division-wide practice for Executive Sessions – Chair Amussen

DivCo discussed the need for division-wide guidelines for executive sessions and the conduct of Senate meetings at UC Merced more generally. As a first step toward developing such a document, the Chair asked the Senate staff to compile comparable information, including guidelines, from across the system regarding the purposes and conduct of executive sessions as well as the roles of guests, consultants, and ex-officio members.

VI. PROC Membership

The Periodic Review Oversight Committee requested direction from Division Council regarding appropriate representation of senate committees on PROC, given that the division of the Faculty Welfare, Diversity, and Academic Freedom Committee (FWDAF) into two committees, FWAF and D & E, led to the Senate representation on PROC exceeding that of the administration Senate by one. The Chair also noted

that the Senate might consider, under the guidance of CRE, how the faculty membership of PROC could be revised to establish institutional memory among the Senate representatives to the committee. The Vice Chair noted that institutional memory is perhaps a concern shared by Senate committees more broadly, and suggested it may be a separate topic for the Senate to address. Setting aside the question of institutional memory and terms of service, members voted unanimously that the Senate representation on PROC can exceed that of the administration by one member and that the full Senate representation of six members on PROC is not necessary to constitute the committee.

VII. Campus Review Items

A. Proposed revisions to the D&E section of the Senate bylaws to allow for an additional committee member.

Following the September 22 DivCo meeting, the proposed revisions were circulated to all senate standing committees and the school executive committees for comment by October 5, 2016. CRE approved the request at its September 16, 2016 meeting. No comments were received and the proposed revisions were scheduled for consideration at the fall Meeting of the Division.

VIII. Systemwide Review Items

A. Proposed Technical Revisions to APM - 190, Appendix G

No comments were received from standing committees and school executive committees regarding the proposed technical revisions to APM -190, Appendix G. The Chair will issue a written response to Senate Chair Chalfant reporting the absence of comment by October 20 for discussion at the October 26 meeting of Academic Council.

IX. Committee Chairs' Reports

- [Academic Planning & Resource Allocation](#) (CAPRA) – Chair Mukesh Singhal
At its September 26 meeting, CAPRA met with representatives from the IPSJ search committee and the chair of the Human Health Science steering committee and two search committee members. At its October 10 meeting, CAPRA will meet with representatives of the Sustainability and Adaptive and Functional Matter pillars. CAPRA is also continuing its efforts to model instructional needs at 2020-2021. It is also reviewing the revised MIST proposal for a one-year Master of Management degree with PDST.
- [Academic Personnel](#) (CAP) – Chair Ignacio López-Calvo
CAP met on September 23. The next three meetings have been cancelled because there are no cases.
- [Committees](#) (CoC) – Chair Rick Dale (absent; provided a written report)
Chair Amussen reported that CoC continues to work on members for the GESC. Chair Amussen has emailed deans to identify potential GESC members. CoC has identified one possible new member for CoR and will meet next week to continue to work to fill committee rosters.
- [Committee on Research](#) (CoR)– Member Ramen Saha
CoR met with Arthur Ellis, the new Vice President for Research and Graduate Studies, on October 4 in lieu of its regular meeting. Topics of discussion included the funding model being centralized at UC Merced and the lack of bridge funding for faculty between grants, the campus' space situation, concerns about the mental health needs of UC Merced graduate students, and the possibility of increasing collaborations with other UC campuses, national labs, and international institutions.
- [Rules and Elections](#) (CRE) – Chair Lin Tian (absent; provided a written report)

Chair Amussen reported CRE is reviewing bylaw proposals from faculty in SSHA and the School of Engineering (SoE) and is working on a guidelines regarding voting rights.

- [Diversity and Equity](#) (D&E) – Chair Tanya Golash-Boza
The Faculty Equity Advisor (FEA) program now includes a fourth FEA to advise cluster hire search committees in keeping with the ratio of FEAs to search committees outlined in the approved FEA proposal. At its next meeting, D&E will be discussing the next guest speaker it will bring to campus as well as the protocol for incorporating D &E into the academic program review process.
- [Faculty Welfare and Academic Freedom](#) (FWAF) – Vice Chair Virginia Adán-Lifante
No report was provided as the representative had to leave to teach.
- [Graduate Council](#) (GC) – Chair Ramesh Balasubramaniam
BEST has submitted a CCGA proposal for a program titled Materials and Bioengineering. At the most recent CCGA meeting, CCGA discussed a number of PDST and SSP proposals. The new PDST policy will be reviewed by Regents in March.
- [Undergraduate Council](#) (UGC) – Chair Anne Zanzucchi
UGC is working with the Registrar and former GC Chair Dawson on a proposal for a curriculum proposal management system to support the review of new course requests. Vendor visits are scheduled for November. UGC and GESC still need representatives from SNS and SoE, but the committee is proceeding with its work. UGC discussed the draft *Presidential Policy on International Activities* extensively at its most recent meeting.

Attest: Susan Amussen, Chair