

**Division Council (DivCo)  
Minutes of Meeting  
August 23, 2016**

Pursuant to call, the Division Council met at 12:00 p.m. on August 23, 2016 in Room 362 of the Kolligian Library, Chair Susan Amussen presiding.

Present: Kurt Schnier, Mukesh Singhal, Anne Zanzucchi, Ramesh Balasubramaniam, David Noelle, Lin Tian, Patti LiWang, David Kelley, and Jayson Beaster-Jones. Wei-Chun Chin represented the Committee for Diversity and Equity.

- I. Welcome, Chair’s Report, and Announcements—Chair Amussen** **5 min**  
Chair Amussen welcomed members to the new academic year. Members introduced themselves, the committee they represent, and their previous Senate experience. Chair Amussen noted that there will be a range of things on the horizon this year, so the purpose of this inaugural planning meeting of the year is to think globally about campus and faculty’s needs.

- II. Consent Calendar**  
The day’s agenda was approved as presented.

- III. Setting an Agenda for the Senate for 2016-17** **2 hrs, 45 min**

- a. Important Issues affecting the campus - Chair Amussen

Chair Amussen described the purpose of today’ meeting: to surface and identify issues that committees and the faculty are dealing with and that need to be addressed this year by the Senate. The chair outlined four issues for the campus and Senate this year:

- i. 2020  
2020-associated planning will continue this year and it will be important to ensure the faculty through the deans, and through the Senate, has the opportunity to comment as the project moves forward. It is the chair’s understanding that when planning documents are released, campus stakeholders will have 21 days to comment. It is her intention to ensure that the faculty comment on first round of spec sheets. The chair expects the campus will have the opportunity to review plans for all three phases of the 2020 project this year, not just phase 1.
- Action item: Integrate Senate into the work flow for review of 2020 plans.
- ii. Academic Plan/ SAFI Hiring  
Chair Amussen described the need to develop a plan for staffing campus academic programs that enables the campus to meet the educational needs of the 10,000 students to be enrolled by 2020; the plan should be inclusive of all faculty (unit 18 lecturers, LP/SOE, ladder). The intention is to work with the School Executive Committees and CAPRA to advance certainty about the resources academic programs will have to meet the demands of enrollment growth.
- iii. Budget  
Chair Amussen reported that she and Vice Chair Schnier will work with the administrative leadership to increase transparency regarding the campus budget. The chair noted that

the lack of budget information makes it very difficult to understand the status of the campus budget.

iv. School Executive Committees

Chair Amussen noted that the School Executive Committees have been marginalized in decision making, although the extent of marginalization varies among the schools. The intention is to ensure deans are working with Executive Committees. A member noted that the tone set by the provost of not being forthcoming with faculty also contributes to the tone at school levels and that this culture legitimizes the deans not being forthcoming with the School Executive Committees. An outstanding question for this year is how will DivCo empower the Executive Committees and promote accountability among deans for working with the Executive Committees?

This same member noted that the fundamental charge of DivCo and the School Executive Committees is to represent the interests of faculty and that this depends upon constructive faculty-administration dialogue rather than the current culture in which the faculty/Senate primarily request information. The culture of interaction fundamentally needs to change to one of constructive dialogue. A second member suggested that focusing on a common purpose, such as external pressure to grow enrollment without additional funding, could bring together the administration and the Senate and may be a useful frame for cultivating constructive dialogue.

The chair highlighted the different roles of the Senate/faculty in institutional planning. As per the [Standing Orders of the Regents](#), the faculty are delegated the power to determine conditions for admissions and for degrees, and to approve academic programs, curricula, and courses. In all other matters, the faculty are advisory, including for the budget and the appointment and promotion of faculty.

Action item: Chair Amussen and Vice Chair Schnier will meet with chairs of the school executive committees and deans to encourage responsibilities as per bylaws.

b. Issues of concern to committees, or which you know will be coming to DivCo – All Members

▪ [Committee on Research](#) (CoR)– Chair David Noelle

Chair Noelle reported that, due to a scheduling issue, he is unable to attend DivCo meetings this fall; one or more CoR representatives to DivCo are being identified. The chair also noted that he cannot fully comment on CoR's goals and priorities for the year as it is his custom to facilitate the committee's development of its goals; thus, the list that follows is uninformed by that process.

- CoR will comment on Interim Policy on Research Data Storage. Concerns that policy is poorly worded.
- SNRI expected to undergo review this year; CoR will play a role in that process.
- There may be one new ORU proposal this year.
- CoR will follow-up on the Provost's prior commitment to grow faculty research grant program as size of faculty grows. Specific interests include determining the status of that commitment and if it is only annually approved or if there a long term plan.

▪ [Undergraduate Council](#) (UGC) – Chair Anne Zanzucchi

- UGC established an [Admissions and Financial Aid Subcommittee](#) (AFAS) under Christopher Viney's leadership last year. Continuing to develop the work of the committee is a priority, including a focus on enrollment planning, recruiting for majors, and earlier input by faculty on admissions criteria. DivCo asked the committee to consider UCM admission standards, selectivity, and quality. Chair Zanzucchi noted that BOARS is very concerned about the

intersection between placement scores and diversity and that perhaps a future discussion topic for DivCo is what quality means in light of admissions standards, preparation, and related data. The chair also anticipates there will be pressure on UCM to increase transfer enrollment although UCM is exempt from this aspect of the Budget Framework Initiative.

- As the UCM representative to the systemwide Education Policy Committee, UGC Chair Zanzucchi will be bringing system-level issues and concerns to UGC.
- The General Education Subcommittee will be continuing its work on GE curriculum reform.
- With respect to undergraduate program reviews, UGC will be giving feedback and closing reviews.
- UGC will be reviewing and approving course requests and advising on the selection of a software to facilitate the CRF process.
- Long term items carrying over to this year include
  - GE curriculum reform.
  - Revisiting the proposal for a campus-wide honors program in light of the GE revisions.
  - Working on catalog review process and related technology.
  - Seeking to continue to develop and maintain the AFAS.
  - Working on revised program review policy.
  - Working with GC to select software to facilitate the CRF process.
  - Continuing UGC efforts to strengthen faculty and undergraduate student connections, an initiative started in response to the November 4<sup>th</sup> incident last year. Example efforts include adding a faculty representative to the Student Response Team.
  - Proposing a dead day before exams. UGC would like to have this conversation early on this academic year in order to facilitate timely action.
    - Chair Amussen noted that it is possible to offer a reading week in class as per our policies. The chair also noted that a bigger problem is the administration of final exams during the final week of class rather than during finals week.
- [Academic Planning & Resource Allocation](#) (CAPRA) – Chair Mukesh Singhal
  - The chair began by commenting that because CAPRA is responsible for resource allocation, CAPRA should “touch everything.” In light of this,
    - The chair noted that several SAFI pillars will be hiring this year and that CAPRA intends to consult with the steering committees and search committees to better understand visions and plans. CAPRA also expects to advise on plans for foundational FTE allocations this year.
    - The Provost is scheduled to attend CAPRA meetings this fall.
    - As last year, CAPRA expects to continue to consult with the administration on 2020. This includes inviting Vice Chancellor Feitelberg to meet with CAPRA. Last year, Assistant Vice Chancellor for Finance, Donna Jones, gave a budget presentation and the chair would like to schedule a similar presentation this year. It was suggested this meeting be open to increase transparency.
      - Action item for chair and VC: public budget meeting
  - CAPRA is awaiting a response from the Provost to its memo dated July 1, 2016. The memo was a follow-up to CAPRA’s June 23<sup>rd</sup> meeting with the Provost to discuss the SAFI survey results.
  - All faculty received an email from the Provost on July 13<sup>th</sup> that responded to the survey results and described plans to move forward with a SAFI-related working group. CAPRA would like to make recommendations about the function of the working group, and it was noted that CAPRA is the appropriate committee to advise the Provost on hiring. The

Provost's email will be discussed at the first CAPRA meeting. A potential action item is to write to the Provost in response to this email as well as to request a response to CAPRA's July memo.

- Chair Amussen noted that CAPRA's recommendations should come to DivCo and from there to the Provost. She also noted the need for a more developed academic plan; the current plan consists of a total of 350 ladder faculty and a certain number of SOEs based on a student faculty ratio of 20.2:1 but the UC average is 18.7:1. By this metric we are short 40 faculty.
- A member highlighted that school restructuring and work force planning intersect and that work force plan a component of an academic plan. Chair Amussen noted that the current plan calls for the addition of 125 total staff for the campus by 2020 and that all deans have made their work force requests. Deans should have run plans by the school executive committees for comment. More generally, it would be helpful to know what units are requesting staff FTE and how they relate to AP unit needs. The chair also noted that in a separate meeting Vice Chancellor Traina highlighted the connection among the various planning activities including the tradeoffs that exist among faculty numbers, staff numbers, and faculty teaching loads, under the assumption funding levels remain unchanged. It will be important to have more transparency in budget and planning to understand tradeoffs are being made.

- [Diversity and Equity \(D&E\)](#) – Member, Wei-Chun Chin

Member Wei-Chun Chin identified two carry over items from last year.

- Faculty Equity Advisors (FEA) have been identified, one per school for a total of three. These individuals, who will attend a training UC Irvine in September, will assist search committees in attracting more diverse applicants. One challenge is that FEAs are appointed per school, so there is some question about how support for SAFI search committees will be managed.
- The endowed chair selection process is usually used as a recruitment tool, but D & E is proposing that appointments go through regular senate committee process. D & E would also like to establish an endowed chair in diversity and equity on campus.

Chair Amussen reported that President Napolitano has made \$2 million dollars available to the campuses to improve faculty diversity. The Vice Provost for the Faculty will apply for funds and thinks four campuses will likely be funded. D & E Chair Golash-Boza is working with the Vice Provost on the campus's application.

- [Faculty Welfare and Academic Freedom \(FWAF\)](#) – Chair Jayson Beaster-Jones

Chair Beaster-Jones echoed the CoR Chair's comment that he is unable to report fully on FWAF's goals and priorities for the year as the committee has not yet met. The chair identified the following carry over items from last academic year.

- Last year FWAF had a long conversation with the Provost and Chancellor about start-up money being retained and a provisional strategy for addressing this was generated. FWAF will continue to work on this issue.
- FWAF will be helping to identify speakers on the topic of faculty mentoring. A survey will be going out to faculty to help identify topics.
- FWAF is working on the question of after school childcare and childcare during school breaks and over summer, including the possibility of expanding the ECEC's capacity for after school programs and care.
- FWAF will work with UCAF to address last spring's response of UC leadership (campus Chancellors and the President) to the American Anthropological Association's proposed resolution to boycott Israeli academic institutions. The system's involvement in a political issue is a clear violation of academic freedom.

- CoR and FWF will be preparing a joint proposal to address emergency funding needs for faculty.
- [Committees](#) (CoC) – Since the CoC chair has not yet been appointed for this academic year, last year’s CoC Chair, Patti LiWang, provided the following update.
  - There are ongoing challenges filling committee rosters.
    - Need a scientist for CAPRA.
    - Need a vice chair for COR
    - Need School of Engineering and School of Natural Sciences representatives for GESC.
    - Called the Undergraduate Council membership complete, even though it is small.
  - This year’s challenges are a continuation of those of the last two, which include competing interests and/or commitments of faculty, including SAFI searches, and the need for CoC membership to be well networked with faculty colleagues. Past Chair LiWang is hopeful that this year’s membership will be better connected and able to draw on these relationships to engage colleagues in Senate service.
  - One immediate issue is the need for a couple of UC Merced faculty names to be included in list of nominees for the search committees advising President Napolitano on two new chancellor hires. Successful candidates are very senior in rank, step, and experienced in Senate service. CoC representatives must effectively advocate for their inclusion on the nominee list.
- Member at large - David Kelley
  - Priorities for DivCo are to address the lack an academic plan and to work to improve shared governance in support of such a plan. The absence of such a plan has impacted faculty morale and retention. The plan needs to address support for undergraduate and graduate programs. DivCo needs to consider both the public and private ways of making the development of an academic plan a high priority for the institution.
  - In addition to an academic plan, faculty also need to know they will have resources, including sufficient faculty. While faculty at UC Merced have always worked in resource-strapped conditions, the faculty feeling of alienation from UC Merced is a new condition and a concern. The poor morale is affecting willingness to serve in the Senate.
- [Graduate Council](#) (GC) – Chair Ramesh Balasubramaniam
  - The Chair outlined the structure of Graduate Council, which includes three subcommittees: policy; CRF; and student awards/fellowships/scholarships and noted the committee chair sits on CCGA.
  - A primary responsibility of GC is to review proposals for new graduate programs.
    - Two proposals that were forwarded to CCGA last year have been approved by CCGA and the President; one has also been approved by WSCUC and a second is pending WSCUC approval.
    - One proposal is currently under review by CCGA.
    - One is to be resubmitted to GC and is on track for resubmission to CCGA.
    - GC is also reviewing the first proposal for a PDST program (professional degree supplemental tuition). The system is reviewing these types of programs and GC anticipates there will be cap on the total number of PDST programs.
  - There are currently 15 thriving grad groups on campus. A 16<sup>th</sup> is having difficulties finding leadership to help it move forward. GC is concerned about welfare of students, integrity of curriculum, and the group’s planning to support graduate education.
  - GC will be considering issues related to planning to support graduate education. Relatedly, Graduate Council is concerned about the lack of money to support graduate groups, including seminar series which are fundamental to graduate education in some disciplines, and is preparing a memo to the Chancellor requesting such funds.

- [Rules and Elections \(CRE\)](#) – Chair Lin Tian
    - Chair Tian identified two priorities for this semester.
      - CRE will continue to serve as a consultant to bylaw units about bylaws and voting rights. CRE has received many requests for advice on voting rights.
      - CRE will develop recommendations for voting rights to act as a guide to bylaw units. Recommendations will address, for instance, the question of whether Lecturers with Security of Employment (LSOE) can vote on hiring and promotion of ladder faculty. LSOE voting rights vary among units.
  
  - Vice Chair - Kurt Schnier
    - Vice Chair Schnier identified the following issues of concern for this academic year.
      - Execution of 2020 plans and aligning SAFI, academic plan, workforce planning and budget.
      - Identifying the role of the Senate in the process of restructuring the schools. An ad-hoc committee comprised of two AP chairs per school and the school deans was formed this summer and was supposed to meet for open discussions but did not. The outstanding question is the role of the Senate in this process now that these discussions will take place during the academic year. The Vice Chair noted that these efforts intersect with workforce planning.
      - The Senate’s biggest challenge will be figuring out how to communicate differently with administration in order to be heard and for the Senate’s contribution to be appreciated. The definition of insanity is continuing to do the same thing and expecting a different result. The Senate needs to think about new strategies for communicating effectively with the administration.
      - Several administrators are up for review this year and/or reviews from last year are concluding. The Senate will want to follow-up on the status of Dean Meza’s and the Chancellor’s reviews. Vice Chancellor Traina and the Provost are both scheduled for review this year.
        - A member noted that School bylaws afford Executive Committees the right to read the report stemming from the dean’s review. Dean Meza’s report has been requested by the School of Natural Sciences.
  
  - [Academic Personnel \(CAP\)](#) - Chair Ignacio López-Calvo
    - Chair Amussen read issues to be addressed by CAP this year as communicated by CAP Chair López-Calvo.
      - There will be a push from the deans to delegate to them the authority to make appointments at assistant professor steps 2 and 3 as well as to handle routine advancement cases. A member noted that CAP advised against this in AY 2014-15. A discussion ensued about the reasons CAP advised against this. Several members noted that the current process of requiring CAP review of new appointments disadvantages units that require very quick production of offer letters in order to avoid losing top candidates.
- c. Identify themes, connections, resources – Chair Amussen
- Chair Amussen noted that academic planning cuts across all aspects of the big issues identified for this year including 2020, workforce planning, and organizational planning for units; ultimately some authority for budget needs to be devolved to the faculty.
  - Chair Amussen also reminded DivCo that the membership needs to be aware of real and perceived conflicts of interest. Each member needs to acknowledge our own interests with respect to issues.
  - All committees have at least one administrator that meets with them on a regular basis. It will be important to keep pushing committee priorities with this administrator.

IV. [Campus Review Items](#) (Carry-over items from AY 15-16)

10 min

The following policies have been (re)distributed to standing Senate committees and School Executive Committees. Comments are due to [senatechair@ucmerced.edu](mailto:senatechair@ucmerced.edu) by close of business September 7<sup>th</sup> for discussion at the September 8<sup>th</sup> DivCo meeting.

Provided as hyperlinks **only**.

- [Unmanned Aircraft Systems \(UAS\) and Model Aircrafts](#)
- [Interim Policy on Research Data Storage](#)
- [Policy on Prohibition of Abusive Conduct and Acts of Violence; guidance from the President](#), including a [cover letter to Chancellors](#), regarding this policy was released July 2016.

**Informational Items:**

- [DivCo, Academic Council, and Assembly Bylaws](#)
- [DivCo's Duties](#)
- UCD Chancellor Advisory Committee
- [System-level Senate committees and meeting schedules](#)

**Attest: Susan Amussen, Chair**