

DIVISIONAL COUNCIL
Minutes of Meeting
August 28, 2018

Pursuant to call, the Divisional Council met at 3:00 p.m. on August 28, 2018 in Room 362 of the Kolligian Library, Senate Chair Kurt Schnier presiding.

Present: Ignacio Lopez-Calvo, Linda Hirst, Anne Kelley, Yanbao Ma, Michael Scheibner, Jay Sharping, Peter Vanderschraaf, Christopher Viney, and LeRoy Westering. Laura Hamilton attended by Zoom. The Committee for Diversity and Equity was represented by Vice Chair, Asmeret Berhe. Interim Provost and Executive Vice Chancellor, Gregg Camfield, joined the committee for agenda item II, Mario DePrano, Chair of LASC, for agenda item VI, and Catherine Keske, Erik Menke, and Jeff Gilger, the chairs of SoE, SNS, and SSHA executive committees respectively, for agenda item VIII.

I. Welcome & Introductions – *Chair Schnier*

Chair Schnier welcomed members to the 2018-19 academic year and invited members to introduce themselves.

II. Consultation with Interim Provost/EVC Camfield

The Interim Provost reported that the Chancellor had charged him with considering the intersection of enrollment management and student success. He will be determining how to move forward in the coming weeks. The UGC Chair noted that the Vice Chancellor for Student Affairs will be providing UGC with a report stemming from the AY 17-18 work of the Enrollment Management Committee. The Senate Chair noted that the report also includes additional thoughts on comprehensive enrollment management planning generated at the August Shared Governance retreat. The Interim Provost stated that an additional priority is to continue the work of two of the three Senate-administrative work groups established last year: academic planning and budget. The Interim Provost noted that last year's academic planning proposals informed the 2020 space and backfill planning. The implementation of the recommendations of the Academic Restructuring Work Group is being overseen by the Transition Oversight Committee, which is being chaired by Dean Dumont and includes one faculty chair from each school and two staff. He also reported that support staff are being hired for the departments. The expectation is that staff will be shared initially, but that additional positions will emerge as a result of efforts to improve the efficiency of campus administrative processes.

III. Chair's Report & Announcements

A. Review Select Informational Items (see agenda item IX)

The Chair brought to membership's attention the following Informational Items: Academic Council's concerns about the lack of administrative consultation on restructuring occurring at the Office of the President; the faculty salary gap; student mental health funding; and UCEP's recommendations regarding graduate student preparation for instructing undergraduates.

B. Carry Over Issues

The Chair reported the following as carry over topics from the AY 17-18 year: continue to strengthen communication and collaboration with the school executive committees; resourcing the new General Education program; successful completion of Senate-administrative working groups; 2020 space planning; faculty and staff access to health care in Merced; reconsidering quorum for Division action; faculty involvement in IT governance; addressing UCPATH issues regarding graduate student payment; and examining compensation for Senate service.

C. Meeting with Interim Provost/EVC (8/21)

The Chair reported that discussion focused on the academic planning work group, development of a comprehensive enrollment management plan, and planning for the Gallo School.

D. Meeting with Chancellor and Interim Provost/EVC (8/27)

The Chair reported that discussion addressed plans for the Provost search, the Chancellor's efforts to restructure the campus's debt with the Office of the President (OP); pursuing a new financial MOU with OP; student retention as a focus of enrollment management; the Chancellor's efforts to bring a health clinic to Merced for faculty and staff; the anticipated visit of systemwide Senate Chair Robert May; and the timing and number of Academic Governance Cabinet meetings this academic year.

IV. **Consent Calendar**

The Agenda is approved as presented.

V. **Conduct of Committee Business – Chair Schnier**

A. Committee Confidentiality

The Chair encouraged members to address the topic of confidentiality with their committees and, relatedly, noted that documents are considered confidential committee business until a committee has released its formal recommendation on a topic.

B. [Conflict of Interest Statement](#)

Members unanimously approved a motion to endorse Divisional Council's [conflict of interest statement](#).

C. Distributing Committee Work

The Chair informed members to anticipate requests to lead discussion items.

D. Cross-committee Communication

This was not addressed.

VI. **[Proposed Revisions to LASC Bylaws](#) – LASC Chair – Maria DePrano**

Members unanimously endorsed distributing for campus review the proposed [revisions](#) to the membership portion of the [Committee on Library and Scholarly Communications](#) bylaws ([Part II.IV.4.A](#) of Division Bylaw). The proposed revisions add, to the current membership of four, three at-large members, no more than one from each school, for a total of seven members. The intention is to make participation on LASC accessible to faculty who are not members of the committees represented on LASC. Concern was expressed about the potential difficulty of identifying faculty to serve. A suggestion was made to eliminate standing committee representatives and have the membership comprised exclusively of at-large members. The LASC Chair noted that LASC's ties to other Senate committees is important. It was also noted that the revisions were not intended to address committee workload, which remains manageable and unchanged.

ACTION: The Chair will distribute the proposed bylaw revisions for campus review.

VII. **Planning for the Gallo School of Management**

The Vice Chair Kelley began by noting that she is leading this discussion at the request of the Senate Chair due to potential perceptions of a conflict of interest. The Vice Chair reported that Professor Paul Maglio has been appointed Director of the Division of Management and Information in the School of Engineering and tasked with developing a proposal for the Gallo School. The Vice Chair noted that the campus currently lacks procedures for establishing a new school, so these will need to be developed in keeping with expectations outlined in the [Compendium](#). The GC Chair, who is also on the executive committee developing the proposal, emphasized the importance of clear procedure, including expectations for demonstrating adequate faculty support as this will impact the committee's approach to faculty consultation. A member suggested inviting Director Maglio to Divisional Council to discuss his plans for developing the proposal and solicit input on how the Senate can best support proposal planning and

development. Members ultimately agreed that procedures would be drafted for consideration by the Division, and that these should be informed by policies from other Divisions as well as successful proposals from other campuses.

ACTION: The Executive Director will gather policies from other campuses and examples of successful proposals.

ACTION: The Chair will invite Director Maglio to Divisional Council's next meeting.

ACTION: The Chair will draft procedures for establishing a new school on behalf of the campus and for consideration by the Division and the administration.

VIII. Establish Divisional Council's Goals for AY 18-19 – *Chair Schnier*

The Chair initiated discussion by identifying the following priorities: complete the academic planning initiative initiated last academic year; promote regular communication between the academic planning and budget work groups; receive updates on progress with academic restructuring from the Transition Oversight Committee; encourage development of a resource model for the new General Education program and ensure linkages to academic planning; address the faculty salary gap; attend to 2020 space planning; support efforts to address local access to health care for faculty and staff; address faculty involvement in IT governance; contribute to addressing issues of campus climate; urge improvements to HR's contribution to institutional effectiveness; contribute to enrollment management planning; and support planning for the Gallo School. Regarding the academic planning and budget initiatives, a member noted that the campus needs to be considering how the incentives inherent in a new instructional budget model will impact resource needs on campus. A member also noted that it was essential to coordinate and integrate academic planning, enrollment planning, budget planning, and school restructuring, while another member raised the question of the involvement of the Committee for Diversity and Equity in academic planning. Regarding space planning, a member noted that the campus needs to take a broad view of how equipment and space upgrades are addressed for both those who move and those who do not. Those who choose not to relocate will have upgrade needs that might otherwise have been addressed through funds associated with moving. Other topics raised included the pending proposal by ASCUM to establish a reading week, recruitment and retention of African American undergraduate students, and providing advance notification of review items with anticipated short timelines.

ACTION: The Executive Director will work with the Provost's Chief of Staff to better anticipate administrative review items.

IX. Informational Items

- 6/5 – D&E adopts [a conflict of interest policy](#).
- 6/6 – [Academic Council forwards a recommendation](#) to Provost Brown on the future structure of the UC Education Abroad Program.
- 6/6 – [Academic Council requests](#) President Napolitano clarify how Senate faculty in the Security of Employment (SOE) series will be treated in the plan to increase the Senate ladder-rank faculty salary scales by 4%.
- 6/6 - [Academic Council urges](#) the Vice President of HR and the Vice President and CIO to implement cybersecurity improvements for payroll and pension access following the theft of a pension payment from emeriti faculty members.
- 6/20 – The Senate Chair received [an update on from the Budget Work Group](#) summarizing the group's AY 2017-18 work.
- 6/26 – [President Napolitano informs](#) the Chancellors that the new systemwide Export Control Policy is in effect as of June 21, 2018. UC Merced will be implementing the policy with a focus on the minimal requirements in the policy, section V. A.

- 7/12 – Academic Council transmits to President Napolitano [its endorsement](#) of a UCPB letter requesting that shared governance be more effectively engaged in the process of evaluating potential changes to systemwide programs housed at UCOP.
- 7/13 – Academic Council transmits to President Napolitano [its endorsement](#) of the report of the Systemwide Public Safety Task Force.
- 7/13 – Academic Council transmits to President Napolitano [a model](#) for closing the faculty salary gap.
- 7/13 – Academic Council transmits to President Napolitano [its endorsement](#) of the report of the President’s Joint Senate-Administration Transfer Task Force and its five core recommendations.
- 7/13 – Academic Council transmits to President Napolitano [its endorsement](#) of a letter from the Senate’s Editorial Committee (EDIT) expressing grave concerns about a proposal to move UC Press from UCOP, potentially as soon as July 1, 2020.
- 8/3 – [The Senate’s comments](#) on the proposed APM 675 Veterinary Salary Administration were transmitted to Vice Provost Carlson.
- 8/3 – [Academic Council’s endorsement of, and Senate comments on](#), the Proposed Presidential Policy on Disclosure of Financial Interests and Management of COI in Private Sponsors of Research, and Revised APM-028 was transmitted to Vice Provost Carlson.
- 8/3 – Academic Council transmits to President Napolitano [its endorsement](#) of a request from UCEP for additional funding for student mental health support services.
- 8/3 - Academic Council transmits to Provost Brown [its endorsement](#) of a recommendation from UCEP to instituting a student-friendly petition process to expedite cross-campus enrollment in online courses.
- 8/3 - Academic Council transmits to Provost Brown [its endorsement](#) of a recommendation from UCEP regarding training for teaching assistants and graduate student instructors.
- 8/3 – [Academic Council thanks President Napolitano](#) for accepting the Report of the Retiree Health Working Group and for continuing the group’s work through 2019.
- 8/3 – Academic Council transmits to Ken Smith [its endorsement](#) of a letter from UCORP summarizing the committee’s understanding of how UC’s new Policy on Unmanned Aircraft Systems (UAS) was reviewed, and providing recommendations on moving forward.
- 8/20 - [Divisional Council Annual Report for AY 2017-18](#)

Attest: Kurt Schnier, Senate Chair