

DIVISION COUNCIL

March 19, 2015

Time: 1:00-3:00 p.m.

Call-In Number: 1-866-740-1260, Access Code 7244512

KL 362

Supporting Documents available on crops: [DivCo1314 Resources](#) / [Meeting Agenda's & Materials](#) / March 2015 

Item	Discussion Time
<p>I. Chair's Report and Announcements--Chair Sun 10 min</p> <ul style="list-style-type: none"> • Chancellors Cabinet Meeting-February 3, 2015 • Academic Council Meeting- February 25, 2015 • Spring Meeting of the Division-April 23, 2015 • Conversation about RDS and SPO with Samuel Traina, Vice Chancellor for Research and Economic Development 	
<p>II. Consent Calendar</p> <p>A. Approval of the Agenda</p> <p>B. Approval of Minutes</p> <ul style="list-style-type: none"> • November 5, 2015 pg. 4-6 • December 3, 2015 pg. 7-9 • February 12, 2015 pg. 10-14 	
<p>III. Correspondence</p> <ul style="list-style-type: none"> • Proposed Procedures for the Review of Organized Research Units pg. 15 • Establishment of Centers Policy pg. 16-17 • Administrative Revision of Academic Degree Policy pg. 18-19 • Community Research and Service Minor Endorsement pg. 20-21 • Revised Medical Education Task Force Charge pg. 22-24 	
<p>IV. Faculty Grievance Advisors--Chair Sun pg. 25-35 10 min</p> <p>Systemwide Senate Bylaw 335.B.1 requires each Division to “appoint an individual or panel (preferably former members of the Privilege and Tenure Committee, but not current members) who shall be available to each grievant to discuss the claim of violation of rights and privileges and to provide advice on the appropriate procedure to be followed.” Privilege and Tenure Chair Narayan requested the appointment of such advisors at UC Merced.</p>	

Action: Discussion of Faculty Grievance Advisors.

V. Committee on Rules and Elections Bylaw Request—*CRE Chair Vanderschraaf*
pg. 36-40 **20 min**

The Committee on Rules and Elections (CRE) is considering removing Division Bylaw language restricting ORU/MRU Directors from serving on Senate committees. Additionally, CRE is considering adding language to CRE Bylaws Duties section 11.111.6.B.6.

Action: Discussion and consideration of CRE Bylaw revisions and questions.

VI. Senate Committee Bylaw Revisions and New Chair Funding *CRE Chair Vanderschraaf*
pg. 41-58 **20 min**

The Committee on Rules and Elections approved the split of the Faculty Welfare, Diversity and Academic Freedom Committee and the creation of the Library and Scholarly Communications Advisory Committee. Additionally, Senate committees were asked to review their committee Bylaws to determine the need for revisions.

Action: Preliminary discussion of committee Bylaw changes, support and chair compensation.

VII. Chair Reports: **30 min**

- CAP Member Tsoulouhas
- CAPRA-Chair Kelley
- CoC-Chair LiWang
- GC-Chair Hull
- COR-Chair Noelle
- FWDAF-Chair Ortiz
- CRE-Chair Vanderschraaf
- UGC-Chair Vevea

VIII. New Business

IX. Executive Session **10 min**

Items Sent to Committees for Review:

- Graduate Council Proposal for Graduate Emphasis and Graduate Programs due March 16, 2015
- Draft Grade Appeal Policy due March 16, 2015
- School of Social Sciences, Humanities, and Arts Global Arts Studies Major Proposal due April 6, 2015
- Public Health CCGA Proposal due April 9, 2015

- Proposed Revised Presidential Policy-Sexual Harassment and Sexual Violence due April 10, 2015
- Proposed Revisions to Systemwide Bylaw 128.D.2
- UCRF Advisory Board (FWDAF) due April 17, 2015
- Guidelines for Pilot Program to Accept Equity for Access to University Facilities or Services due May 1, 2015
- Proposed Revisions to SB 182 due May 6, 2015

Informational Items:

- Periodic Review Oversight Committee Comments on ORU Policy
- CAPRA Memo to Provost/EVC Peterson re FTEs
- Update on the Proposed Governors Budget for 2015-16

**Division Council
Meeting Minutes
Wednesday, November 5, 2014**

Pursuant to call, the Division Council met at 10:00 on Wednesday, November 5, 2014 in room KL 397 of the Kolligan Library, Chair Jian-Qiao Sun presiding.

I. Chair Report and Announcement

- **Academic Council Meeting:** The Council discussed next steps to address the Total Remuneration Study and Chair Sun encouraged DivCo to review the memo provided by UC Berkeley. Several systemwide committees have been asked to discuss options for addressing the study and will report back on their findings. The Council also discussed the UCOC proposed amendments to Senate Bylaw 128.D that would allow systemwide standing committee vice chairs to serve as at-large members of their committees and the doctoral student support recommendations.
- **Provost/EVC Meeting:** The Provost agreed to form the Medical Education Task Force. Chair Sun charged CoC with appointing the Senate membership.
- **Meeting with Vice Provost for Faculty Gregg Camfield:** VPF Camfield agreed with the concerns associated with the current parking pass renewal system and would like to work with DivCo to address the issue. DivCo agreed for Chair Sun to draft a proposal to VPF Camfield to address parking concerns.

II. Guest: Vice Provost for Faculty Gregg Camfield

Strategic Academic Focusing

Vice Provost for Faculty Gregg Camfield addressed DivCo to solicit potential nominees to serve as faculty facilitators for the Strategic Academic Focusing Initiative (SAFI) discussions. Faculty facilitator will facilitate conversations between groups that submitted SAFI proposals and have potential synergy to help identify opportunities for collaboration. The facilitators would also work with VPF Camfield to finalize descriptions of themes in a way that can be articulated to internal and external constituencies (funders, graduate students, etc.). VPF Camfield drafted a document outlining the process and goals that will be posted on the UCSF Open Proposal site.

DivCo discussed the SAFI process including the need for themes to be solidified and decisions made to reduce faculty disengagement. Members expressed concern with the extended process and the negative impacts associated with an extended timeline.

Parking Concerns

Chair Sun informed VPF Camfield of DivCo's plan to draft a proposal to address the current parking renewal policy. VPF Camfield agreed with the need to address the current system and looks forward to receiving the proposal.

III. Consent Calendar

Action: The agenda and October 8, 2014 meeting minutes were approved as presented.

IV. Correspondence

The correspondence section of the agenda will be placed directly following the consent calendar to allow the Division Council the opportunity to review and confirm requested correspondence were issued.

V. Guest: Interim Librarian Donald Barclay and Instruction & Scholarly Communications Librarian Susan Mikkelsen

Interim Librarian Barclay and Instruction & Scholarly Communications Librarian Mikkelsen provided a presentation on the [University of California Open Access Policy](#) passed on July 24, 2013. The policy ensures that future research articles authored by faculty at all of the UC campuses will be made available to the public free of cost. Faculty can opt out of the policy by requesting an embargo or waiver. The policy currently only covers Senate faculty but is under systemwide review to include non-Senate faculty.

VI. Senate Committee Reorganization and Compensation*Library and Scholarly Communications Committee*

The Library Working Group put forth a recommendation to create a Library and Scholarly Communications committee to address Library needs last year. DivCo noted that the request will require changes to the current bylaws and the consideration of a stipend for service. DivCo expressed the need for a well-functioning library and the increasing faculty concern associated with the lack of available materials.

General Education Subcommittee Chair Request

On June 18, 2014 the General Education Subcommittee (GE) chair requested the consideration of a stipend for the chairs service which was unanimously endorsed by UGC. DivCo discussed the request and expressed support for a stipend for service noting the increased workload of the chair especially related to program review. Members agreed the current workload is similar to an FAO who receive stipends for their service.

Faculty Welfare, Diversity and Academic Freedom Committee Re-Organization

The Faculty Welfare, Diversity and Academic Freedom Committee (FWDAF) recommended splitting the current committee into two separate committees: the Committee on Faculty Welfare and Academic Freedom and the Committee on Diversity and Equity. DivCo discussed the need for the split noting it would allow each committee to dedicate their attention to their specific issues.

Action: After considerable discussion including Senate priorities, staffing, committee workloads, and funding to support the request motions were made and seconded to offer a temporary stipend to the General Education Subcommittee chair, request additional funding from the Provost/EVC to support future stipends, and to re-organize the Faculty Welfare, Diversity and Academic Freedom Committee into the Committee on Faculty Welfare and Academic Freedom and the Committee on Diversity and Equity. DivCo additionally agreed to table the discussion of the formation the Library and Scholarly Communications Committee to allow the Committee on Research (COR) to consider the formation of a Library subcommittee.

VI. Report on PROC Meeting

The Program Review Oversight Committee (PROC) held their inaugural meeting October 28, 2014 where they discussed goals, potential future changes to program review policies, WASC reaccreditation and the criteria for review. Vice Chair Ricci noted the number of administrators participating in the discussion and the importance of ensuring only those committee members eligible to vote do so. DivCo discussed the review schedule and procedures for reviews.

VII. CAPRA Space Principles

The Committee on Academic Planning and Resource Allocations drafted a set of space principles in response to the critical space shortages faced by faculty, graduate students, and researchers. The space principles were circulated to all standing and executive committees for consideration. Chair Kelley noted several useful comments were received and based on the input CAPRA will revise the document before its distribution to the Provost/EVC, Deans, School Executive Committees and other key stakeholders.

VIII. Chair Reports

CRE Chair Vanderschraaf noted the proposed changes to the Merced Division Regulations will be discussed at the Division meeting and then put to a full membership vote. Additionally, the committee plans to call for the annual review of School bylaw revisions and issue a Division Conflict of Interest Policy.

DivCo agreed to table the remaining chair reports until the Meeting of the Division.

There being no further business, the meeting adjourned.

DIVISION COUNCIL
Meeting Minutes
December 3, 2014

I. Chair Report and Announcements

- **Executive Session:** Chair Sun requested the addition of an executive session.
- **Provost/EVC Meeting:** Chair Sun informed Provost/EVC Peterson of the two additional committees the Senate plans to form in ay 2015-16 and of the resource needs of the Senate office.
- **Division Meeting:** The Division meeting went well and included a presentation of the changes to the Merced Division Regulations, update from Provost/EVC Peterson, information on the General Education Program Review and committee chair reports.
- **Fall New Faculty Welcome:** CAPRA Chair Kelley will attend the fall new faculty welcome meeting as Chair Sun and Vice Chair Ricci are unable to attend.
- **Alumni Association Board Meeting:** Senate leadership are invited to attend the Alumni Associations Board meeting on Saturday, January 24, 2015.

II. Consent Calendar

The agenda was approved with the addition of an executive session.

III. Correspondence

DivCo confirmed items sent to campus and systemwide stakeholders.

IV. Guest: Vice Chancellor for Planning and Budget Daniel Feitelberg

Project 2020 Update

Vice Chancellor for Planning and Budget (VCPB) Feitelberg provided an updated on [Project 2020](#). Project 2020 allows UC Merced to develop and finance the next phase of capital projects. The goal is to create a mixed use learning environment with the ability to adapt to periodical change, reduce liability and transfer a portion of building maintenance obligations.

VCPB Feitelberg reported that the campus is at a point where the academic themes derived from the strategic focusing exercise can be used to solicit additional information/qualifications from firms submitting proposals to implement the project. The structure of the project differs from the traditional process due to UCM's capacity constraints. The proposed public private partnership will allow the university to issue a combination of debt and commitment payments, maintain the ownership of the land, and minimize maintenance cost. Members discussed the project and agreed to invite VCPB Feitelberg to a future DivCo meeting for further discussions.

Action: Invite VCPB Feitelberg to a future DivCo meeting.

V. Systemwide Review Items APM 133-210 & 760 and APM 808 & 330

Standing and executive committees reviewed APM133-210 & 760 and APM 080 and 330.

Action: Chair Sun will circulate a memo condensing committee comments for DivCo review, approval, and submittal to systemwide.

VI. Council of University of California Emeritus Association

Vice Provost for Faculty (VPF) Camfield request a list of “needs” from DivCo that emeritus faculty can provide to various aspects of Senate business. Examples of proposed service from emeritus faculty include faculty serving as members of standing committees or reviewing proposed policies and procedures.

Action: Members agreed to provide potential emeritus duties to CoC Chair LiWang, VPF Camfield or Senate Director Shelton. CoC Chair LiWang will determine the process for appointing emeritus faculty to standing committees.

VII. Library and Scholarly Communications Committee

In ay 2013-14 the Library Working Group recommended the formation of a permanent Library and Scholarly Communications Committee (LSCC) to address Library needs. At the November 5, 2015 DivCo meeting members discussed and tabled the recommendation and asked the Committee on Research (COR) to re-review the suggested committee creation.

COR Chair Noelle advised DivCo that COR discussed the recommendation and continues to support the creation of the committee, especially with the anticipated hiring of the campus Librarian. Members also noted the importance of a well functioning Library at a research university as it serves as one of the key points of contact for research endeavors.

Action: DivCo discussed the formation of the new committee including the concerns associated with the increase to Senate staff workload and the difficulty associated with appointing committee members. A motion was made, seconded and passed approving the formation of the Library and Scholarly Communications Committee. Chair Sun requested COR draft the committee charge and membership for CRE consideration.

VIII. Chair Reports

CAP: Provided a memo to systemwide regarding the Total Remuneration Study.

CAPRA: Continues to discuss the strategic focusing initiative and based on those discussions sent a memo to the Provost requesting the releases of foundational FTE lines or to inform the campus of the FTE plans. In terms of systemwide representation, UCPB continues to discuss the Total Remuneration Study specifically the three percent salary

increase and how it should be administered. UCPB believes that the cost of living increase should be applied across the board.

CoC: Provided nominations to Provost/EVC Peterson for the SSHA Dean search and is currently working to appoint the Senate Medical Education Task Force members.

GC: Met with Provost/EVC Peterson to discuss graduate student needs, provided comments to DivCo on Doctoral Student Support, drafted criteria for new and first year fellowships, and implemented a policy change on the minimum total score that will go into affect fall 2016.

COR: Discussed the proposed Library and Scholarly Communications Committee and are preparing a memo to the administration to request an increase in the amount of funds for the faculty grants program.

FWDAF: Two committee members attended the National Mentoring Workshop in Albuquerque and discussions continue regarding the proposed committee split including the draft charge and membership.

CRE: Finalized the proposed changes to the Merced Division Regulations, will issue a ballot by the end of the semester, and plans to generate a general document for School Bylaws.

UGC: Are considering the School of Natural Sciences Honors proposal, reviewing the Grade Appeals Policy and the course request form subcommittee are determining guidelines and procedures to increase transparency.

There being no further business, the meeting adjourned

**Committee on Academic Planning and Resource Allocation (CAPRA), Division
Council (DivCo), and VC for Planning and Budget Dan Feitelberg
Minutes of Project 2020 Meeting
February 12, 2015**

Attendees:

Professor Jian-Qiao Sun, Division Council Chair
Professor Cristián Ricci, Division Council Vice Chair
Professor Anne Kelley, CAPRA Chair
Professor Kathleen Hull, GC Chair
Professor Jack Vevea, UGC Chair
Professor Patti LiWang, CoC Chair
Professor David Noelle, COR Chair
Professor Fanis Tsoulouhas, CAP member
Professor Robin DeLugan, Division Council at-large member
Professor Lin Tian, CRE Vice Chair
Professor Tanya Golash-Boza, FWDAF Vice Chair
Professor Marilyn Fogel, CAPRA member
Professor Jan Wallander, CAPRA member
Dan Feitelberg, Vice Chancellor for Planning and Budget
Cindi Deegan, Executive Director of Business Services
Abigail Rider, Assistant Vice Chancellor of Real Estate
Steve Rabedeaux, Director, Academic Facilities Planning
Richard Cummings, Principal Planner
Fatima Paul, Senate Assistant Director
Simrin Takhar, Senate Analyst
Mayra Chavez-Franco, Senate Analyst

VP Feitelberg began the meeting by announcing that in December, Chancellor Leland and UC CFO Nathan Brostrom recommended moving forward with the Request for Qualifications (RFQ) process. Six teams submitted proposals and the campus has selected three teams for the Request for Proposals (RFP) phase. The teams are internationally-renowned, highly qualified, and look forward to meeting with campus stakeholders, including faculty, this spring. The dates of the RFP team meetings are

February 19, March 10, and March 12. The Regents will be informed before the final RFP is released.

CAPRA chair Kelley asked what the RFP teams will do with the input that faculty provide to them and what the purpose of these meetings is. VC Feitelberg responded that he needs faculty input on mixed-use development, including laboratory and instructional space. The teams want to know what is most important to the faculty and what flexibility is needed for academic space.

A CAPRA member asked if there will be subsequent points of input from the faculty. Director Rabedeaux replied that, as with the SE 2 building, there will be a programming phase where he will meet with the affected deans and faculty to discuss space details.

A Division Council member asked if the RFP will only be conceptual or will it contain designs. AVC Rider confirmed there will be schematic designs. VC Feitelberg stated that in fall 2013, there were a number of programming sessions in which faculty provided their input.

ACTION: AVC Rider will distribute the input from those sessions to Division Council and CAPRA members.

A CAPRA member inquired about the process for allocation across the different types of space and when that specification will be provided. VC Feitelberg replied that his office has worked with Provost/EVC Peterson during the strategic academic focusing process to complete projections on the types of faculty space that will be needed within the context of the planned, average 25 new faculty hires per year. VC Feitelberg has the assignable square footage for academic space; while he wants to meet the campus's macro needs, the campus also requires buildings that will be flexible and durable.

CAPRA chair Kelley pointed out that it would be useful for faculty to know what the RFP teams have already been told and what they were provided in terms of assignable square footage. VC Feitelberg responded that he can share what he provided the teams in the RFQ phase. He is finalizing the macro numbers for the RFP and those will be shared with faculty members.

ACTION: VC Feitelberg will distribute the macro data to Division Council and CAPRA members.

A Division Council member inquired about the timeline and associated milestones. VC Feitelberg acknowledged that the developers have two years to reach phase one. But he emphasized the importance of flexibility rather than mandating needs.

VC Feitelberg then began an overview of the Power Point presentation he delivered to the University Committee on Planning and Budget on February 3, and which the Chancellor will deliver to the Regents. (A CAPRA member pointed out that the slide that lists the thematic areas in conjunction with strategic academic focusing needs revision as one of the areas has split into two new ones. VC Feitelberg responded that he is aware of the split and will revise the presentation accordingly.) The presentation essentially provides the rationale for establishing UC Merced and for expanding the campus within the context of the 2020 project. Division Council members expressed concern that in the plan, assignable academic space per faculty member is substantially lower than at peer institutions.

CAPRA chair Kelley confirmed with VC Feitelberg that assignable square feet includes laboratory, office, and classroom space.

A CAPRA member asked if other UC campuses went through similar building phases and if they had to limit their growth. VC Feitelberg pointed out that other UC campuses had the benefit of state funding; the state used to fund academic facilities with lease revenue bonds and those universities also had the capacity to institute auxiliary buildings.

A Division Council member pointed out that other institutions have used naming rights as a revenue source. VC Feitelberg replied that he looks forward to an increase in philanthropy dollars and donor money will eventually be part of our model, however, at this time, we cannot assume donor funding.

Another Division Council member mentioned that when Project 2020 was first discussed, the plan was to build on the current campus footprint; however, the new plan appears to involve expanding the campus. VC Feitelberg confirmed that the expansion area will include 219 acres from Scholars Lane to Bellevue Road.

A Division Council member asked for an update on the status of the plan to build on the Le Grand parking lot. VC Feitelberg explained that a year ago, UCOP gathered a

list of building projects across the UC system to make a case for a General Obligation (GO) bond measure for the 2014 ballot. One of Merced's submitted requests was a research building on the site of the Le Grand lot. The GO bond did not materialize, however, nothing is "off the table". But, VC Feitelberg assured the faculty members that he is mindful that the Le Grand lot is a prime area.

VC Feitelberg highlighted the slide in his presentation that defined the "DBFOM" model: designing, building, financing, operations, and maintenance. These five components are included in all the capital projects the campus has undertaken by managing it ourselves but contracting with the private sector. VC Feitelberg is proposing to bring all five components into one contract. This special purpose entity (SPE) will manage the architecture firms and UC Merced would remain owners of the buildings. It is not a lease transaction. If the firms default, the campus would not have to pay.

In response to a Division Council member's inquiry about profit margins, VC Feitelberg stated that contracting with a SPE represents a 10-15% savings to the campus. The project is not entirely financed by the SPE and is subjected to negotiations from the Regents. Under [Assembly Bill 94](#), the campus would finance half of the facilities with a revenue bond and the campus is considering proposing a budget trailer bill. The assumption is that there will be three phases of the project with completion slated for 2024.

A CAPRA member expressed concern about the lack of appropriate consultation with the faculty and the fact that this Project 2020 plan is predicated on the strategic academic focusing proposals which faculty had to complete in a short period of time. Director Rabedeaux responded that he received data from the Provost/EVC's office. The campus could not exceed the guidelines set by the California Postsecondary Education Commission (CPEC). AVC Rider mentioned that there are mitigating factors surrounding the apparent lack of adequate academic space: the expanded campus needs to build amenities for students in order to attract a high quality student body. While the academic component of the project has received the most focus, planners must also take into account student needs. VC Feitelberg also pointed out that the project must take into account increased staffing numbers within the context of workforce planning.

VC Feitelberg confirmed that UC Merced is working with city and county partners in the campus expansion project.

CAPRA chair Kelley asked whether faculty members can alter the talking points outline provided by the administration as long as the same talking points are used in each RFP team meeting. VC Feitelberg agreed.

In response to faculty members' continued concerns about the usefulness of the numerous meetings they have previously attended to discuss space with teams of architects, VC Feitelberg reiterated that consistent dialogue is important and he would be willing to attend future Division Council or CAPRA meetings.

A Division Council member was concerned that the designs for space for certain disciplines may be not be interpreted correctly in the building phase. AVC Rider confirmed that each component of space is carefully monitored and the design teams have a plethora of experience with academic facilities.

Division Council chair Sun announced that Division Council and CAPRA will become more involved in the Five-Year Planning Perspectives document. The document includes UC Merced's requests for additional Schools.

ACTION: CAPRA Chair Kelley will distribute her suggested talking points, to be used in the RFP team meetings, to Division Council and CAPRA members. Committee members are asked to forward their comments to her for final compilation.

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March 11, 2015

To: Thomas W. Peterson, Provost and Executive Vice Chancellor and Co-Chair,
Periodic Review Oversight Committee
Cristián Ricci, Senate Vice Chair and Co-Chair, Periodic Review Oversight
Committee

From: Jian-Qiao Sun, Chair, Division Council

Re: Policy for the Review of Organized Research Units

Dear Tom and Cristián,

The Merced Division Academic Senate committees have reviewed Vice Chancellor for Research and Economic Development Traina's proposed procedures for the review of Organized Research Units (ORU). Three standing committees (FWDAF, COR, and GC) and one executive committee (SSHA) provided comments.

The Division Council is pleased to support the proposed policy that would assess the performance of existing ORUs. Senate reviewers did, however, identify a few specific issues that require clarification, and we believe that these issues should be considered and addressed before the policy is finalized. Please refer to the attached full text of committee comments for details.

We appreciate the opportunity to opine.

Sincerely,

Jian-Qiao Sun, Chair
Division Council

CC: Division Council
Senate Office
Samuel Traina, Vice Chancellor for Research and Economic Development

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March 11, 2015

To: Thomas W. Peterson, Provost and Executive Vice Chancellor

From: Jian-Qiao Sun, Chair, Division Council

Re: Establishment of Centers Policy

Dear Tom,

The Merced Division Academic Senate standing and executive committees reviewed the Establishment of Centers policy that defines centers as “a unit that is typically smaller than an Institute or an ORU, furthers research in a designated field or is engaged in providing research facilities for other units and departments.” Our committees on Academic Planning and Resource Allocation (CAPRA), Faculty Welfare, Diversity, and Academic Freedom (FWDAF), Research (COR), and Graduate Council (GC) submitted comments.

The Division Council (DivCo) appreciates the time and effort that went into the document and the opportunity to opine. However, due to the number of significant concerns expressed by Senate reviewers, DivCo is unable to endorse the policy.

DivCo specifically wishes to highlight the following concerns expressed by committees:

- “CRE are concerned that if Centers are regulated by the provisions of the Establishment of Centers document under its current wording, sponsoring faculty of Centers and Institutes at UC Merced could in time find their autonomy over their research activities related to their Centers somewhat compromised.”
- “GC’s primary concerns are: (1) that faculty are given guidance regarding at what stage it is appropriate to pursue external funding for a Center; and (2) if and how such efforts should be coordinated with the Sponsored Projects Office (SPO) and/or Office of Development by either the faculty or Dean.”
- “COR is concerned that the document does not recognize that the Senate has previously approved policies, created in conjunction with administrative consultation, that specify procedures for the establishment and review of Centralized Research Units (CRUs),

which appear to be essentially identical to the Centers described in the document under review.”

- CAPRA expressed concerns regarding the principles that “centers should contribute to the teaching, research and outreach missions of the campus, School, and/or Unit faculties”, stating that “centers should not have to contribute to each of these missions, as centers can be formed for only one purpose.”

Attached for your consideration please find the full text of committee comments. We look forward to reviewing the revised policy.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Sun', with a stylized flourish at the end.

Jian-Qiao Sun, Chair
Division Council

CC: Division Council
Senate Office

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March 2, 2015

To: Thomas W. Peterson, Provost and Executive Vice Chancellor

From: Jian-Qiao Sun, Chair, Division Council

RE: Revised UC Merced Administrative Policy-Academic Degree Programs

Dear Tom,

At its January 21, 2015 meeting, the Division Council (DivCo) discussed and assessed the revised version of the UC Merced administrative policy governing the establishment or revision of academic degree programs. The revisions require that proposals for new programs and/or revisions to existing programs be sent to the central administration at the same time they are sent to the Academic Senate. Although DivCo recognizes the administration's desire to update the administrative document to allow for consultation earlier in the established process, the policy in its current form contains both minor errors (e.g., committee references, document references, accreditation organization name) and potentially major errors (e.g., with respect to Senate policies on degree programs) that would benefit from a full Senate review.

In addition to the identified errors DivCo expressed serious concerns with the lack of Senate consultation in the changes to the policy. DivCo believes strongly that the administration should seek Senate approval of changes to policies under our purview, rather than simply informing the Senate of policy changes, even when changes to the policy do not alter Senate procedures. Given the Senate's intimate knowledge of the latest Senate policies on issues such as academic programs, consultation before implementation will reduce the need for additional revisions.

Due to these concerns, DivCo is unable to endorse the current version of the policy and request that the administration incorporate significant revisions to the policy before its implementation. Attached for your consideration please find Senate suggested revisions to the revised policy. We look forward to reviewing another version.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jian-Qiao Sun'.

Jian-Qiao Sun, Chair
Division Council

CC: Division Council
Senate Office

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March 2, 2015

**To: Thomas W. Peterson, Provost and Executive Vice Chancellor
Elizabeth Whitt, Vice Provost and Dean of Undergraduate Education**

From: Jian-Qiao Sun, Chair, Division Council

RE: Revised Proposal for a Minor in Community Research and Service

Dear Tom and Elizabeth,

The Merced Division Academic Senate standing and executive committees have reviewed the revised proposal for the Community Research and Service Minor (CRS). The Senate appreciates the time and effort that went into revising the proposal to address concerns that were previously raised.

While we are generally supportive of the proposed minor, especially noting its creativity and benefit to students in all three schools, concerns with respect to faculty teaching workload and resources continue to raise questions of the minors sustainability. Specifically, as identified in the Undergraduate Council's memo dated February 12, 2015 and echoed throughout committee and administrative comments, the following identified areas require additional consideration and clarification:

- a) As stated in the revised proposal, "The CRS minor will recognize faculty effort by providing \$2,000 research stipends and also staff support (for example, through the Academic Coordinator) each semester to those faculty who teach CRS relevant undergraduate research experiences. Initially we anticipate being able to support a maximum of 5 courses per semester [5 x \$2,000 = \$10,000]." This stipulation may be in violation of APM 662-16, if those stipends are viewed as additional compensation.
- b) It is unclear if the Community Research and Service Academic Coordinator will also serve as the Faculty Assessment Organizer for the CRS minor.

In spite of these concerns the Division Council endorses the approval of the minor effective Fall 2015 with the following recommendations:

1. That the minor be revisited and the resources be assessed by the relevant Senate committees two years after its implementation.
2. Any stipends issued will be restricted such that it cannot be used for summer salary.

I am attaching the submitted full text of comments for your reference. We look forward to the successful implementation of the minor.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Sun', written in a cursive style.

Jian-Qiao Sun, Chair
Division Council

CC: Division Council
Undergraduate Council
Senate Office
Susan Sims

Dejeune Shelton

From: Dejeune Shelton
Sent: Friday, January 30, 2015 5:05 PM
To: Tom Peterson
Cc: divco1415@ucmcrops.ucmerced.edu; Susan Sims; April Graves; senateoffice@ucmcrops.ucmerced.edu
Subject: Division Council Approved: Revised Medical Education Charge
Attachments: Revised Medical Education Task Force Charge_1_2015.docx

Dear Provost/EVC Peterson,

On behalf of Chair Sun, attached for your consideration please find the Medical Education Task Force Charge vetted and approved by the Division Council.

Thank you,
Dejeuné M. Shelton
Executive Director, Merced Academic Senate
5200 North Lake Road, Suite 346
Merced, CA 95343
209-228-7954

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Medical Education Task Force Charge

The Joint Senate-Administration Medical Education Task Force is an ad-hoc group established by the Chair of the Academic Senate and the Provost and Executive Vice Chancellor.

The Task Force will convene in Spring 2015 to serve in an advisory capacity; to make a set of recommendations to the Academic Senate and the Chancellor regarding the future operation of the UC Merced San Joaquin Valley PRIME program; and to provide an assessment of the feasibility of offering a Medical Education program on campus. Recognizing that the development of a medical education program will have a large impact on the UC Merced campus and local area the Task Force will consult broadly, through a formal Senate consultation process, with campus academic and administrative units, and with medical education and general communities.

Task Force Charge

1. Lead discussions with UC Davis regarding UC Merced faculty input into the San Joaquin Valley PRIME program and develop a proposal for involvement; identify opportunities for expanding the number of students involved in the PRIME program, as well as their understanding of Central Valley health challenges.
2. Perform a thorough SWOT analysis of developing a medical education program at UC Merced.
3. Complete a feasibility assessment of the UC Berkeley/UCSF Joint Medical Program and develop recommendations for establishing a medical education program modeled after it on campus. This should include considering variations based on existing faculty strengths on the UC Merced campus, as well as degree of overlap with partnering UCM academic or professional graduate programs, in terms of shared academic components and resources.
4. Identify, analyze and recommend potential faculty workloads, compensations, space needs, program budget impacts, funding resources, and regional partners associated with a medical program and its partnering academic or professional graduate programs.
5. Identify opportunities for collaboration, cooperation and synergy with other UCM graduate programs and within the medical education community.
6. Develop a final document with recommendations for the UC Merced Senate and the Chancellor that will describe the analyses and process, interpret key findings, and suggest recommendations.

Proposed Membership:

Academic Senate

SSHA Faculty Representatives (2)
SNS Faculty Representatives (2)
SOE Faculty Representatives (2)

Suggested Administration

Vice Chancellor of Research and Economics
Vice Chancellor: Student Affairs
Vice Chancellor for Planning and Budget

UC Merced SJV Prime Representative Vice Chancellor for Business and Administrative Services
Graduate Council Representative (as one of the school reps)
CAPRA Representative (as one of the school reps)

The Senate Chair in conjunction with the Provost and Executive Vice Chancellor will select the Task Force Chair.

Quorum:

A vote requires a balanced representation of the Senate and the Administration. A majority of members present at the meeting constitutes a quorum. In the absence of a quorum the task force may discuss business and vote on action items electronically.

Reporting:

As a joint Senate-Administration body, the task force shall report its recommendations to the Administration (through the Office of the Provost and Executive Vice Chancellor) and the Academic Senate (through the Chair of the Academic Senate) for dissemination to appropriate groups.

Timetable and Reporting:

April 9, 2015	Finalize charge and membership
May 2, 2015	SJV Prime proposal to Senate and Administration
May 23, 2015	Draft preliminary feasibility report/ "next steps" planning document to Senate and Administration
June 13, 2015	Final preliminary feasibility report/ "next steps" planning document to Senate and Administration

335. Privilege and Tenure: Divisional Committees -- Grievance Cases (En 23 May 01)

A. Scope

1. Any member of the Academic Senate may grieve to the Divisional Privilege and Tenure Committee (hereafter, the Committee) that the member's rights or privileges have been violated. Before considering the grievance and determining whether a formal evidentiary hearing is warranted, the Committee may require that the grievant shall first exhaust all appropriate administrative avenues of redress. Administrative avenues of redress include, but are not limited to, presentation of the grievance along with a request for an administrative remedy to the department chair, dean, or other appropriate academic administrator with authority to investigate and offer a remedy.
2. In cases of personnel review involving tenure, promotion, or reappointment, such grievances may be based only on allegations: (a) that the procedures were not in consonance with the applicable rules and requirements of the University or any of its Divisions, and/or (b) that the challenged decision was reached on the basis of impermissible criteria, including (but not limited to) race, sex, sexual orientation, gender identity, or political conviction. The committee shall be empowered to determine the validity of the grievances under (a) or (b) but shall not be empowered to reevaluate the academic qualifications or professional competence of the grievant. (Am 14 Oct 2010)

B. Preliminary Procedure in Grievance Cases

1. For the purpose of advising Senate members on the available relief in case of a potential grievance, each Division, in accordance with specifications to be determined by such Division, shall appoint an individual or panel (preferably former members of the Privilege and Tenure Committee, but not current members) who shall be available to each grievant to discuss the claim of violation of rights and privileges and to provide advice on the appropriate procedure to be followed. Such individuals or panel members shall not serve as representatives of any grievant, and they shall maintain full confidentiality to the extent allowable by law. An aggrieved Senate member may consult with the individuals appointed under this provision with the understanding that the grievance will not be disclosed and that the consultation shall not constitute notice of the grievance to the campus or University administration. In cases where the grievance contains allegations of improper governmental activities and/or allegations of retaliation for reporting improper governmental activities, panel members shall inform grievants of their right to make a protected disclosure of allegations of improper governmental activities and/or allegations of retaliation for reporting improper governmental activities to the Locally Designated Official (LDO) pursuant to the Whistleblower Policy and the Whistleblower Protection Policy. Panel members also shall inform grievants that any such allegations that are part of a grievance brought to the Privilege and Tenure Committee will be reported to the LDO in

accordance with the Whistleblower Policy and/or the Whistleblower Protection Policy. (Am 10 Mar 04)

2. Upon receipt of a written grievance, the Privilege and Tenure Committee shall first determine whether or not the grieving Senate member has made out a *prima facie* case. This determination shall be limited to a review of the written grievance only. A *prima facie* case shall be deemed established if the Committee concludes that the allegations as stated in the written grievance, if true, would constitute a violation of the faculty member's rights and privileges. If the grievance includes allegations of improper governmental activities and/or allegations of retaliation for reporting improper governmental activities, the Committee shall report those allegations to the LDO in accordance with the Whistleblower Policy and/or the Whistleblower Protection Policy. (Am 10 Mar 04)
3. If it finds that there is a *prima facie* case, the Committee may conduct a preliminary review of the evidence to determine whether there is sufficient reason to believe that a right or privilege of the grievant may have been violated. In the course of its preliminary review, the Committee shall provide the grievant with an opportunity to discuss his or her allegations with the Committee, either orally or in writing. Upon an appropriate showing of need by any party or on its own initiative, the Committee may request files and documents under the control of the administration, including the grievant's personnel files and confidential documents contained therein. Such confidential documents shall remain confidential within the committee unless disclosure is required by law. At this stage, the Committee may also give the administrator with authority to offer a remedy notice of the grievance and an opportunity to respond. To further facilitate its review, the Committee may also ask other persons involved in the events that gave rise to the grievance, including the department chair, to appear before or provide information to the Committee.
4. If the committee determines either that the grievant has not made out a *prima facie* case or that after a preliminary review, there is not sufficient reason to believe that the grievant's rights and privileges may have been violated, it shall advise the grievant to that effect in a written communication stating the reasons for its conclusion.
5. If the Committee determines that the grievant has made out a *prima facie* case of violation of a right or privilege, and that there is sufficient reason to believe that the grievant's rights and privileges may have been violated, the Committee shall advise the Chancellor's designee of the grievance and the *prima facie* determination. The Committee shall make an attempt to promote a resolution of the controversy between the grievant and the administrative officer, officers, or other persons concerned. If no resolution can be reached, the Committee shall conduct a formal hearing in accordance with the provisions set forth below.
6. No grievance may be considered by the Committee if more than three years have passed between the time the grievant knew or should have

Systemwide Faculty Grievance Advisors Information

UCSC:

13.26.3 The Committee on Committees shall appoint a panel of up to six members to serve as grievance advisers, in accordance with SB 335B(1). Panel members should be experienced in privilege and tenure processes, and preferably be former members of the Committee on Privilege and Tenure. Appointments are for three years and are renewable. Panel members shall advise members of the Faculty with respect to their rights or privileges and grievance procedures. Panel members may not serve on investigative or hearing panels, and cannot serve as representative of any of the parties of such procedures.

UC Berkeley

Our Panel of Counselors (POC) is appointed by the Committee on Committees. They try to select faculty who are knowledgeable about the APM, grievance procedures, and/or P&T. I staff both P&T and the POC, fielding calls and making referrals as necessary. Consistent with the other campuses, all referrals to, and consultations by the POC are confidential. You can find a bit more information here: <http://academic-senate.berkeley.edu/conflict-resolution>

UCSF

UCSF has an advisory panel with two faculty members from each School.

Faculty usually call the Senate Office P&T Analyst first and following that discussion often also reach out to the appropriate School's advisory panel members.

We're in the process of replacing advisory panel members – otherwise I'd provide you with the link.

Like UCR, the advisory panel conversations are confidential and aren't shared with Senate P&T.

UCR

We have a Grievance Consultation Panel on the Riverside campus. The list is posted and faculty either self-select a panel advisor or will call me for guidance. If they call me, I refer to someone with experience in their field or experience with the type of case they are interested in pursuing. I do not keep records of calls I receive and we don't ask our panel members to let me know when/if they've been contacted.

<http://senate.ucr.edu/committee/?do=info&id=35>

UCSD

We have a Panel of Advisors for Grievances and for Disciplinary Cases.

Here are the links:

Grievances

<http://senate.ucsd.edu/committees/standing/privilege-and-tenure-advisors-for-grievances/>

Disciplinary Cases

<http://senate.ucsd.edu/committees/standing/privilege-and-tenure-counselors-for-disciplinary-cases/>

UCD

We do. Here is a link to the Davis Divisional bylaw:

http://academicsenate.ucdavis.edu/bylaws_and_regulations/bylaws.cfm#44- and procedures for engaging an adviser: http://academicsenate.ucdavis.edu/committees/committee-list/faculty_privilege.cfm

As an administrative note...our local procedures will not be applicable to most campuses. We have quite a bit of activity at Davis; otherwise, I see no reason to have the P&T analyst or any other staff member refer faculty to advisers. The Executive Director spreads the workload amongst all of the members. When faculty were able to select from a list, the workload seemed to fall to one member over the others.

UCSB

We do not have Grievance Advisors but in looking at what others are doing, I'm thinking we need to set something up.



Conflict Resolution

The Academic Senate offers several resources to assist faculty in the resolution of conflicts on campus. Conflicts may arise over regulation, policy or procedural interpretations, interpersonal disagreements, or academic differences. Senate members provide support for other faculty experiencing conflict, from confidential consultation and informal mediation, to case preparation and formal hearing.

The [Faculty Ombudspersons](#) exist to assist faculty and academic personnel in finding non-confrontational solutions to problems involving other members of the University. It is possible to talk confidentially about your problem with any member of the committee and see if an informal resolution might be possible. Contact the chair or any member of the Faculty Ombudspersons or call the Faculty Ombudsperson line (510-642-7213) for a referral. For more details on the ombuds process, see the description of the [Faculty Ombudspersons](#).

The [Panel of Counselors](#) are available to advise faculty on further avenues for resolution of their problem, if an informal resolution does not seem likely. They are knowledgeable about faculty rights and privilege and can offer advice on the preparation and management of cases within the jurisdiction of the Committee on Privilege and Tenure. A counselor may also act as a mediator. Contact the [chair of the Panel](#) or call the Senate Executive Director (510-642-7213) for a referral.

The Committee on [Privilege and Tenure](#) provides the most formal level of conflict resolution. The committee hears complaints from officers of instruction regarding various matters of academic privilege, appointment, tenure, and promotion. The hearing process is outlined in the Manual of the Academic Senate, Bylaw 335. The process is initiated by submitting a complaint in writing to the chair of the committee. A member of the Panel of Counselors can assist in the preparation of the complaint. Faculty members should consult the Faculty Ombudspersons and the Panel of Counselors before submitting a complaint to the Committee on Privilege and Tenure.

Other Resources

- [Academic Personnel Manual](#)
- [Manual of the Academic Senate \(Bylaw 334: Privilege and Tenure: Divisional Committees\)](#)
- [Advancement and Promotion of Junior Faculty at UC Berkeley](#)
- [The Staff Ombudsperson Office](#)
- [Standards and Procedures Governing the Reassignment of Tenured Faculty When Objections are Raised](#)

For more information, contact the Academic Senate Executive Director, [Andrea Green Rush](#), (510) 642-7213.

UC Riverside Academic Senate

Grievance Consultation Panel

The members of this panel are available to each grievant to discuss the claim of violation of rights and privileges and to provide advice on the appropriate procedure to be followed. Panel members do not serve as representatives of any grievant, and they shall maintain full confidentiality to the extent allowable by law. An aggrieved Senate member may consult with these individuals with the understanding that the grievance will not be disclosed and that the consultation shall not constitute notice of the grievance to the campus or University administration.

STAFF SUPPORT:

Cynthia Palmer
Academic Senate
(951) 827-6154 (26154)
cynthiap@ucr.edu



- [Previous](#)

[Back](#)

Comm

- [W. J. Fa](#)
- [Helen L.](#)
- [Victor D.](#)
- [Margare quarter\]](#),
- [Ziv Ran Mathem:](#)

General Campus Information

University of California, Riverside
900 University Ave.
Riverside, CA 92521
Tel: (951) 827-1012

[Career Opportunities](#) • [UCR Libraries](#)
[Campus Status](#) • [Directions to UCR](#)

Department Information

Academic Senate Office
900 University Avenue
[231 University Office Bldg](#)
Riverside, CA 92521

Tel: (951) 827-5538
Fax: (951) 827-5545

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- ▶ [Committee Bylaws](#)

- [Steps for filing a formal grievance](#)

- [Steps for filing a formal charge](#)

- ▶ [Committee Manual](#)

Grievance Advisory Committee (GAC)

Committee Members 2014-2015

Waschek, James A. , Chair (Psychiatry & Biobehavioral Sciences)	Banner, Stuart (Law)
Korf, Richard E. (Computer Science)	Norberg, Kathryn (History)
Taché, Yvette F. (Medicine-Division of Digestive Diseases, CURE)	
Bostrom, Kristina (Medicine-Cardiology) <i>Ex-Officio,</i> <i>Chair of Privilege and Tenure</i>	McCardle, Kevin F. (Anderson/Statistics) <i>Ex-Officio,</i> <i>Chair of Charges</i>

Academic Senate Staff Contact: [Marian McKenna Olivas](#) 310-206-2469

Committee Charge

The Grievance Advisory Committee, exclusive of the *ex officio* members, advises faculty on grievance procedures concerning their rights and privileges and advises all members of the University community on procedures for charges resulting from alleged violation of the **Faculty Code of Conduct**. It consults, as needed, with departmental chairs and deans on questions concerning promotion and appointment, as well as disciplinary matters. It also conducts periodic review of the grievance procedures, making recommendations to the Senate regarding required changes or modifications in the system. The Committee meets with individuals as needed, and as committee, quarterly.

Grievance Advisory Committee (GAC) is primarily advisory for complaints against faculty and/or administration that may be directed to the [Charges Committee](#) or to the [Committee on Privilege and Tenure](#) (P&T). The Committee advises the faculty members on whether or how to proceed with a grievance (such as lack of compliance with applicable procedures regarding personnel actions) or charge (such as a violation of the Faculty Code of Conduct) and which standing committee (Charge or P&T) is appropriate. The Committee assists faculty, staff, and students in choosing the appropriate route for a formal complaint or grievance and advises in the preparation of the complaint.

Anyone wishing to speak to a counselor is encouraged to contact the Academic Senate Office Staff Contact: [Marian McKenna Olivas](#); molivas@senate.ucla.edu or 310-206-2469. The main office number is: 310-825-3851.

[Interactions with Administration](#)

The Committee meets as needed with administrators. The counselors interact with the Ombuds Office, the Student Affairs Office and other Offices in their attempt to resolve issues. There is no established interaction pattern with any administrator.

[Issues, Concerns, Goals](#)

The Committee will attempt to mediate complaints or grievances, effecting resolution where possible. Complainants and accused faculty members are advised to consult with the Committee

before proceeding either to Charges or to Privilege and Tenure.

Membership

The committee consists of seven faculty members: five appointed for up to 3 years by the Committee on Committees and confirmed by the Legislative Assembly from members of the Senate who have already served at least two years on Privilege and Tenure and/or Charges; the Chair of Privilege and Tenure, *ex officio*; and the Chair of Charges, *ex officio*. Committee on Committees appoints and Legislative Assembly confirms the Chair.

Committee Service: *If you are an Academic Senate member and have an interest in serving on this, or any other Academic Senate committee, please take a moment to indicate your preferences for service on our [Committee Volunteer Form](#).*

By actively participating in Senate Committees, we ensure that academic and administrative decisions are informed and enriched by broad faculty input. Thank you for your interest in shared Faculty Governance.

ACADEMIC SENATE OFFICE

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PRIVILEGE AND TENURE COUNSELORS FOR DISCIPLINARY CASES

P&T Disciplinary Counselors

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About the Committee

Panel members are available to consult with Senate members who have been notified that they are the subject of a disciplinary hearing. The Counselors provide counsel on the appropriate procedures to be followed, but do not serve as representatives of any Senate member who may be subject to a disciplinary hearing.

Senate Staff Support

RAY RODRIGUEZ
(858) 534-0981
215 University Center
rrodriguez@ucsd.edu

UC San Diego 9500 Gilman Dr. La Jolla, CA 92093 (858) 534-2230

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PRIVILEGE AND TENURE ADVISORS FOR GRIEVANCES

P&T Grievance Advisors

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About the Committee

Panel members are available to advise Senate members who may be considering filing a grievance. The Advisors provide counsel on the appropriate procedures to be followed, but do not serve as representatives of any complainant.

Senate Staff Support

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UC San Diego 9500 Gilman Dr. La Jolla, CA 92093 (858) 534-2230

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Search Academic

Faculty Privilege and Academic Personnel Advisers

[Skip to membership](#), [bylaw](#) and [documents](#)

With five faculty members appointed to the panel of advisers, workload distribution is critical and must be. Therefore, the analyst assigned by the Academic Senate Office to support the advisers will provide the information from members of the Faculty. For assistance please call:

Gina Anderson
Davis Division of the Academic Senate
530-752-3917
gina.anderson@ucdavis.edu

- The Senate analyst will distribute workload according to grouping of colleges/professional schools round discipline.
- The Senate analyst will disclose the advisers name and department to the faculty member to assure the personal affiliation. If an affiliation is determined, the analyst will facilitate contact between the faculty of the Faculty Privilege and Academic Personnel Advisers or one of the other advisers as needed to eliminate discomfort.
- The Senate analyst will make contact with the advisers and attempt to connect the faculty member with adviser within one workday (excluding weekends).
- If the analyst is unsuccessful in connecting the faculty member with the appropriate adviser in one workday, connect the faculty member with the Chair of the Faculty Privilege and Academic Personnel Advisers.

Winter Quarter 2014-2015

Upcoming Meetings

There are currently no meetings scheduled for this committee.

Available Meeting Documents

There are currently no meeting documents available for this committee.

Charge

44. Faculty Privilege and Academic Personnel Advisers (Am. 10/21/2002)

A. This committee shall consist of a chair and three to six members. The committee shall have members both with experience in the privilege and tenure process and in the academic process, and every member shall be experienced in at least one of the processes. C. The Committee on Academic Personnel, Faculty Personnel Committees, or the Committee on Academic Tenure are ineligible to serve on this committee. Appointments are for one year and are renewed.

B. The responsibilities of the members of this committee are:

1. To advise members of the Faculty with respect to the personnel process and procedure of personnel actions.

2. To assess independently whether a personnel action raises substantive issues and to communicate that assessment to the appellant Senate member.

A. To advise members of the Faculty with respect to their rights and privileges, grievance procedures, and procedures for responding to charges alleging violations of the Code of Conduct. (Am. 12/15/1967)

C. The chair shall arrange for meetings of the committee and prepare materials as needed for the advisers, coordinate activities, and assure consistency of advice.

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OFFICE OF THE ACADEMIC SENATE
COMMITTEE ON RULES & ELECTIONS (CRE)
PETER VANDERSCHRAAF, CHAIR

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-7954; fax (209) 228-7955

March 9, 2015

To: Jian-Qiao Sun, Chair, Division Council

From: Peter Vanderschraaf, Chair, Committee on Rules and Elections (CRE)

Re: Request for DivCo Discussion: Exclusion of ORU/MRU Directors on Senate Committees & CRE Bylaw Changes

The Committee on Rules and Elections (CRE) discussed removing language from the Merced Division Bylaws that restricts ORU/MRU Directors from participating on Senate committees. Members agreed Merced's current shortage of faculty willing and able to participate on standing committees is further exasperated by excluding ORU/MRU Directors who wish to participate. Thus, CRE recommends the deletion of the language restricting ORU/MRU Directors.

The specific section is as follows:

II.I.1.C. No member of the Division holding an administrative title of Chancellor, Vice Chancellor, Provost, Vice Provost, Dean, Associate Dean, Director of an ORU or MRU, or titles with equivalent levels of administrative responsibility, may serve as a member of a Divisional committee or council (with the exception of membership in the Divisional Assembly), or as a Senate representative of the Merced Division to any taskforce, committee, or agency (except in a non-voting, ex officio capacity as provided in these Bylaws).

Members additionally discussed and considered changes to CRE Bylaws, specifically the following questions in relation to section II.III.6.B.6 (full section below):

1. Should an additional bullet be added explaining the procedure if CRE issues a ruling and the committee challenges the ruling?
2. Does section III. 6. B imply the ruling is reviewed by the entire Division or the Division Council?
3. What triggers a petition to review the ruling and what is the appropriate response?

II. III.6.B.6

6. Issues, upon a formal request from a member of the Division, legislative rulings interpreting the Code of the Merced Division of the Academic Senate.

- a. Such rulings will remain in effect until modified by legislative or Regental action.*

- b. *Such rulings are subject to review by the Division, either when the report is created or by petition signed by twenty-five voting members of the Division. The final date for filing such petition is 10 days after the minutes of the Division reporting the decision are placed in the mail.*
- c. *If the Division disapproves the report of the Committee, the Committee must at once draft legislation that expresses the intent of the Division.*
- d. *Rulings of the committee in these matters must be published in the Call for the first regular Division next meeting following the committee's decision. All rulings of the Committee on Rules and Elections not superseded by legislative or Regental action will appear in an appendix of the Divisional Manual.*

CRE request discussion of the exclusion of ORU/MRU Directors and the issuance of legislative rulings interpreting the Code of the Merced Division of the Academic Senate questions be added to a future DivCo agenda.

Cc: Committee on Rules and Elections
Division Council
Senate Office

confirmation by the Division at the regular spring meeting of the Division. Unless objection is made and an election called for by a majority vote of those present, the appointments shall stand.

B. Unless these Bylaws specify otherwise, the Committee on Committees appoints all committees and councils of the Division and designates their Chairs and Vice Chairs, members of special committees as the Division may direct, nominees for appointment to administrative committees when called upon by the Chancellor, and members of the Merced Division to serve on the standing committees of the University Academic Senate. All appointments by the Committee on Committees will be reported to the Divisional Council and to the Division.

C. No member of the Division holding an administrative title of Chancellor, Vice Chancellor, Provost, Vice Provost, Dean, Associate Dean, Director of an ORU or MRU, or titles with equivalent levels of administrative responsibility, may serve as a member of a Divisional committee or council (with the exception of membership in the Divisional Assembly), or as a Senate representative of the Merced Division to any taskforce, committee, or agency (except in a non-voting, *ex officio* capacity as provided in these Bylaws). Chairs of academic departments or programs, or persons with titles with equivalent levels of administrative responsibility, may serve on Divisional committees or councils, or as a representative of the Merced Division, with the exception of membership on the Committee on Academic Personnel and the Committee on Privilege and Tenure. (En 21 May 09)

2. Term

A. Committees are appointed annually to serve for a term of one year, beginning with the first day of the Fall semester, unless otherwise specified. To assist committees with continuity of expertise, reappointment of individuals for a second year will be given strong consideration by the Committee on Committees.

B. The Vice Chair of each committee will normally succeed to the position of Chair in the following year. The Committee on Committees will normally appoint a new Vice Chair for each committee each year.

Title II. GENERAL FUNCTIONS AND RESPONSIBILITIES; COMPOSITION

1. Classification of Committees (Am 12 Dec 08)

Standing Committees of the Merced Division of the Academic Senate form two categories:

A. Committees on Faculty and Senate Affairs, without student members;

B. Committees on Educational Affairs, with student members.

2. General Functions and Responsibilities (Am 12 Dec 08)

A. Committees may conduct studies and make recommendations as they deem appropriate, consistent with their charge.

B. Members of the Division have the right to be heard by appropriate Divisional Committees.

8. As needed reviews, evaluates and proposes revisions to institutional policies and procedures as they relate to faculty welfare, academic freedom, equality and diversity.
6. Rules and Elections
 - A. Membership: This Committee consists of at least three members who may be members of any Division of the Academic Senate. The Secretary of the Division will serve as chair of this committee.
 - B. Duties
 1. Prepares and reports for action by the Divisional Assembly such changes and additions to the Bylaws and Regulations as it may deem advisable; submits to any Faculty of the Merced Division such changes and additions to their Bylaws and Regulations as it may deem advisable. The committee is authorized to make editorial and conforming non-substantive changes in Bylaws and Regulations with regard to numbering, headings, cross-references, organizational titles, details of style, and similar items. It will report such changes to the organization directly concerned.
 2. Reviews all changes in Bylaws and Regulations submitted to the Divisional Assembly or to a Faculty of the Merced Division by other committees or by individuals to verify and ensure conformity of such proposed legislation with the format and content of the Code of the Academic Senate. The committee or individual responsible for legislation found that is not compatible with the Code of the Academic Senate will be informed of the section(s) of the Code with which the proposed legislation is in conflict.
 3. Edits and publishes, at intervals as it may deem expedient, the Manual of the Academic Senate, Merced Division.
 4. Advises the Chair of the Division as to whether proposed legislation is solely of Divisional concern.
 5. Advises the Division, its officers, committees, faculties, and members in all matters of organization, jurisdiction and interpretation of legislation of the Academic Senate and its agencies.
 6. Issues, upon a formal request from a member of the Division, legislative rulings interpreting the Code of the Merced Division of the Academic Senate.
 - a. Such rulings will remain in effect until modified by legislative or Regental action.
 - b. Such rulings are subject to review by the Division, either when the report is created or by petition signed by twenty-five voting members of the Division. The final date for filing such petition is 10 days after the minutes of the Division reporting the decision are placed in the mail.
 - c. If the Division disapproves the report of the Committee, the Committee must at once draft legislation that expresses the intent of the Division.

- d. Rulings of the committee in these matters must be published in the Call for the first regular Division next meeting following the committee's decision. All rulings of the Committee on Rules and Elections not superseded by legislative or Regental action will appear in an appendix of the Divisional Manual.
 7. Advises the Registrar regarding disposition of his or her responsibilities in administering the Regulations of the Academic Senate and its agencies.
 8. Supervises all elections of the Division in accordance with rules determined by the Merced Division. The committee also oversees voting on propositions submitted to the Merced Division by ballot.
7. Research
- A. Membership: This Committee consists of at least five members of the Merced Division. . The Vice Chancellor of Research serves as *ex officio*.
 - B. Duties
 1. Makes recommendations to the Division on the award of prizes to faculty for research.
 2. Advises the Committee on Academic Planning and Resource Allocation, the Division, and the Chancellor on planning, management, and budgetary issues related to research, and library needs.
 3. Formulates a Senate position on all matters pertaining to research in the Division and acts for the Division in oversight of the Office of Research; makes recommendations to the Chancellor concerning applications by members of the Division for research grants and for travel expenses to attend meetings of learned societies; advises the Chancellor or Chancellor's designee in matters relating to research policy; and determines policy pertaining to research funds allocated to the Committee..
 4. Represents the Division in all matters relating to the review of Organized and Centralized Research Units, centers and institutes, including proposals for and reviews of such units.
 5. Acts for the Division in all matters of Library policy and administration, and advises the Chancellor or Chancellor's designee and the Division accordingly.
 6. Acts for the Division in all matter of Research Safety policy and administration, and advises the Chancellor or Chancellor's designee and the Division accordingly.

Title IV. STANDING COMMITTEES ON EDUCATIONAL AFFAIRS: THEIR POWERS AND DUTIES

These committees include Senate and student members. Student members are appointed, and will serve, in accordance with provisions of Bylaw Part II. Title II.3.B.2.

1. Academic Planning and Resource Allocation

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OFFICE OF THE ACADEMIC SENATE
COMMITTEE ON RULES & ELECTIONS (CRE)
PETER VANDERSCHRAAF, CHAIR

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-7954; fax (209) 228-7955

March 16, 2015

To: Jian-Qiao Sun, Chair, Division Council

From: Peter Vanderschraaf, Chair, Committee on Rules and Elections (CRE)

Re: Establishment of New Standing Committees

At the February 6, 2015 Committee on Rules and Elections meeting, members discussed the proposed split of the Faculty Welfare, Diversity and Academic Freedom (FWDAF) committee into two standing committees and the creation of a Committee on Library and Scholarly Communication (COLASC).

CRE approved the proposed Bylaws for the following:

1. The split of the Faculty Welfare Diversity and Academic Freedom Committee into the Committee on Faculty Welfare and Academic Freedom (FWAF) and the Committee for Diversity and Equity (D & E). CRE additionally suggest adding an Emeritus Faculty member to the FWAF committee membership now or in the future.
2. The creation of the Committee on Library and Scholarly Communication (COLASC).

CRE request a full Senate review of the above new standing committees and the placement of potential Bylaw changes associated with the creation of the committees on the Spring Meeting of the Division agenda.

Cc: Committee on Rules and Elections
Division Council
Senate Office

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COMMITTEE ON RESEARCH
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January 26, 2015

To: Peter Vanderschraaf, Chair, Committee on Rules and Elections

From: David C. Noelle, Chair, Committee on Research (COR) *David C. Noelle*

Re: Request for Review of Proposed Bylaws

In AY 13-14, the Senate-Administration Library Working Group recommended the empaneling of a standing Senate committee on library and scholarly communications, similar to what exists on other UC campuses. The proposed committee received broad Senate support, however, Division Council postponed a vote until this academic year.

At the November 5, 2014 Division Council meeting, a vote on the establishment of the proposed committee was tabled as Division Council requested that COR address the resource and staffing issues that forming a new, standing Senate committee entails. COR responded with a memo on November 24, 2014, reiterating the need and timeliness of a dedicated library and scholarly communication committee and assuaging the resources and staffing concerns. Division Council then requested that COR submit a set of proposed bylaws.

On January 16, 2015, COR submitted the requested bylaws to Division Council for consideration at its January 21 meeting. In that meeting, COR was requested to forward the proposed bylaws to the Committee on Rules and Elections (CRE) for the appropriate review.

With this memo, COR respectfully requests that CRE review the proposed bylaws of a potential standing, Senate committee on library and scholarly communication.

Enclosures: Senate-Administration Library Working Group January 8, 2014
COR memo November 24, 2014
COR memo January 16, 2015

cc: COR Members
Division Council
Senate Office

Academic Senate-Administration Library Working Group Final Report

The Academic Senate-Administration Library Working Group (LWG) met three times during the 2013 Fall Semester to address the items in its charge. In addition, the LWG solicited comments from stakeholders from the faculty, student body, and administration.

The LWG reached consensus on two matters. First, the library is an academic unit and the library budget needs to grow significantly in order to reflect past growth at UC Merced and to keep pace with continued growth. The current budget is not adequate to meet the diverse requirements for print and digital information and scholarly communication at a research university, nor to address inflation in scholarly information costs. Second, the LWG strongly supports the creation of a permanent Library and Scholarly Information Advisory Committee with a membership and charge akin to such committees at other UC campuses (see Appendix A). The Library and Scholarly Information Advisory Committee should be charged with addressing the major library issues and potential directions that the LWG surfaced, which include:

Budget

- How, and how much, to grow the library budget and staff to support all areas of activity as the campus adds faculty, students, and new programs.
- Potential budget impacts of open-access publishing, cost inflation of scholarly information, and changing models for acquiring and accessing information.

Space and Infrastructure

- Library public spaces are being used at maximum capacity.
- Space for printed books. There is sufficient stack space to get to 2020, but space needs for 2030 and beyond are uncertain.
- There is not enough space for physical non-book materials to get to 2020, such as manuscripts, university archives, art work, and realia.
- There is a need for digital labs and workspaces, staff and network/hardware infrastructure for digital collaboration and for activities such as data curation. Campus core facilities with missions synergistic to the library (e.g. digital humanities, spatial analysis) could be located in the library.
- Possible solutions include (re)claiming space in Kolligian Library Building or creating library common spaces in new buildings.

Non-Commodity Information

- Non-commodity information is any campus-generated information (physical or digital) for which the campus or individual researchers retain or are granted usage rights.
- Assist researchers in handling non-commodity content through the entire lifecycle of collection, digitization, design, analysis, sharing, discovery, and archiving.

- Management of digital and physical non-commodity information produced as the result of research, instruction, or campus initiatives to digitize and/or preserve non-university information.

Educational Role

- Develop research-ready students (undergraduate and graduate) who have the skills to discover, access, evaluate, and apply information throughout their scholarly, professional, civic, and personal lives.
- Identify and acquire core print and digital collections that are adequate and systematic in coverage and appropriate to student learning and research in all disciplines and at all levels from general education through Ph.D.
- Respond to newly enhanced WASC requirements for information-literacy outcomes and provide in-person and online information-literacy instruction.
- Provide library support for online courses as they emerge.

Research Role

- Support campus research by developing mechanisms to identify collection needs and by providing access to adequate and comprehensive print and digital resources appropriate to all disciplines at the university, as well as aiding in managing the non-commodity information (data, print, other formats) produced by university researchers.
- The growth of the library staff should reflect the expertise needed to support faculty and student research and publication in all forms and disciplines.
- The library itself could be studied by researchers interested in organizational management, economics, educational outcomes, etc.
- The library should be a partner in research projects that would benefit from librarian input and expertise.

Library and Scholarly Communication Advisory Committee

We propose the establishment of a Senate standing committee, the Library and Scholarly Communication Advisory Committee (LSCAC). We believe that a free-standing LSCAC will best meet the needs of the campus, since the issues that such a committee will address are unique to this domain, and since the ex officio membership of this committee will not overlap with that of other standing committees. However, if it proves difficult to staff a free-standing LSCAC, we note that it would be feasible to make the LSCAC charge a part of the Committee on Research charge (as at UC Irvine, see Appendix A), presumably with the LSCAC a semi-autonomous subcommittee of CoR. We note further that LSCAC will generally need to meet only once or twice per semester.

The LSCAC will, of course, aid the library by serving as a two-way conduit for mutual exchanges of information and ideas between the library and its stakeholders. In keeping with such committees on other UC campuses, the committee will advise the Chancellor regarding administration of the Library, and, in accordance with the

Standing Orders of the Regents, advise the University Librarian regarding acquisition, storage and provision of library holdings; and to perform such other duties relative to the Library as may be committed to the Senate by proper authority. The committee will participate with the University Librarian in matters relating to the library budget, the formulation of library policies, the allocation of space, and the apportionment of funds; and will prepare and submit to the Division an annual report on financial problems, allocation of space, facilities for research, and any other matters within its jurisdiction. The LSCAC will also advise the library on matters of importance to the university community, and will liaise with the CIO on matters related to research computing. Finally, the LSCAC will study and report on issues of scholarly communication, including technology, publishing, teaching, archiving, and copyright. The LSCAC promotes education and advocacy for matters concerning the library and scholarly communication.

The proposed membership of the LSCAC is as follows:

- Faculty member representing the Academic Senate Committee on Research
- Faculty member representing School of Social Sciences, Humanities, and Arts
- Faculty member representing School of Natural Sciences
- Faculty member representing School of Engineering
- Librarian representing the Librarians Association of the University of California—Merced Division
- University Librarian (ex officio)
- Vice Chancellor for Research (ex officio)
- Chief Information Officer (ex officio)
- Representative of the Graduate Student Association
- Representative of the Associated Students of the University of California, Merced
- Vice Provost and Dean of Undergraduate Education (ex officio)

APPENDIX A

University of California Library Advisory Structures

UC Berkeley

Library Committee

Membership:

This Committee has two student members (one graduate, one undergraduate); number of Senate members not specified. 2013-2014 Library Committee has 11 faculty members plus University Librarian "by invitation."

Charge:

- Advises the Chancellor regarding administration of the Library; and
- Performs such other duties relative to the Library as may be committed to the Division.

<http://academic-senate.berkeley.edu/committees/libr>

UC Davis

Library Committee

Membership:

This committee shall consist of at least ten members, including the following: one undergraduate student representative; one graduate student representative; one representative appointed by the Davis Academic Federation; the chair of the library committee of each college or school having a library committee on the Davis campus; a faculty member from each college or school on the Davis campus that does not have a library committee but does have a committee with responsibility for library matters; and the University Librarian of the Davis campus ex-officio. (Am. 3/16/92; 10/20/97)

Charge:

It shall be the duty of this committee to advise the Chief Campus Officer regarding the administration of the Library on the Davis campus, in accordance with the Standing Orders of the Regents, to advise the University Librarian regarding removal and storage of library holdings, and to perform such other duties relative to the Library as may be committed to the Senate by proper authority. The committee shall report at least once a year to the Representative Assembly. (Am. 6/10/93; effective 1/1/94)

<http://academicsenate.ucdavis.edu/committees/committee-list/library.cfm>

UC Irvine

Council on Research Computing and Libraries

Membership:

The Council on Research, Computing, and Libraries shall consist of at least one member

from each Faculty and no more than one member from any academic department. To balance the responsibilities of service among the members, each of the following Faculties shall have the following number of members:

- 1) Biological Sciences (2 members), Health Sciences (2 members);
- 2) Physical Sciences (2 members), Engineering (2 members), ICS (1 member);
- 3) The Arts (1 member), Humanities (2 members); Education (1 member); and
- 4) Social Sciences (2 members), Social Ecology (1 member), Business (1 member), Law (1 member).

The Vice Chancellor for Research, the Associate Vice Chancellor of Information Technology, and the University Librarian shall be ex officio non-voting members.

Charge:

- (1) Consider issues pertaining to fostering research.
- (2) Advise the Chancellor and represent the Division on matters relating to research policy and administration and academic resources, including information technology, telecommunications, and library policies and administration on the Irvine campus.
- (3) Administer general campus funds for faculty research and review and evaluate University-recognized research programs and units.
- (4) Advise the Vice Chancellor for Research on campus nominees or applicants for research awards from foundations and other granting agencies which restrict the number of proposals submitted.
- (5) Represent the Division on the University Committee on Research Policy, the University Committee on Library & Scholarly Communication, and the University Committee on Computing & Communications
- (6) A designated library representative shall be responsible for maintaining Council liaison with the University Librarian, and with any library committees that may exist in any of the Faculties.

Activities of CORCL should take into consideration the university's mission to promote diversity.

<http://www.senate.uci.edu/Councils/CORCL/index.asp>

UCLA

Committee on Library and Scholarly Communication

Membership:

Nine voting faculty appointed by the Committee on Committees and confirmed by the Legislative Assembly for up to 3 years,
The UCLA University Librarian, ex-officio,
Two student representatives, 1 undergraduate and 1 graduate appointed by their respective student government.

Charge:

The Committee on Library and Scholarly Communication (COLASC) takes, as its principal obligation, to reflect and articulate the views of UCLA faculty members concerning the role

of the University Library in the acquisition, storage, and provision of scholarly materials.

COLASC advises the Chancellor concerning the administration of the Library and scholarly communication. The Committee represents the Division and the faculty in all matters of library policy and advises the Library administration accordingly. COLASC meets twice per quarter

Interactions with Administration:

Primary interactions are with the University Librarian.

<http://www.senate.ucla.edu/committees/library/>

UC Riverside

Library & Scholarly Communication

Membership:

This committee consists of seven members of the Division, including the University librarian of the Riverside campus, ex officio. The Chair normally also serves on the University Library Committee.

Charge:

It is the duty of this committee to:

- (1) Advise the President and the Chancellor regarding the administration of the library and matters concerning scholarly communication at Riverside in accordance with the Standing Orders of the Regents and perform such other duties relative to the library as may be referred by proper authority;
- (2) Participate with the librarian in matters relating to the library budget, the formulation of library policies, the allocation of space, and the apportionment of funds;
- (3) Provide liaison between the Faculty and the library administration in all matters of library policy;
- (4) Prepare and submit to the Division an annual report on financial problems, allocation of space, facilities for research, and any other matters within its jurisdiction;
- (5) Participate in an advisory capacity in the appointment of the librarian.

<http://senate.ucr.edu/committee/?do=info&id=15>

UC San Diego

Library

Membership:

This committee shall consist of seven ordinary members of the Division, including ex officio the University Librarian at San Diego, who shall not become chair. It shall also have one representative of the Librarians Association of University of California, one undergraduate student representative, and one graduate student representative, who shall not have the right to vote. One member shall also serve on the University Library Committee.

Charge:

The Library Committee shall have the following duties:

- (1) It shall advise the President of the University and the Chancellor at San Diego regarding the administration of the Library at San Diego [see 105.2(f) of the Standing Orders of The Regents]. Such advice shall include recommendations concerning the Library budget, the formulation of Library policies, the allocation of space, and the apportionment of funds.
- (2) It shall perform such other duties relative to the Library at San Diego as may be committed to the Division by proper authority.
- (3) It shall provide liaison between the faculty and the Library administration in all matters of Library policy.
- (4) It shall prepare and submit to the Division an annual report on financial problems, allocation of space, facilities for research in campus libraries, and any other matters within its jurisdiction.
- (5) It shall participate in an advisory capacity to the Chancellor at San Diego and the President of the University preliminary to the appointment of the University Librarian.

<http://senate.ucsd.edu/committees/library.htm>

UC San Francisco

Library & Scholarly Communication

Membership:

This Committee shall consist of ten members, including the University Librarian of the San Francisco Division, a representative of the Librarians Association of the University of California - San Francisco Division (LAUC-SF), and one representative from either the UCSF Graduate Student Association or Associated Students of the University of California, San Francisco as ex officio members. The student representative groups shall in alternate years provide representatives (in odd years – GSA, in even years – ASUCSF), with each group serving to coordinate and communicate matters of importance relative to the Library on behalf of both groups. In the event that the Student Associations are unable to alternate representation, they shall determine amongst themselves which organization will send representation.

Charge:

- (1) To advise the President and the Chancellor regarding the administration of the library at San Francisco, in accordance with the Standing Orders of The Regents, and perform such duties relative to the Libraries at San Francisco as may be assigned to the Division by proper authority.
- (2) To provide liaison between Faculty and Library Administration on all matters of library policy.
- (3) To participate with the University Librarian on matters relating to library budget formulation policy and the allocation of space and apportionment of funds.
- (4) To prepare and submit to the San Francisco Division an annual report on financial problems, allocation of space, facilities for Library research and any other matters within its jurisdiction.

http://senate.ucsf.edu/committee/index.php?committee_id=10

UC Santa Barbara

Committee on Library, Information, & Instructional Resources

(The Committee on Library, Information, & Instructional Resources functions as a subcommittee of the Council on Research and Instructional Resources.)

Membership:

Committee on Library, Information & Instructional Resources consisting of a Chair and five (5) Council members. The University Librarian and Associate Vice Chancellor of Academic Programs serve ex-officio;

Charge:

Acts for the Division in all matters of Library policy and administration and advises the Chancellor and the Division accordingly; reviews and makes recommendations concerning the print, electronic, space and growth needs of the Library; participates in administrative reviews of the Library and formulates recommendations to the Chancellor, the Division and the Council on Planning and Budget as appropriate.

<https://senate.ucsb.edu/~councils.and.committees/index.cfm?V=F996622685347CB78BE C86C39837969D>

UC Santa Cruz

Committee on the Library and Scholarly Communication

Membership:

There are five Santa Cruz Division members, plus the University Librarian at Santa Cruz serving ex officio. In addition, there are no more than two student representatives. The Chair and Chair-elect of the UCSC Librarians Association are invited to sit with the Committee. The University Librarian does not serve as Chair.

Charge:

- 1) The Committee advises the President of the University and the Chancellor at Santa Cruz regarding the administration of the libraries at Santa Cruz, in accordance with the Standing Orders of the Regents. It consults with campus and library administration on local and Universitywide library and scholarly communication policies. Scholarly communication refers to the modalities by which research and creative work are made public, as described in 13.23.4. Whenever appropriate, the Committee joins the library administration in providing representation at Universitywide discussions of library policy. It assists the library administration in determining acquisition and management policies for collections, considering changing patterns of faculty and student use of the library, and the varied needs of the different disciplines.
- 2) In consultation with the University Librarian, the Committee advises the Chancellor

and the Committee on Planning and Budget on the library budget, apportionment of funds, allocation of space, and other matters concerning the library. Advises and consults with the Chancellor on administrative reviews of the library.

- 3) The Committee studies and reports on issues of scholarly communication, including technology, publishing, teaching, archiving, and copyright. The Committee promotes education and advocacy for matters concerning the library and scholarly communication.

<http://senate.ucsc.edu/committees/colasc-committee-on-library-and-scholarly-communication/index.html>

California Digital Library

Systemwide Library and Scholarly Information Committee

The Systemwide Library and Scholarly Information Committee was established to advise the University on systemwide library policies and strategic priorities, on systemwide long term planning for the UC libraries including the ten campus libraries and the California Digital Library (CDL), and on strategies to enhance and facilitate the transmission of scholarly and scientific communication in a digital environment.

SLASIAC Membership and Charge:

http://libraries.universityofcalifornia.edu/groups/files/slasiac/docs/SLASIAC_charge_revised_final_111411.pdf

<http://libraries.universityofcalifornia.edu/slasiac>

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January 16, 2015

To: Jian-Qiao Sun, Chair, Division Council

From: David C. Noelle, Chair, Committee on Research (COR)

A handwritten signature in cursive script that reads "David C. Noelle".

Re: Proposed Bylaw Modifications for a Senate Committee on Library & Scholarly Communication

COR's memo to Division Council of November 24, 2014 (attached) encouraged the prompt creation of a standing committee on Library and Scholarly Communication. In response, Division Council requested that COR draft a formal proposal for the establishment of such a standing committee, addressing the committee's proposed charge and membership, as well as resource issues surrounding the staffing of the new committee. Such a proposal has been generated, taking the form of an itemized list of changes to the UCM Bylaws that would be necessary and appropriate for the establishment of a Committee on Library and Scholarly Communication (attached).

Specifications of standing committees in the UCM Bylaws do not regularly specify constraints on the number of meetings held by the committees during a given academic year, so no such requirements have been included in this proposal. It is worth noting, however, that COR does not expect this committee to meet more than about once per semester. This is consistent with the recommendation of the Academic Senate-Administration Library Working Group (LWG), as made in their Spring 2014 report (attached).

Also note that the membership of the proposed committee draws on expertise from existing standing committees, allowing input from the perspective of resource allocation, support for research, support for graduate education, and support for undergraduate education. This design of the membership is intended to minimize the need for additional recruitment of faculty to provide service to the Division.

cc: COR members
Division Council members
Senate Office

Modifications to the UCM Bylaws Proposed to Introduce a UCM Division Committee On Library And Scholarly Communication (COLASC)

- **Add this committee to the list of Committees on Educational Affairs:**

Part II; Title II; 3; B; 1; d: Library and Scholarly Communication

- **Modify correspondence to Assembly committees:**

Part II; Title II; 4; A: Academic Personnel, Committees, Library and Scholarly Communication, and Privilege and Tenure correspond to the Assembly committees of the same names.

Part II; Title II; 4; G: Research corresponds to the Assembly committee on Research Policy.

- **Remove library responsibilities from charge of Committee on Research:**

Remove Part II; Title III; 7; B; 5.

- **Add COLASC Description:**

Add Part II; Title IV; 4.

4 Library And Scholarly Communication

A Membership: This committee consists of at least four members of the Merced Division and two student members. Representation includes four individuals who are contemporarily members of the Committee on Research, Committee on Academic Planning and Resource Allocation, Graduate Council, and Undergraduate Council, respectively. The committee also includes one graduate student member and one undergraduate student member. The University Librarian and the Chief Information Officer serve as *ex officio*.

B Duties

- 1** Advises the Chancellor or Chancellor's designee and the Division regarding the administration of the University Library, in accordance with the Standing Orders of The Regents.
- 2** Makes recommendations to the Division on matters concerning the role of the University Library in the acquisition, storage, and provision of scholarly materials, as well as other resources for scholarly communication. These matters include, but are not

restricted to, the formulation of University Library policies, the management of the University Library, the University Library budget, the apportionment of related funds, and the allocation of associated space.

- 3 Maintains liaison with the administration of the University Library on behalf of the Division.
- 4 Prepares and submits to the Division an annual report on the status of the University Library, as well as related resources for scholarly communication.

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November 24, 2014

To: Jian-Qiao Sun, Chair, Division Council

From: David C. Noelle, Chair, Committee on Research (COR)

A handwritten signature in cursive script that reads "David C. Noelle".

Re: Establishment of Standing Senate Committee on Library & Scholarly Communications

It is the understanding of the Committee on Research (COR) that Divisional Council is continuing to deliberate concerning the establishment of a UCM Academic Senate Library and Scholarly Communications Advisory Committee (LSCAC), as recommended by last year's ad hoc Senate-Administration Library Working Group. It is our understanding that this matter was tabled at the November 5, 2014, meeting of the Divisional Council, pending further consideration. When the establishment of LSCAC was proposed last year, it was broadly supported by UCM Academic Senate committees. Given this support, COR reiterates its strongest recommendation that this new committee be promptly established.

The monitoring of library issues is currently one of COR's charges. It is clear, however, that supporting research activities is only one part of the library's mission. Issues involving both undergraduate and graduate education, as well as the intelligent allocation of limited campus resources (including space), should also influence the guidance provided by the Academic Senate to the Administration concerning the campus library. Also note that key members of the Administration associated with library issues do not sit as ex officio members of COR.

This is a difficult and transitional time for the UCM Library. It is currently battling increasing costs with limited resources. These battles are being fought over both physical and electronic resources. For example, access to electronic books from Cambridge University Press and Oxford University Press has recently been curtailed due to increases in Short Term Loan fees charged by these and other major publishers. A continued reduction in available library materials and services while the number of faculty

and students grows rapidly to meet the goals of the 2020 Project will surely limit the quality of the research and educational programs delivered by the campus. The challenge is to enable the library to keep pace with our rapid growth, given our resource constraints. This challenge is arising just as a new permanent University Librarian is being recruited. It is clear that this is the time when input from the Academic Senate is most needed.

COR recognizes that the establishment of LSCAC introduces some resource issues for the Academic Senate, but these issues should not be overstated. The ad hoc Senate-Administration Library Working Group suggested that LSCAC meet only once or twice per semester. Thus, faculty commitment to this committee might involve as few as two meetings per year. The needed staff support would be similarly low, and the current COR Analyst, Simrin Takhar, has expressed eagerness to support a newly formed LSCAC. COR holds that the benefits of appropriate library guidance from the Academic Senate, representing research, educational, and resource management concerns, is well worth these meager resource needs, particularly at this time of transition in UCM Library leadership.

COR appreciates this opportunity to communicate the importance of this issue.

cc: COR members
Division Council members
Senate Office

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COMMITTEE ON FACULTY WELFARE, DIVERSITY & ACADEMIC FREEDOM
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December 17, 2014

To: Jian-Qiao Sun, Chair, Division Council

From: Rudy Ortiz, Chair, Committee on Faculty Welfare, Diversity, and Academic Freedom (FWDAF)

A handwritten signature in black ink, appearing to read "Rudy Ortiz", is placed below the "From:" line.

Re: Draft Charge for Proposed New Committees

Per Division Council's request following its vote to approve the split of the Committee on Faculty Welfare, Diversity, and Academic Freedom (FWDAF), we would like to propose the following charge and membership for the two, proposed new committees:

Committee on Faculty Welfare and Academic Freedom (FWAF)

Membership:

- This Committee is composed of 4 members of the Merced Division, with at least one faculty member per school. The Vice Provost for Faculty serves as *ex officio*. At least two of the four should be senior faculty to better serve the interests of the faculty at the systemwide level.

Duties:

- The committee Chair or a designee (preferably committee member) serves as the Division Representative to the Systemwide Committee on Faculty Welfare.
- One committee member serves as the Division Representative to the Systemwide University Committee on Academic Freedom.
- Reviews and discusses in a timely fashion matters concerned with the welfare of the Faculty including, but not limited to, salaries, benefits, insurance, retirement, housing, and conditions of employment.
- Advises the Faculty on proposed changes or improvements. Initiates appropriate studies and reports on faculty welfare and potential violations of ethics and/or academic conduct.
- Reviews and makes recommendations with respect to any University-related issues that may affect the academic freedom of the University Community. It is understood that academic

freedom includes, but is not limited to, free inquiry and exchange of ideas, the rights to present material relevant to a course of instruction, to publish or disseminate controversial material or information and to perform research in academic areas. It is understood that academic freedom is to be conjoined with academic responsibility in accordance with APM 010.

- As needed, reviews, evaluates and proposes revisions to institutional policies and procedures as they relate to faculty welfare and academic freedom.

Committee for Diversity and Equity (D&E)

Membership:

- This Committee is composed of 3 members of the Merced Division, preferably one faculty member from each school. The Vice Provost for Faculty serves as *ex officio*.

Duties:

- The committee Chair or a designee serves as the Division Representative to the Systemwide University Committee on Affirmative Action and Diversity.
- Initiates appropriate studies and reports on campus diversity and equity.
- Acts for the Division in all matters of equality and diversity in general and in particular in reference to underrepresented faculty populations.
- As needed reviews, evaluates and proposes revisions to institutional policies and procedures as they relate to equality and diversity.
- Reports to the Division on recruitment, promotion, and retention of faculty from underrepresented groups. The Committee provides advice to the Academic Senate on issues relating to diversity and equal opportunity in the University community.
- Reviews information on diversity and equity provided by campus and systemwide administrations and advises the Division and the administration accordingly.

In the interest of continuity, we propose that current FWDAF analyst Simrin Takhar support the two new committees. In addition, we request a stipend of \$11,000 for both committee chairs to match the compensation of the current Senate committee chairs and in recognition of the workload at the systemwide level.

Thank you for your consideration of our proposal and we look forward to working with you to produce the most impactful format to ensure that UCM's interests with respect to faculty welfare, diversity, and academic freedom are being properly represented.

cc: FWDAF members
DivCo members
Senate office