

**DIVISIONAL COUNCIL
MERCED DIVISION OF THE ACADEMIC SENATE
ANNUAL REPORT 2018-19**

The Divisional Council (DivCo) held a total of 17 meetings with respect to its duties as outlined in the Merced Division Bylaw I.IV.3. Over the course of the year, committee guests included the following:

- Chancellor Leland,
- Provost/EVC Camfield
- Maria DePrano, Chair, Library and Scholarly Communications Committee
- Catherine Keske, Chair, School of Engineering Executive Committee
- Erik Menke, Chair, School of Natural Sciences Executive Committee
- Jeffery Gilger, Chair, SSHA Executive Committee
- Paul Maglio, Director, Division of Management and Information, School of Engineering
- Karin Groth, Director, Transportation and Parking Services
- Eric Walle, Faculty Representative, TAPS Advisory Committee
- Maggie Saunders, Executive Director, Space Planning and Analysis
- Haipeng Li, University Librarian
- Elizabeth Whitt, Vice Provost and Dean for Undergraduate Education
- Valerie Leppert, Faculty Chair, General Education Program
- Sam Traina, Vice Chancellor for Research and Economic Development (ORED)
- Deborah Motton, Associate Vice Chancellor, ORED
- Jonathan Grady, Associate Vice Chancellor, Students Affairs
- Bavneet Kaur, Basic Needs Coordinator, Student Affairs
- Becky Gubser, Assistant Vice Provost for Academic Personnel
- Andy Boyd, Executive Director, Center for Institutional Effectiveness
- Gary Lowe, Director, Institutional Research and Decision Support
- Roger Bales, Professor
- Stefano Carpin, Chair, Computer Science and Engineering
- Marcelo Kallmann, Chair, Electrical Engineering and Computer Science Graduate Group

Many of DivCo's agenda items were delegated for preliminary review by the appropriate Senate Committees, followed by full Divisional Council review. The issues that DivCo considered this year are described briefly below.

Membership of the Library and Scholarly Communications Committee

At intervals throughout the year, Divisional Council advised the Committee for Library and Scholarly Communications (LASC) on its efforts to reshape its membership to include at-large representatives from the schools. Ultimately, at its April 15, 2019 meeting, Divisional Council endorsed for campus review in fall 2019 revisions to LASC bylaw. If approved by the Division, the new bylaw will transition the membership from one composed of representatives from four standing committees (Undergraduate Council, Graduate Council, CAPRA, and the Committee on Research) to one in which five members, including the chair, are appointed from the Division at large by the Committee on Committees. This recommendation addresses LASC's desire to add at-large representatives to the committee while minimizing demand for additional Senate service.

Instructional Workload for the Lecturer with (Potential) Security of Employment (LP/SOE) Series

At request of the Committee on Faculty Welfare and Academic Freedom, Divisional Council took up the issue of ensuring equitable and fair teaching loads for faculty in the Lecturer with (Potential) Security of Employment (LP/SOE) series. Data from across the campus suggest that LP/SOE teaching workloads vary among departments, with some LP/SOEs carrying instructional loads equivalent to Unit 18 lecturers. This raises an equity question as well as one of success, particularly given the requirements for service and research outlined in newly revised APM-285. Following consultation with the administration and discussion with the chairs of the school executive committees, Divisional Council recommended to the EVC/Provost and the Interim Vice Provost for the Faculty, that administrative policy be developed to address the revisions to APM-285, that this policy provide clear guidance on instructional workload for the L(P)SOE series, and that this workload fall between that required of Unit-18 faculty and of the ladder rank series. Divisional Council also recommended the administration request departments develop (or provide) the following: a comprehensive workload policy that reflects the expectations of the different faculty within their department (i.e., ladder rank, L(P)SOE, Unit-18) that is normed to institutional standards with respect to teaching, research, and service expectations; tenure and promotion guidelines for the L(P)SOE series, which reflect the workload policy, for use by the department and the Committee on Academic Personnel; and clear guidelines on the expectations for a L(P)SOE within a department that can be articulated in the offer letters provided to candidates.

School Executive Committee Chair Participation on Divisional Council

At the request of a school executive committee chair, Divisional Council deliberated the question of adding school executive committee chairs to the membership of Divisional Council. Discussion focused on various models for inclusion as well as the need to have a clear set of principles to undergird any decision to expand the committee (or pilot the expansion of the committee), with the latter being particularly important in light of the long term implications for Divisional Council's size and efficacy. To better facilitate information flow from the schools to Divisional Council, Divisional Council ultimately decided to pilot, during the spring 2019 semester, inviting school chairs to propose agenda items for discussion by Divisional Council. Following the establishment of this protocol, a single agenda item was requested by a school chair over the course of seven Divisional Council meetings. The item resulted in a memo from Divisional Council to the EVC/Provost. The efficacy of this approach to strengthening ties with schools is still to be evaluated.

Non-Senate Faculty Representation on Senate Committees

During the 2018-19 academic year, the Academic Senate received requests from the Equity and Inclusion in Governance Committee and, separately, the Library Association of the University of California – Merced (LAUC-M) to include Unit 18 faculty and librarians respectively on relevant Senate committees.

To address the concerns of Unit 18 faculty, Divisional Council concluded non-Senate faculty involvement in governance would need to be advanced at both departmental and Academic Senate levels. Regarding the former, in consultation with the administration, Divisional Council recommended the formation and membership of a work group to develop best practices for non-Senate faculty involvement in governance at the departmental level. Regarding the latter, Divisional Council developed a set of principles to guide the involvement of Unit-18 Lecturing Faculty on Senate Committees. At the start of the fall 2019 semester, committees will received a copy of the principles, with a request to consider the inclusion of a Unit 18 Lecturing Faculty in meetings as appropriate to the committee's charge.

In response to the LAUC-M request, Divisional Council concluded committees will be invited to discuss the merits of adding LAUC-M representatives to respective committees, as guests or consultants. A

memo to this effect has been developed and approved by Divisional Council for distribution at the start of the fall 2019 semester.

Divisional Council took the following actions on the following items:

- Recommended to the Co-Chairs of the Periodic Review Oversight Committee (PROC) that the Senate Vice Chair serve as CAPRA's representative to PROC, as well as PROC's Co-Chair, to enable CAPRA to meet the demand for representation on Senate-administration working groups (9/12)
- Conveyed to the Chancellor and the Interim Provost/EVC, Divisional Council's endorsement of the Library and Scholarly Committee's recommendation that the administration authorize funding for the second phase for the Library Furniture Project (10/11)
- Transmitted to the Interim Provost/EVC and the Director of Physical and Environmental Planning, Divisional Council's comments on the draft Long Range Development Plan, including proposed revisions to chapter 4: Academic Planning (10/15)
- Transmitted to the Associate Vice Chancellor for Enrollment Management and the Dean of Extension, the Senate's endorsement of the proposal for a new, non-degree program, the *Child Development and Care Certificate* (10/16)
- Transmitted to the Interim Provost/EVC and the Executive Director of Space Planning and Analysis a memo from the Library and Scholarly Communication's Committee and CAPRA recommending more space be provided to the Library in the campus' space allocation plan so as to move the campus closer to the library space standard for R1 universities (10/17)
- Transmitted to the Library and Scholarly Communications Committee (LASC) Chair, Senate comments on proposed revisions to Division Bylaw II.IV.4.A that would increase the membership of LASC to seven members (10/29)
- Transmitted to the Transition Oversight Committee, a memo from CAPRA urging the campus to clarify and codify financial transaction structure and policies for the campus as a whole and within schools (11/13)
- Endorsed *Principles to Guide the Conduct of Executive Session* (12/11)
- Transmitted to the Chancellor and the EVC/Provost, a memo from Graduate Council urging increased support for graduate education and the research infrastructure essential to strong graduate and research programs as well as the campus's ultimate achievement of R1 status (1/3)
- Transmitted to the EVC/Provost, the Senate's comments on the draft *Campus Space Management Principles* (2/6)
- Transmitted to the Vice Provost and Dean of Graduate Education, the Senate's approval of a request from the Public Health Graduate Group to revise the program's master's degree title to Master of Science in Public Health (MSPH) from the M.S. in Public Health (M.S. in PH) (2/6)
- Transmitted to the EVC/Provost proposed SMART initiatives to support the next generation of faculty and research at UC Merced as part of the University of California's long-range budget planning (2/6)
- Transmitted to the LASC Chair, Divisional Council's endorsement of LASC's proposal to revise its membership structure (2/21)
- Transmitted to the Interim Vice Provost for the Faculty, the Senate's endorsement of the proposal to establish the working title of *Teaching Professor* for faculty in the LSOE series (3/6)
- Transmitted to the EVC/Provost, the Senate's endorsement of the proposal to change the name of the Department of Social Sciences and Management to Economics and Business Management (3/6)

- Transmitted to the EVC/Provost, the Senate's comments on the draft campus *Policy for the Establishment of New Schools or Colleges* (3/20)
- Transmitted to the EVC/Provost, additional recommendations for SMART initiatives to support the next generation of faculty and research at UC Merced (3/25)
- Requested from the SSHA Dean and Psychological Sciences department, additional clarification regarding the instructional resources devoted to the proposed Psychological Sciences Honors Program (4/3)
- Transmitted to the EVC/Provost, Divisional Council's endorsement of the Senate Chair and Vice Chair as Senate representatives to a committee being established to address urgent decisions that impact the academic mission of the campus (4/26)
- Transmitted to the EVC/Provost, Senate comments on the draft charge to the Enrollment Strategy Committee (4/26)
- Transmitted to the AVC for Enrollment Management and the Dean of Extension, the Senate's endorsement of a distance education version of the existing, non-degree program, *UC Merced Extension Teacher Preparation Program, Multiple Subject Credential and Single Subject Credential* (4/26)
- Transmitted to the EVC/Provost and Vice Provost for the Faculty, Divisional Council's recommendations regarding infrastructure needed to ensure equitable and fair teaching loads for faculty in the Lecturer with Security of Employment (LSOE) series (5/9)
- Transmitted to the Co-chairs of the Academic Planning Work Group (APWG), the Senate's comments on the proposal from the Academic Planning Work Group (5/14)
- Transmitted to the Vice Provost and Dean of Undergraduate Education, the Senate's approval of the *Proposal for an Economics B.S.*, effective fall 2020 (5/14)
- Transmitted to the Chair of the Transition Oversight Committee, the Senate's comments on Transition Oversight Committee's proposal for the implementation sequencing of department chair duties (5/16)
- Requested from the SNRI Director, additional information regarding proposed statements on carbon neutrality put forward for Senate endorsement (5/20)
- Recommended to the Chair of the Faculty Advisory Committee on Sustainability (FACS), the pursuit of a joint Senate-administration structure as part of the FACS's efforts to facilitate the integration and coordination of sustainability activities on campus (5/20)
- Transmitted to the Co-chairs of the Budget Working Group, the Senate's comments on the proposed Salary Recovery Policy (5/22)
- Recommended to the EVC/Provost, the development of a process and plan for managing the enrollment needs of all undergraduate programs, but particularly those that are oversubscribed, in time to affect admissions for the fall 2020 class (5/23)
- Transmitted to the EVC/Provost, the Senate's comments on the *Space Allocation and Assignment: Definitions, Process and Standards* (5/29)
- Transmitted to the EVC/Provost, the Senate's comments on the proposed *Office of Space Planning's Role in the Faculty Hiring Process* (5/29)
- Transmitted to the EVC/Provost, recommended membership for a work group to develop best practices for non-Senate faculty involvement in governance at the departmental level (6/28)
- Transmitted to the CoR Chair, the Senate's comments on the proposed policy for the establishment, disestablishment, and review of ORUs (6/28)
- Transmitted to the EVC/Provost, as the chair of Joint Council, Divisional Council concerns regarding the unintended impact on faculty of campus adoption of diverse business-related software applications (7/3)

- Transmitted to the EVC/Provost, Divisional Council's endorsement of the academic calendars for the 2023-2024 to 2028-2029 period (8/12)

DivCo also opined on the following systemwide items:

- *Current State Assessment Report for Systemwide Mexico Entities* (10/1)
- *Draft Report of the UC ANR Advisory Committee* (11/29)
- Proposed revised *Presidential Policy on Sexual Violence and Sexual Harassment* (12/5)
- Proposed revised *Presidential Policy BFB-BUS-46* (12/5)
- Proposed revised *Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information* (12/5)
- *Presidential Task Force Recommendations on Universitywide Policing* (1/2)
- Proposed *Presidential Policy on Open Access for Theses and Dissertations* (3/12)
- Proposed revisions to Senate Bylaw 336 (3/12)
- Proposed revisions to the SVSH Investigation and Adjudication Framework for Senate and Non-Senate Faculty and the Investigation and Adjudication Framework for Staff and Non-Faculty Academic Personnel (3/12)
- Proposed UC Transfer Guarantee Proposal (4/15)
- Proposed revisions to Senate Regulation 636.E (5/8)
- Proposed *Interim Policy on Responding to Immigration Enforcement Involving Patients on UC Health Facilities* (5/15)
- Report summarizing the UC system's assessment of the UC Center Sacramento (5/30)
- Proposed new APM section 011, Academic Freedom, Protection of Professional Standards, and Responsibilities of Non-Faculty Academic Appointees (5/30)
- *Current State Assessment Report on the UC Research Grants Program Office* (6/24)

Approved: Chair Schnier, 8/22/18