



**FALL MEETING OF THE MERCED DIVISION OF THE ACADEMIC SENATE
THURSDAY, DECEMBER 12, 2019
3:00 – 4:30 P.M.
232 KOLLIGIAN LIBRARY**

ORDER OF BUSINESS

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| I. | CHAIR’S REPORT & ANNOUNCEMENTS – <i>Division Chair Tom Hansford</i> | 5 MIN |
| II. | CONSENT CALENDAR¹ | 5 MIN |
| | A. Approval of the Agenda | |
| | B. Approval of Draft Minutes of the April 15, 2019 Meeting of the Division (Pg. 4 - 13) | |
| | C. Annual Committee Reports AY 18-19 | |
| | Divisional Council (Pg. 14 - 18) | |
| | Committee on Academic Personnel (Pg. 19 - 26) | |
| | Reserve Committee on Academic Personnel (Pg. 27 - 30) | |
| | Committee on Academic Planning and Resource Allocation (Pg. 31 - 36) | |
| | Committee on Research (Pg. 37 - 44) | |
| | Committee on Rules and Elections (Pg. 45 - 48) | |
| | Diversity and Equity (Pg. 49 - 51) | |
| | Faculty Welfare and Academic Freedom (Pg. 52 -57) | |
| | Library and Scholarly Communication (Pg. 58 - 61) | |
| | Graduate Council (Pg. 62 - 65) | |
| | Undergraduate Council (Pg. 66 - 74) | |
| III. | CAMPUS UPDATE – <i>Interim Chancellor Brostrom & EVC/Provost Camfield</i> | 20 MIN |
| IV. | ACADEMIC PLANNING UPDATE – <i>CAPRA Chair Patti LiWang and APAPB Kurt Schnier</i> | 10 MIN |
| V. | LASC BYLAW REVISIONS – <i>CRE Chair, Secretary/Parliamentarian Christopher Viney</i> (Pg. 75 - 114) | 10 MIN |
| | The Committee on Library and Scholarly Communication (LASC) has proposed revisions to Senate Bylaw II.IV.4 addressing LASC’s membership and duties. The proposed revisions | |
| | <ul style="list-style-type: none">• change the composition of the committee to being broadly representative of the schools from being composed of a representative each from the Committee on Academic Planning and Resource Allocation, the Committee on Research, and Graduate Council;• specify the position of vice chair;• remove the Chief Information Officer (CIO) as an ex-officio member; and• revise Bylaw II.IV.4.B.2 addressing the committee’s role in the Library’s budget. | |

All standing committees and school executive committees were invited to comment on the proposed revisions. Divisional Council discussed committee comments on October 16, 2019 and endorsed additional

¹ Agenda items deemed non-controversial by the Chair and the Vice Chair of the Division, in consultation with the Divisional Council, may be placed on a Consent Calendar under Special Orders. Should the meeting not attain a quorum, the Consent Calendar would be taken as approved. (Quorum = the lesser of 40% or 50 members of the Division.) At the request of any Divisional member, any Consent Calendar item is extracted for consideration under “New Business” later in the agenda. Christopher Viney, Secretary/Parliamentarian.

revisions. On November 8, 2019, LASC endorsed the version approved by Divisional Council on October 16, 2019 and presented here.

ACTION REQUESTED: The Merced Division votes to endorse the proposed revisions to [Bylaw II.IV.4, Library and Scholarly Communication](#). If approved, the changes are effective January 22, 2020, 41 days after the action per Senate bylaw.

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| VI. GENERAL EDUCATION PROGRESS REPORT – <i>General Education Program Chair Valerie Leppert</i> | 10 MIN |
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| VII. STANDING COMMITTEE CHAIRS REPORTS | 15 MIN |
| Committee on Academic Planning and Resource Allocation , Chair Patti LiWang | (oral) |
| Committee on Academic Personnel , Chair Nella Van Dyke | (oral) |
| Reserve Committee on Academic Personnel , CAP Chair Nella Van Dyke | (oral) |
| Committee on Committees , Chair Linda Hirst | (oral) |
| Committee on Diversity and Equity , Member Jesus Sandoval-Hernandez | (oral) |
| Committee on Faculty Welfare and Academic Freedom , Chair Carolin Frank | (oral) |
| Committee on Research , Chair Michael Scheibner | (oral) |
| Committee on Rules and Elections , Chair Christopher Viney | (oral) |
| Graduate Council , Chair LeRoy Westerling | (oral) |
| Library and Scholarly Communication Committee , Chair Maria DePrano | (oral) |
| Undergraduate Council , Chair Jay Sharping | (oral) |
| Admissions, Financial Aid and Scholarships | |
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| VIII. QUESTION AND ANSWER WITH SENATE LEADERSHIP | 5 MIN |
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| IX. PETITIONS OF STUDENTS | 5 MIN |
| None. | |
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| X. NEW BUSINESS | 5 MIN |

Glossary of [UC Merced](#) and [Systemwide](#) Academic Senate Committee Acronyms

CAP - Committee on Academic Personnel

CAPRA - Committee on Academic Planning and Resource Allocation

CoC - Committee on Committees

COR - Committee on Research

CRE - Committee on Rules and Elections

D&E - Diversity and Equity

DivCo - Division (al) Council

FWAF - Faculty Welfare and Academic Freedom

GC - Graduate Council

L (A) SC - Library and Scholarly Communication

P&T - Privilege and Tenure

RCAP – Reserve Committee on Academic Personnel

UGC - Undergraduate Council

AFAS - Admissions, Financial Aid and Scholarships

BOARS - Board of Admissions and Relations with Schools

CCGA - Coordinating Committee on Graduate Affairs

COUNCIL - Academic Council

UCAF - University Committee on Academic Freedom

UCAP - University Committee on Academic Personnel

UCAADE - University Committee on Affirmative Action, Diversity, and Equity

UCACC - University Committee on Academic Computing and Communications

UCEP - University Committee on Educational Policy

UCOC - University Committee on Committees

UCFW - University Committee on Faculty Welfare

UCIE - University Committee on International Education

UCOLASC - University Committee on Library and Scholarly Communication

UCPB - University Committee on Planning and Budget

UCOPE - University Committee on Preparatory Education

UCORP - University Committee on Research Policy

UCPT - University Committee on Privilege and Tenure

UCRJ - University Committee on Rules and Jurisdiction



**SPRING MEETING OF THE MERCED DIVISION OF THE ACADEMIC SENATE
MONDAY, APRIL 15, 2019
3:00 – 4:30 P.M.
232 KOLLIGIAN LIBRARY**

I. Chair's Report and Announcements

Chair Schnier began his remarks by announcing that Professor Sean Malloy (SSHA) was awarded the inaugural early career faculty service award bestowed by the systemwide Academic Senate. He then shared that last year's school restructuring efforts progressed smoothly this academic year, thanks largely to School of Natural Sciences Dean Dumont who remained at the helm of the initiative. The re-envisioned Academic Planning Working Group will dissolve and many of its functions will move under the auspices of CAPRA in the next academic year. The Budget Working Group also concluded its work this year. Chair Schnier stated that his main objective this academic year was to align the goals of the Academic Senate and the administration. He attended meetings of the Deans Council and consulted regularly with the EVC/Provost and was encouraged to note the interest in collaboration with the Senate. Chair Schnier ended his remarks by thanking the faculty for their work and dedication.

II. Consent Calendar

- A. Approval of the Agenda
- B. Approval of the Draft Minutes of the December 4, 2018 Meeting of the Division

ACTION: Approved as presented.

III. Campus Update – *Chancellor Leland and EVC/Provost Camfield*

Chancellor Leland reported that the 2020 project is progressing well, and expressed her appreciation for the campus community's cooperation and collaboration.

The Chancellor recognizes the ongoing concern of the lack of access to quality health care for Merced employees. She announced that she is in the final stages of discussions with UCSF/Fresno to establish a clinic at UC Merced so employees can have access to the range of UCSF medical specialties. Details of clinic hours are unknown at this time, but stakeholders envision that the clinic could be open three days a week and then increase depending on the demand. The clinic may initially offer family medicine/internal medicine services and then add specialties as needed. Once an MOU is drafted, stakeholders may conduct a survey of UC Merced employees on their medical needs and use the survey results to inform the decision on which services to offer at the clinic.

The Chancellor has spent a significant amount of time the past few weeks in Sacramento and Washington, D.C. in connection with immigration reform discussions. The changes to immigration policies ordered by the current administration will affect faculty and staff who are at the UC on various visas. The Chancellor is a founding member of a council that includes 280 college and university presidents/chancellors who are voicing their strong support for faculty and students affected by immigration policies. New attempts are being made in Congress at getting the Dream Act passed. A call to action will be distributed to the campus community soon, and when the timing of the vote in Congress draws near, the Chancellor will issue a communication asking the campus community write letters of support for Dream Act students.

With regard to the Governor's budget, at this point in time, there is funding for students needs and degree completion programs; however, there is no funding for new enrollment next year. The lack of funding for new enrollment harms the other UC campuses more than UC Merced, as Merced is still covered by the MOU with UCOP that gives us \$10,000 for new students irrespective of the state budget. The UC system is lobbying for permanent funding for enrollment growth. It remains to be seen what the final budget will contain. Chancellor Leland has been advocating for summer Cal Grants for students. Many of UC Merced's students depend on a financial aid package that includes Pell grants and Blue and Gold grants; if the students cannot obtain Cal Grant aid in the summer, they cannot take summer programming such as study abroad, undergraduate research, or summer bridge programs. Senate Bill 461 (the successor to Assembly Bill 3153 which did not make it out of the legislature last year) proposes to extend Cal Grant aid to students during summer sessions. Chancellor Leland asked faculty members for their support of this bill.

EVC/Provost Camfield began his remarks by stating that he, too, has kept abreast of budget issues at the state level and has engaged in lobbying efforts. Following consultation with Senate committees this year, he will empanel a strategic enrollment committee to set strategy and pathways for admission. He has also been consulting with CAPRA, the Academic Planning Working Group, and the Budget Working Group. In addition, he has worked this year with Director of Space Planning & Analysis Maggie Saunders on policies and procedures for space planning. However, academic planning, budget, and space must be integrated so the campus can engage in complex, long-term modeling. The goal is to establish a robust, transparent, and predictable institutional budget planning process. To accomplish that, the campus is moving towards granting departments control over budgets. To help achieve this major initiative, the EVC/Provost recently issued a call for nominations for a faculty member to serve as the newly-created position of Associate Provost for Academic Planning.

The floor was opened for questions. A faculty member stated that while she supported the plan for long-term modeling, she inquired whether the process will include an evaluative element. EVC/Provost Camfield confirmed that the process will be both projective and evaluative, and will require collaboration from various stakeholders including IRDS. Another faculty member asked for an updated on the proposed 5% increase to faculty salary scales. The Chancellor answered that the proposal is being considered by UC President Napolitano and her decision may have to be postponed until the state budget goes to the Governor.

IV. **General Education Update – UGC Chair Sharping & General Education Program Chair Leppert**

Professors Sharping and Leppert presented a Power Point presentation that included the following updates on Spark seminars:

- Spark highlights:
 - 96 total, 52% offered by Senate faculty

- 19% SOE, 9% SNS, 32% SSHA, 40% MWP
- All but 13 Freshman students enrolled fall or spring as of March 2019
- Student Survey Fall 2018 (516/670 students = 77% responding)
- Spark Faculty Feedback / College Skills
 - Spark faculty Survey and mid-semester feedback '18-'19: concerns about first generation, first year student academic preparedness and non-academic challenges and college expectations
 - Instituted S19 Spark Faculty Orientation
 - IRDS: Student data/characteristics
 - Dean of Students: Non-academic challenges
 - CETL: First year student learning strategies
 - Library: Catcourses support tools for library research
 - IT: e-portfolio training (86% instructor compliance F18)
 - Informing discussions about improving future Spark offerings

Professors Sharping and Leppert also summarized Spark budget information, outlined priorities for the next four years, and summarized which campus stakeholders they consulted with on the GE program and Spark seminars. They ended their presentation by thanking outgoing VPDUE Elizabeth Whitt for her work.

V. **Memorial to the Regents**

The San Francisco Division of the Academic Senate has initiated a petition to the Regents to divest the University's endowment portfolio of all investments in the 200 publicly traded fossil fuel companies with the largest carbon reserves. Members were invited to discuss the Memorial in anticipation of a vote by the Division to be initiated within several days.

Professor Roger Bales (SOE) provided the context for the issue. In 2013, UC President Napolitano announced the Carbon Neutrality Initiative by 2025. UC Merced is making progress to achieve our neutrality by 2020. Broad campus engagement across the UC system is critical but not yet achieved. Professor Bales clarified that this memorial should not divert attention from the broader, UC carbon neutrality initiative. The memorial should encourage faculty creativity. To that end, Professor Bales met with Senate Chair Schnier and the systemwide Senate Chair and Vice Chair to propose a bolder resolution (not to supplant the current memorial, but to follow it) and he seeks UC faculty support. Professor Bales plans to address Academic Council next week.

Chair Schnier announced that in order for the memorial to pass, three Divisions must approve it and at least 35% of Senate faculty must vote in favor. A vote of the faculty will open on Wednesday, April 17 at 7:00 am.

VI. **Announcement: 2019-20 Division Chair, Vice Chair & Secretary/Parliamentarian**

Next year's Senate Chair is Professor Tom Hansford (SSHA), Professor Christopher Viney (SOE) will repeat as Secretary/Parliamentarian, and no Senate Vice Chair has been identified at this time.

VII. **Proposed Revisions to Division Regulations**

Graduate Council proposed to revise Part IV. Section II: Master's Degree Requirements of the [Merced Division Regulations](#). The revisions reduce the minimum number of units of approved courses required for a master's degree by comprehensive exam (Plan II) from 30 to 24 and,

commensurately, from 24 to 20 the number of units which must be from graduate-level courses in the 200 series. Language was also proposed to clarify what is meant by the requirement for a general examination, in addition to a thesis, under Plan I. All standing committees and school executive committees of the Division were invited to review the proposal. At its March 4, 2019 meeting, Divisional Council endorsed the proposal presented here for consideration by the Division.

Action: The Merced Division voted to endorse the proposed revision to Part IV. Section II: Master's Degree Requirements of the Merced Division Regulations. The changes are effective May 26, 2019.

VIII. **Standing Committee Chair Reports**

Committee on Academic Planning & Resource Allocation (CAPRA):

- CAPRA's main, overarching activity this year was assisting the EVC/Provost in preparation for a future, campus budget planning process:
 - CAPRA regularly consulted with Director of Space Planning & Analysis Maggie Saunders on backfill space projects and research space needs for 2020. CAPRA wrote a joint memo with LASC (Library & Scholarly Communications Committee) to Division Council regarding the campus space allocation plan that was issued in September. CAPRA shares LASC's concerns about the lack of adequate space for the Library.
 - CAPRA regularly consulted with IRDS on faculty-to-student ratios and faculty credit hours.
 - CAPRA regularly consulted with AVC Romi Kaur and interim VC Mike Riley about updates on the academic budget planning process.
 - CAPRA has two representatives on the re-envisioned Academic Planning Working Group and one representative on the Budget Working Group, and the committee benefited from regular updates.
- In March, CAPRA completed its traditional task of reviewing FTE requests from deans and school executive committees, and issuing its recommendations to the EVC/Provost.
 - In conjunction with both D&E and FWAf earlier this year, CAPRA also recommended to the EVC/Provost that he should reserve 15-20% of FTE (from about 100 FTEs available under the 2020 plan) for purposes of: 1) spousal/partner support and 2) targets of opportunity.

Committee on Academic Personnel (CAP):

- As of the date of this meeting, CAP has reviewed 44 cases so far this academic year:
 - 15 promotions
 - 17 advancements and merits
 - 7 mid-career appraisals
 - 1 Career Equity Review
 - 3 appointments
 - 1 appointment to an Endowed Chair
- CAP reviewed and endorsed the proposed working title change from LPSOE/LSOE to "Teaching Professor".
- This was the inaugural year of Reserve CAP, which is a separate, standing committee that was created by the Senate last year, and is similar to those that exist at other UC campuses. The chair is Professor Jan Wallander. Reserve CAP's function is to review 1)

appeal cases, 2) cases of current CAP members, and 3) cases of CAP members who termed off in the preceding academic year. Reserve CAP convened once this year.

Committee on Committees: (CoC):

- This spring the Committee on Committees has been working diligently to populate next year's committees. CoC is nearly finished and the Senate Office expects to send appointment letters soon. CoC has also been pursuing faculty representatives to both systemwide and Division committees. With respect to systemwide committees, CoC has been working deliberately to increase UC Merced's systemwide presence in faculty governance, focusing on areas where we can best make strong contributions. At campus level, CoC is pursuing representatives to the searches recently announced by the EVC/Provost Camfield. CoC thanked faculty members for their willingness to serve, whether it be on Senate committees, search committees, or other types committees. CoC recognizes the time service takes and appreciates very much the faculty's commitment to shared governance.

Committee for Diversity & Equity (D&E):

- As the committee who established the campus practice of appointing Faculty Equity Advisors, D&E keeps abreast of updates from the current three FEAs.
- D&E met with the FEAs on December 6 to hear their reports on this year's faculty recruitment in the context of their roles. Based on their feedback, D&E encourages the Department Chairs to attend future FEAs presentations and hopes that the UCM leadership will explore ways to empower FEAs to make decisions related to faculty hires. D&E met with EVC/Provost Camfield on March 19 and welcomed his help in making sure FEAs feel empowered.
- D&E was made aware of CAPRA's recommendation to the EVC/Provost on a percentage of lines to hold in reserve for faculty hiring outside the normal process: spousal/partner hires and targets of opportunity hires. D&E and FWAf sent a joint memo to CAPRA on this matter, encouraging the EVC/Provost to utilize this reserve to increase faculty diversity in faculty hiring. D&E will revisit this topic following feedback from the EVC/Provost.
- D&E approved a new Senate Award for Contributions to Diversity and hopes that the Senate leadership will advertise all Senate Awards next AY to help increase the pool of nominees.
- D&E has consulted with Associate VPF Valdez, VPF Matlock, and EVC/Provost Camfield on issues related to increasing diversity among the faculty, to enhance faculty recruitment activities including strategies surrounding President's Postdoctoral Fellows, including exploring ways to establish an Endowed Chair focused on diversity, scholarship, research and education.
- D&E is addressing faculty retention, specifically, re-examining the former Provost's proposed guidelines for faculty retention. (His draft guidelines underwent Senate review in the last academic year, and received many critical comments from Senate committees.) D&E wishes to draft retention guidelines in such a way that highlights the various non-monetary reasons why faculty separate from the university, including campus climate. The guidelines were shared with VPF Matlock for feedback prior to being finalized by D&E.
- D&E opined on various campus and systemwide review items, including:
 - Draft UCM Policy for the Establishment of New Schools and Colleges
 - Proposal to Use the Title of Teaching Professor working title, specifically: Assistant Teaching Professor for those holding an LPSOE payroll title, Associate Teaching

Professor for those holding an LSOE payroll title, and Full Teaching Professor for those holding a Sr. LSOE payroll title.

- Revised Presidential Polity on Sexual Violence and Sexual Harassment
- Revised Senate Bylaw 336 (with regard to the handling of disciplinary cases and when hearings should be scheduled)
- UC Transfer Guarantee Proposal
- Revised Senate Regulation 636.E (regarding the Entry Level Writing Requirement)

Committee on Faculty Welfare & Academic Freedom (FWAF):

- This academic year, FWAF consulted with Alan Coker, the Associate Vice Chancellor, Auxiliaries Enterprises and Fiscal Innovation, on 1) possible expansion of the ECEC, and 2) ways to increase options for after school/holiday/summer child care. AVC Coker is working on finding solutions and FWAF anticipates additional conversations with him next year.
- FWAF consulted with a group of Teaching Professors with regard to teaching load. After this consultation, FWAF submitted a memo to Divisional Council recommending the formation of a policy that sets a campus-based workload standard for the Teaching Professor series in order to 1) establish equity in teaching load and 2) establish clarity for the construction of departmental instructional budgets moving forward.
- FWAF consulted with Associate Vice Provost for the Faculty Zulema Valdez on the administration's efforts to increase diversity in faculty hiring through 1) heavier engagement with the President's Postdoctoral Fellowship Program, 2) diversity-related recruitment and development activities made possible by grant funding, and 3) encouraging the EVC/Provost to keep in reserve a certain percentage of faculty FTE lines for targets of opportunity hires. The proposal for reserve FTE lines was also supported by CAPRA and D&E.
- FWAF submitted a memo to Divisional Council on concerns about proposed parking changes, including higher fees and questions around data management of employee information.
- FWAF receives updates on systemwide business through memberships on the University Committee on Faculty Welfare (Jayson Beaster-Jones) and University Committee on Academic Freedom (Laura Hamilton).
- FWAF receives updates on the campus Police Advisory Board from the Board's faculty representative, Kit Myers.

Library and Scholarly Communications (LASC):

- LASC's main initiative this academic year was to propose a change in its membership model. Currently, the committee is comprised of a chair, and members representing the Senate committees CoR, CAPRA, GC, and UGC. However, LASC believed that library and scholarly communication issues on campus would be better served if its members were instead chosen by CoC, on an at-large basis from the Senate faculty, as is the practice of other Senate committees. After consulting with Divisional Council and Senate committees, LASC recently submitted a formal proposal to revise its bylaws to adopt this at-large membership model.
- LASC worked closely with University Librarian Haipeng Li, who is an ex-officio member of LASC, on communications to the campus on the status of the negotiations between the UC and Elsevier.

- LASC wrote a joint memo with CAPRA to Divisional Council regarding the campus space allocation plan that was issued in September. LASC was, and remains, concerned about the lack of adequate space for the Library.
- LASC was the lead reviewer of the revised Presidential Policy on Open Access for Theses and Dissertations.

Committee on Research (CoR):

- One of CoR's main goals this academic year was the revision of the 2014 Senate policy on research units to create a comprehensive policy on the establishment, disestablishment, and review of ORUs. In drafting the ORU policy, CoR members took into account the systemwide policy as well as the ORU policies from other UC campuses. CoR also received input from Vice Chancellor for Research & Economic Development Sam Traina, who is an ex-officio member of the committee. CoR's draft ORU policy is currently undergoing Senate review.
- In February, CoR completed its annual task of reviewing and awarding Senate faculty grants. This year, the committee funded 27 proposals out of 42 received: 5 SoE, 9 SNS, 13 SSHA. CoR is currently discussing ways to potentially transform the Senate faculty grants program into an incentive-based program.
- CoR has benefited from regular updates from Vice Chancellor Traina on new federal government/agency rules on international research that impact faculty, graduate students, post docs, and visiting scholars.
- At the request of the Office of Research & Economic Development, CoR provided suggested revisions to the current limited submission procedures.
- CoR has consulted with several members of the administration:
 - Campus Biosafety Officer Aparupa Sengupta on updates on reaching compliance in high-risk areas
 - Campus Procurement Director Josh Dubroff on updates on the future Bobcat Buy purchasing system
 - Director of Space Planning & Analysis Maggie Saunders on the campus space allocation plan that was issued to the campus in September.
- CoR is kept informed on systemwide business through membership on the University Committee on Research Policy, including composite benefit rates, reviews of multi-campus research units, and the UC Lab Fees Research program.

Committee on Rules & Elections (CRE):

This semester, the Committee on Rules and Elections convened three times. The principal duties of CRE are to advise senators on all matters of organization, jurisdiction and interpretation of legislation of the Academic Senate; review changes to Bylaws and Regulations; issue legislative rulings; and supervise all Senate Elections. With regard to the latter, all Senators have received a ballot on April 9 and are encouraged to cast their votes by 5:00pm, April 16 (tomorrow) if they have not already done so.

Main campus items considered by CRE this semester included:

- The proposed distance education version of UC Merced Extension's Teacher Preparation Program (CRE found the proposal sound overall, and requested additional clarification about the course unit requirements needed to complete the program.)
- Principles to Guide the Use of Executive Sessions (endorsed)

- Proposal to Change the Name of the Social Sciences and Management department to Economics and Business Management (endorsed)
- Proposal to change the working title of L(P)SOE to Teaching Professor (endorsed)
- The proposed campus Master's Degree Requirements (CRE approved of the additional requirements and asked for more information about proposed student assessments, including comprehensive exams.)
- The proposed policy for the Establishment of New Schools/Colleges (CRE recommended that the scope of institutional development that is part of the establishment of new schools/colleges at UC Merced include greater detail to assessment and review process.)
- The proposed Charge of the Enrollment Strategy Committee (CRE approved the charge, and recommended that previous enrollment-related efforts be considered, as well as additional concerns including the ratio of transfer students to freshman on campus.)
- Proposal for a Psychological Sciences Honors Program (CRE commented on the faculty teaching load.)
- Office of Space Planning Role in the Faculty Hiring Process and the Space Allocation and Assignment Definitions, Process and Standards (CRE commented on logistics, and on the omission of some categories of academic space use.)
- Proposal for a B.S in Economics (endorsed)

CRE opined on the following systemwide review items:

- Proposed revisions to Senate Bylaw 336
- BOARS Proposal for a UC Transfer Admission Guarantee
- Proposed revisions to the SVSH Academic Frameworks

Graduate Council (GC):

Graduate Council is charged with establishing policies for graduate education at Merced, and authorizing and supervising all graduate courses and graduate programs of instruction.

Since the last Division Meeting, Graduate Council has met seven times, during which it has

- Approved a request from Public Health to change the degree title of its master's degree from an M.S. to an MSPH
- Approved a Concentration in Ecology and Evolutionary Biology in the Quantitative Systems and Biology graduate program
- Initiated review of a proposal to establish a Master's of Science degree in Cognitive and Information Sciences
- Endorsed a proposal to establish a distance education version of Extension's existing Teacher Education Program
- Consulted with the EVC/Provost and members of the Budget Development Team on a proposed Graduate Student Funding Model

It has also commented on a number of important review items including

- Draft charge for an Enrollment Strategy Committee
- Proposal for a B.S. in Economics
- Proposed Presidential Policy for Open Access for Theses and Dissertations

Finally, it has initiated a review of the Curriculog course request system, a year after its implementation. It looks forward to responding to what has been learned to improve the course request process.

Undergraduate Council (UGC):

Spring is a busy time for UGC in terms of reviewing courses (about 100 of them) and annual Catalog updates. UGC has still been active in reviewing GE content while the GE Executive Committee works on establishing its own processes for doing so. Members are actively participating in system-wide committees: BOARS, UCEP, UCOPE, and UCIE. UGC also is pulling the load for AFAS and PROC. There have been two program review site visits this spring “Applied Math” and “English” and UGC is looking forward to the final reports on that so that the committee can implement the recommendations therein. There were numerous stimulating non-routine activities come up this spring including: contributing SMART goals, reviewing and approving the Psychological Sciences Honors program. UGC is currently reviewing the Economics Bachelor of Science program.

Additionally, UGC has opined on various systemwide and campus review items.

The hottest UGC-related system-wide issue under discussion throughout this term has been the UC Transfer Guarantee proposal. The UGC leadership has greatly contributed to the discussions at BOARS and UCEP, respectively. We will have to review our Transfer Admission Guarantee (TAG) requirements for the 21 most popular majors, and adjust them if needed. We have much related work to do internally on Enrollment Strategy and eventually we need to be ready to be expected to meet the 2:1 transfer objective. UCEP is also reviewing a Proposal to Establish an Online B.A. in Business Administration. Finally, once the admissions scandal is settled, it is anticipated that higher education will be addressing fairness of admissions for the next few years. Prior to the scandal UCOP initiated review of how UC uses the SAT/ACT tests and whether any changes were necessary.

Following the reports from the committee chairs, EVC/Provost Camfield announced that the UC has entered into a contract with Cambridge University Press in place of Elsevier. One of the goals is to establish a single-systemwide data base to access all materials.

IX. Senate Awards

- The Dr. Fred Spiess Distinguished Service to the Academic Senate Award - (no nominations received)
- Senate Faculty Distinguished Undergraduate Teaching Award – Eric Walle (SSHA)
- Distinguished Undergraduate Teaching Award for Non-Senate Faculty – Emily Reed and Carles Ferrando Valero
- Senate Distinguished Graduate Teaching/Mentorship Award – Miriam Barlow (SNS)
- Senate Distinguished Early Career Research Award - Anand Bala Subramaniam (SOE)
- Senate Distinction in Research Award – Deborah Wiebe (SSHA)
- Senate Distinguished Scholarly Public Service Award – Katrina Hoyer (SNS)
- Senate Excellence in Faculty Mentorship Award – Tanya Golash-Boza (SSHA)
- Senate Award for Contributions to Diversity – Clarissa Nobile (SNS)

X. Petitions of Students

No petitions were presented

XI. New Business

No new business was raised

DRAFT

**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

**COMMITTEE ON ACADEMIC PERSONNEL
ANNUAL REPORT
2018-2019**

TO THE MERCED DIVISION OF THE ACADEMIC SENATE:

The Committee on Academic Personnel (CAP) is pleased to report on its activities for the Academic Year 2018-2019.

I. CAP Membership

This year the CAP membership included five members from UCM and four external members. The UCM members were Ignacio López-Calvo, Chair (School of Social Sciences, Humanities, and Arts), Nella Van Dyke, Vice Chair (School of Social Sciences, Humanities, and Arts), Heather Bortfeld (School of Social Sciences, Humanities, and Arts), David F. Kelley (School of Natural Sciences), and Ashlie Martini (School of Engineering). The external members were Philip Roeder (UCSD, Political Science), Charles Glabe (UCI, Biology), Reza Abbaschian (UCR, Materials Science and Engineering), and Parama Roy (UCD, English Literature).

The CAP analyst this year was Simrin Takhar.

II. CAP Review of Academic Personnel Cases

CAP is charged with making recommendations on all Senate faculty appointments and academic advancements, including merit actions, promotions to tenure, promotions to Professor, and advancements across the barrier steps Professor V to VI and Professor IX to Above Scale. CAP however, does not review appointment cases at Assistant Professor III and below, or short-form advancement cases at any rank. These two actions are handled at the unit/dean level, unless there is a disagreement between the department faculty and the dean, in which case, the file in question is reviewed by CAP as an independent body.

Policies and Procedures

CAP adheres to systemwide policies and procedures as described in the UC Academic Personnel Manual ([APM](#)). Policies and procedures not outlined in the APM, but practiced at other UC campuses, were generally observed at Merced.

The Merced Academic Personnel Policies & Procedures ([MAPP](#)) document is also a useful resource for faculty members, administrators and department chairs. The MAPP is an evolving resource. The Academic Personnel Office (APO) issues to the campus any proposed revisions to the MAPP usually on an annual basis. These proposed revisions also undergo Senate review, by all Senate committees, including CAP.

Review Process

CAP's review process begins when the committee receives files from APO, where they have been analyzed, vetted, and classified to facilitate further, efficient processing. The cases, as well as reviewer assignments, are distributed to the committee one week prior to CAP's meeting and ensuing discussion of the files. CAP typically reviews fewer cases in the Fall and many more in the Spring. One lead reviewer and one secondary reviewer are assigned to report on each case; however, all members are expected to read and discuss the files. Reviewer assignments are made according to members' areas of expertise.

Reviewers serve not as advocates of their areas, but as representatives who act in the best long-term interests of the campus. Committee members who participate in a prior level of review for a file are recused from CAP's respective review of the file.

CAP convenes for two-hour teleconference meetings on Friday mornings. Reports from the primary and secondary readers on each case are followed by a thorough committee discussion, as well as a vote on the proposed action. CAP's quorum for all personnel actions is half plus one of its membership. On rare occasions, a vote on a case is deferred and the file is returned for further information or clarification. After the meeting, the CAP analyst and Chair prepare draft reports on the dossiers. These are then distributed to the committee for review, consultation, and approval. The final version of the report is sent as a letter to the Executive Vice Chancellor/Provost (EVC) and to the Vice Provost for the Faculty (VPF). If the EVC determines that no further deliberation is necessary, the substance of CAP's report and those of other levels of review are summarized by Academic Personnel in a letter that is transmitted to the dean of the candidate's school.

For the vast majority of the cases, the above process ends CAP's review of the file. The EVC communicates with CAP to discuss any disagreements with CAP's recommendation on particular cases.

Throughout the UC system, certain categories of academic personnel cases, for example, appointment at tenure or promotion to tenure, sometimes require an additional formal review of the dossier and supplemental materials by an *ad hoc* committee of experts. In most cases, CAP makes the request for this *ad hoc* review, especially in instances where CAP lacks sufficient expertise in the faculty member's research area or when there are ambiguities in the case file. The *ad hoc* committee is appointed by the Chancellor or the Chancellor's designate and its report is included in the materials submitted to CAP; the identity of the committee members is known only to CAP and the Chancellor or the Chancellor's designate. These *ad hoc* committees generally involve external (UC) experts.

Recommendations

Appendix A provides a simple numerical summary and analysis of the CAP caseload for the 2018-2019 academic year. CAP reviewed a total of 74 cases during the year compared to 95 the year prior. The committee agreed with the School recommendations without modification on 62 (84%) of the reviewed cases (see Table 2). For 5 other cases, CAP voted against the recommendation. For 7 cases, CAP recommended a modification of the proposed action from the department or dean (e.g., a higher or lower step or a higher or lower mid-career appraisal rating).

Tables 1A – 1F detail caseloads and their respective outcomes according to the proposed personnel actions. Table 2 provides aggregate recommendations by the academic units.

CAP recommendations are transmitted to the EVC for a final level of review and approval. On rare occasions, the EVC goes against CAP's recommendation, whereupon, he meets with CAP to discuss his decision to overturn the committee's recommendation. This year, the EVC overturned two CAP recommendations and the Chancellor overturned one CAP recommendation.

III. General Comments Regarding the Submission of Personnel Cases

CAP submitted a memo to the EVC regarding the interpretation of APM 245 (Appointment and Promotion of Chairs). This memo resulted from discussions between the committee and the EVC during

the academic year on standards applied to UC Merced faculty and standards applied on the other nine UC campuses.

IV. Counsel to EVC/Provost and VPF

The CAP Chair briefly discusses each week's cases, after CAP has voted on its recommendation, with the EVC and VPF. These discussions mostly focus on individual cases.

V. Academic Personnel Meetings

Fall Meeting

As is tradition at UCM, the EVC and the VPF requested CAP's presence at a fall academic personnel meeting. The meeting, held on October 18, 2018 was also attended by faculty and administrators. CAP was represented by Chair Ignacio López-Calvo, Vice Chair Nella Van Dyke, and members Heather Bortfeld and David F. Kelley. The committee participated in two discussion sessions. The morning session was held with Assistant Professors, LPSOEs, and Academic Personnel. This session began with a brief introduction to the academic personnel review process and proceeded to a question-and-answer period. The afternoon session included all faculty (tenured and non-tenured), CAP members, EVC, VPF, Department Chairs, and Academic Personnel. Detailed minutes from both sessions are available in the Senate office. Significant discussion items raised by faculty concerned criteria for promotion, the evaluation of teaching, and extramural funding success.

VI. Academic Senate Review Items

The Division Council transmitted to CAP various campus and systemwide proposals and documents for review. The EVC and VPF did not distribute proposed revisions to the MAPP for campus review this year.

VII. Acknowledgments

CAP would like to acknowledge its working relationship with EVC/Provost Gregg Camfield and VPF Teenie Matlock. The committee would also like to acknowledge APO, the Deans, the Department Chairs, and the AP staff in each school for their dedication to excellence in the personnel review process at UC Merced, as well as the Senate analyst who supports CAP.

Respectfully,

Ignacio López-Calvo, Chair (UCM)
Nella Van Dyke, Vice Chair (UCM)
Heather Bortfeld (UCM)
David F. Kelley (UCM)
Ashlie Martini (UCM)
Philip G. Roeder (UCSD)
Charles Glabe (UCI)
Reza Abbaschian (UCR)
Parama Roy (UCD)

APPENDIX A

**2018-2019 COMMITTEE ON ACADEMIC PERSONNEL
TABLES 1A-1F FINAL RECOMMENDATIONS BY ACTION TYPE**

	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
TOTAL PERSONNEL CASES	62	7	5	0	74

TABLE 1A APPOINTMENTS	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
Assistant Professor	1	0	0	0	1
Associate Professor	3	0	0	0	3
Professor	2	3	0	0	5
Lecturer Series (LPSOE/LSOE)	3	0	0	0	3
Endowed Chairs	5	0	1	0	6
Total	14	3	1	0	18
% CAP Agreed with Proposal					78
% CAP Agreed or Modified Proposal					94

TABLE 1B PROMOTIONS	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
Associate Professor	11	0	1	0	12
Professor	9	0	2	0	11
Professor VI	0	0	0	0	0
Above Scale	0	0	0	0	0
LSOE	2	0	0	0	2
Total	22	0	3	0	25
% CAP Agreed with Proposal					88
% CAP Agreed or Modified Proposal					88

TABLE 1C Advancements/Merits	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
LPSOE/LSOE	4	0	0	0	4
Assistant	1	1	0	0	2
Associate Professor	10	0	1	0	11
Professor	4	1	0	0	5
Total	19	2	1	0	22
% CAP Agreed with Proposal					86
% CAP Agreed or Modified Proposal					95

TABLE 1D MID-CAREER APPRAISAL ONLY	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
LPSOE and Assistant Professor	5	3	0	0	8
Total	5	3	0	0	8
% CAP Agreed with Proposal					63
% CAP Agreed or Modified Proposal					100

TABLE 1E REAPPOINTMENTS	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
Assistant	0	0	0	0	0
Total	0	0	0	0	0
% CAP Agreed with Proposal					0
% CAP Agreed or Modified Proposal					0

TABLE 1F OTHER	CAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
Assistant	0	0	0	0	0
Associate (Career Equity Review)	1	0	0	0	1
Professor	0	0	0	0	0
Total	1	0	0	0	1
% CAP Agreed with Proposal					100
% CAP Agreed or Modified Proposal					100

**TABLE 2
FINAL RECOMMENDATIONS ON SCHOOL PROPOSALS
2018-2019**

School	Number Proposed	CAP Recommendation					% CAP agreed w/unit without modification	% CAP agreed w/unit or modified up or down
		Agree	Modify-Up	Modify-Down	Disagree	Pending		
Engineering	10	10	0	0	0	0	100	100
(MCA)	0							
Natural Sciences	25	19	1	3	2	0	76	92
(MCA)	6							
Social Sciences, Humanities, and Arts	39	33	0	3	3	0	85	92
(MCA)	2							
TOTALS	74	62	1	6	5	0	84	93
(MCA)	8							

**TABLE 3
CASES REVIEWED BY CAP 2005-2019**

	2005-2006	2006-2007	2007-2008	2008-2009
Total Cases	61	56	82	61
Total Appointments	43	32	45	22
Total Promotions	3	2	2	3
Total Merit Increases	14	22	35	33
Total Other	1	0	0	3

	2009-2010	2010-2011	2011-2012	2012-2013
Total Cases	63	96	90	98
Total Appointments	13	34	33	30
Total Promotions	10	17	18	13
Total Merit Increases	40	39	38	47
Total Other	0	6	1	0

	2013-2104	2014-2015	2015-2016
Total Cases	128*	92	148
Total Appointments	50	16	38
Total Promotions	16	16	22
Total Merit Increases	58	57	87
Total Other	4 1 MCA only 3 reappointments *1 case pending	3 reappointments	1 reappointment

	2016-2017	2017-2018
Total Cases	105	95
Total Appointments	20	10
Total Promotions	20	26
Total Merit Increases	59	30
Total Other	6 4 MCA only 2 Endowed Chair reappointments	29 26 MCA only 2 reappointments 1 Performance Improvement Plan review

CONTINUED ON NEXT PAGE

	2018-2019
Total Cases	74
Total Appointments	18
Total Promotions	25
Total Advancements/Merits	22
Total Mid-Career Appraisals	8
Total Other (Career Equity Review)	1

**RESERVE COMMITTEE ON ACADEMIC PERSONNEL
ANNUAL REPORT
2018-2019**

TO THE MERCED DIVISION OF THE ACADEMIC SENATE:

The Reserve Committee on Academic Personnel (RCAP) is pleased to report on its activities for its inaugural year 2018-2019.

I. RCAP Membership

Originally empaneled by the Academic Senate in AY 2017-2018, RCAP convened for the first time in AY 2018-2019. The RCAP members were Jan Wallander, Chair (School of Social Sciences, Humanities, and Arts), Arnold Kim (School of Natural Sciences), Roland Winston (School of Natural Sciences and School of Engineering), Martha Conklin (School of Engineering), and ShiPu Wang (School of Social Sciences, Humanities, and Arts).

The RCAP analyst was Simrin Takhar.

II. RCAP Review of Academic Personnel Cases

RCAP is charged with reviewing personnel files of current CAP members, or those who termed off the committee in the preceding academic year, and appeals by faculty members.

Policies and Procedures

RCAP adheres to systemwide policies and procedures as described in the UC Academic Personnel Manual ([APM](#)). Policies and procedures not outlined in the APM, but practiced at other UC campuses, were generally observed at Merced.

The Merced Academic Personnel Policies & Procedures ([MAPP](#)) document is also a useful resource for faculty members, administrators and department chairs.

Review Process

Similar to the Committee on Academic Personnel (CAP), RCAP's review process begins when the committee receives files from APO, where they have been analyzed, vetted, and classified to facilitate further, efficient processing. The cases, as well as reviewer assignments, are distributed to the committee one week prior to RCAP's meeting and ensuing discussion of the files. One lead reviewer and one secondary reviewer are assigned to report on each case; however, all members are expected to read and discuss the files. Reviewer assignments are made according to members' areas of expertise. Reviewers serve not as advocates of their areas, but as representatives who act in the best long-term interests of the campus. Committee members who participate in a prior level of review for a file are recused from RCAP's respective review of the file.

If the RCAP lacks sufficient expertise in the faculty member's research area, the committee membership temporarily expands to include external (UC) experts, as occurred in the review of the case in AY 2018-2019.

Reports from the primary and secondary readers on cases are followed by a thorough committee discussion, as well as a vote on the proposed action. RCAP's quorum for all personnel actions is half plus one of its membership. After the meeting, the RCAP Analyst and Chair prepare draft reports on the dossiers. These are then distributed to the committee for review, consultation, and approval. The final version of the report is sent as a letter to the Executive Vice Chancellor/Provost (EVC) and to the Vice Provost for the Faculty (VPF). After the meeting, the RCAP chair, EVC, and VPF meet to discuss the case. If the EVC determines that no further deliberation is necessary, the substance of RCAP's report and those of other levels of review are summarized by Academic Personnel in a letter that is transmitted to the dean of the candidate's school.

For the vast majority of the cases, the above process ends RCAP's review of the file. The EVC communicates with RCAP to discuss any disagreements with RCAP's recommendation on particular cases.

Recommendations

Appendix A provides a simple numerical summary and analysis of the RCAP caseload for the 2018-2019 academic year. RCAP reviewed 1 case in its inaugural year.

Tables 1-3 detail caseload and outcome according to the proposed personnel action. Table 2 provides aggregate recommendation by the academic unit.

RCAP recommendations are transmitted to the EVC for a final level of review and approval. On rare occasions, the EVC goes against RCAP's recommendation, whereupon, he meets with RCAP to discuss his decision to overturn the committee's recommendation. This year, the EVC overturned RCAP's recommendation.

Respectfully,

Jan Wallander, Chair (SSHA)
Arnold Kim (SNS)
Roland Winston (SNS/SOE)
Martha Conklin (SOE)
ShiPu Wang (SSHA)

APPENDIX A

**2018-2019 RESERVE COMMITTEE ON ACADEMIC PERSONNEL
TABLES 1-3 FINAL RECOMMENDATIONS BY ACTION TYPE**

	RCAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
TOTAL PERSONNEL CASES	0	0	1	0	1

TABLE 1 PROMOTIONS	RCAP Recommendation				TOTAL
	Agreed	Modification	Disagreed	Pending	
Associate Professor	0	0	1	0	1
Professor					
Professor VI					
Above Scale					
LSOE					
Total	0	0	1	0	1
% RCAP Agreed with Proposal					0
% RCAP Agreed or Modified Proposal					0

**TABLE 2
FINAL RECOMMENDATIONS ON SCHOOL PROPOSALS
2018-2019**

School	Number Proposed	RCAP Recommendation					% RCAP agreed w/unit without modification	% RCAP agreed w/unit or modified up or down
		Agree	Modify-Up	Modify-Down	Disagree	Pending		
Engineering								
Natural Sciences	1	0	0	0	1	0	0	0
Social Sciences, Humanities, and Arts								
TOTALS	1	0	0	0	1	0	0	0

**TABLE 3
CASES REVIEWED BY RCAP 2019**

	2018-2019
Total Cases	1
Total Appointments	0
Total Promotions	1
Total Merit Increases	0

**COMMITTEE ON ACADEMIC PLANNING AND RESOURCE ALLOCATION (CAPRA)
ANNUAL REPORT
AY 2018-2019**

To the Merced Division of the Academic Senate:

The Committee on Academic Planning and Resource Allocation (CAPRA) held a total of 16 regularly scheduled in-person meetings and conducted some business via email with respect to its duties as outlined in UC Merced's Senate Bylaw [II.IV.1](#).

CAPRA also benefited from regular consultation with the Provost/EVC who attended several meetings this academic year.

Areas of Focus

Academic Planning and Faculty Hiring

As is traditional, one of CAPRA's main functions is to review faculty FTE requests for the following academic year as submitted by both departments and deans, and to make recommendations for FTE allocations to the EVC/Provost. While CAPRA carried out this function again this year as mentioned later in this report, the committee's process was informed and influenced by the campus's re-envisioned academic planning initiative.

Early in fall 2018, EVC/Provost consulted with CAPRA on ways to integrate the multiple committees and overlapping planning activities on campus in order to form one, coherent, academic planning initiative that would encompass multi-year budget planning and faculty hiring. The goal of such an initiative is to establish a predictable, stable, and transparent academic budget and planning process that would be developed by departments and roll up to the School and University levels. CAPRA was in agreement that the committee should, in the future, only evaluate whether Schools and ORUs are making efficient use of their resources from an institutional perspective rather than making recommendations on the allocation of specific FTE lines.

One of the first projects CAPRA undertook this academic year was to collect and analyze historical data on faculty hiring with the goal of advising the EVC/Provost on reserving a certain percentage of faculty FTE lines to use for hires outside the normal recruitment process. To arrive at a percentage of recommended target of opportunity hires and spousal hires, CAPRA obtained data from the office of Institutional Research and Decision Support (IRDS) on student to faculty ratios in each major over time. In conjunction with D&E and FWAF, CAPRA ultimately recommended that the EVC/Provost reserve 20% of the next 100 faculty FTE lines for target of opportunity hires and spousal hires. CAPRA also recommended that the EVC/Provost develop a transparent procedure for the allocation of these faculty FTE lines.

An important development this academic year that affected CAPRA was the reconstitution of last year's campus Academic Planning Working Group (APWG). Co-chaired by the EVC/Provost and the CAPRA Chair, the APWG was tasked with three goals:

- 1) Develop a set of aspirational goals for the campus that will enable fulfillment of a UC-level research mission (achievement of R1 status), and that will guide, at the institutional level, multi-year academic planning and resource allocation as the campus moves into the post-2020 Project period;
- 2) Develop criteria, quantitative and qualitative, to evaluate the campus's efforts in meeting these institutional goals and to guide multi-year academic resource allocations that are predictable and sustainable;
- 3) Develop a process for conducting multi-year academic resource requests that appropriately involves and empowers existing Senate review structures (i.e., school ECs, CAPRA).

The APWG formed three subcommittees (Criteria, Process, and Strategy) to execute these goals and held a series of faculty town halls to elicit faculty feedback on reaching R1 status and the utility of using Carnegie indices. Ultimately, the APWG identified three broad indices: 1) producing UC quality scholarship, 2) deliver a UC quality education, and 3) maintain diversity in both breadth of programming and in terms of equity and inclusion.

Through updates from CAPRA chair Trounstein, CAPRA members remained informed on how the committee's role will change in the next few academic years from making recommendations to the EVC/Provost on FTE line allocation to that of evaluating use of resources from an institutional perspective.

The aforementioned academic planning initiative will come to fruition beginning AY 2020-21. For the next academic year, however, CAPRA and the EVC/Provost conducted the traditional process of evaluating FTE requests as submitted by the departments and deans. On December 7, 2018, CAPRA distributed to EVC/Provost Camfield its process and criteria for the evaluation of FTE requests. In that document, CAPRA requested a submission deadline of February 15, 2019. At its March 7, 2019 meeting, CAPRA conducted its final rankings of the faculty FTE requests. On March 11, CAPRA transmitted its rankings and recommendations to the EVC/Provost.

Space Planning and Allocation

CAPRA's other main function, in addition to advising the Provost/EVC on faculty FTE allocation, is space planning and allocation. The committee was kept informed on space

planning in the context of the 2020 project through consultation with Director of Space Planning & Analysis Maggie Saunders.

The campus space allocation plan for new 2020 space and backfill space was issued to the campus by the EVC/Provost in fall 2018. Director Saunders subsequently met with a variety of Senate committees, including CAPRA, to clarify components of the proposed plan.

While CAPRA appreciated updates on 2020 space, the committee was equally interested in the numerous backfill space projects especially since the projects affect faculty recruitment. The backfill projects include nearly all campus buildings, including the Academic Office Annex, all floors of Kolligian Library, both Classroom & Office buildings, and both Science & Engineering buildings. CAPRA's primary concern was that faculty members not be compelled to move until their new laboratory space is ready. The committee also suggested that backfill space plans be made transparent to the campus community.

CAPRA's role in space planning is being shifted to earlier in the planning process.

Consultation

Assistant Vice Chancellor of Financial Planning & Analysis Romi Kaur

Throughout the academic year, CAPRA members discussed ways in which the committee's role will change in the future once a comprehensive academic budget planning process is established. To inform these discussions, the committee appreciated the regular campus budget updates provided by AVC Kaur who emphasized to CAPRA that budget planning needs to be integrated with academic restructuring and academic planning.

The academic budget planning process was envisioned to occur in two phases beginning this academic year and going to academic year AY 2021-22 and beyond. The first phase implementation should have a complete picture of the permanent and temporary instructional salary budget at the School and department levels. The second phase seeks to implement a "Fall Planning Cycle" starting in fall 2018 to develop an AY 2019-20 academic budget based on the curriculum, and, over the next three academic years these curriculum-based budgets will be used to provide budgetary transparency in the Schools and to facilitate the transition to a sustainable campus-wide budget model.

CAPRA members also discussed the following issues with AVC Kaur:

- Funding issues related to the 2020 project
- Projected costs of moving faculty members into 2020 buildings and backfill space
- 2018 year end financial review

- Unmet needs on campus that would benefit from funding under a possible General Obligation bond on the next election ballot. While other UC campuses may prioritize seismic retrofitting, CAPRA suggested to AVC Kaur and to EVC/Provost Camfield that UC Merced's main needs are 1) research laboratory space, specifically psychology laboratories; 2) instructional space; 3) space for student clubs; and 4) Library resource
- Proposed graduate funding model. Both AVC Kaur and Senate Chair Schnier consulted with CAPRA on a model they originally presented to the Graduate Council.

IRDS

IRDS staff proved to be a valuable partner for CAPRA this academic year as the committee sought data and criteria needed to analyze the campus's attainment of R1 status within the context of academic planning. IRDS staff provided to CAPRA an analysis of indices of research activity and also discussed with CAPRA members R&D expenditures in science and engineering, R&D expenditures in non-science and engineering fields, and comparison data related to other campuses reaching R1 status. This information was later shared at a Division Council, for the benefit of all Senate committees.

IRDS also routinely responded to CAPRA members' ad hoc data requests during the academic year such as number of student credit hours per faculty member. This information aided CAPRA's recommendations to the EVC/Provost regarding FTE allocation for the next academic year.

Senate Library & Scholarly Communications (LASC) committee

After reviewing the campus space allocation plan, and noting that additional Library space was not accounted for in the 2020 project, LASC and CAPRA collaborated on a memo to the Senate Chair that identified the Library's growth needs as the campus seeks to attain R1 status. The memo asserted that nationally, R1 research universities provide greater than 20 square feet of library space per student FTE (LS/FTE). UC Merced, on the other hand, provides only 9.95 square feet of LS/FTE. To bridge half the gap between UC Merced's current square footage of LS/FTE and the typical R1 allocation requires an additional 50,000 square feet of Library space. For example, UC Merced's nearest UC peer, Santa Cruz, currently provides 13.33 square feet of LS/FTE, an allocation that UC Merced should aspire to equal if not surpass. The memo also reiterated that the Library is an academic unit that is critical to supporting and advancing the learning, teaching, and research needs of faculty and students.

Space Planning & Analysis

As mentioned above, CAPRA was kept informed on 2020 space and backfill space issues through consultations with Director of Space Planning & Analysis Maggie Saunders.

Representation on Campus Committees

In addition to the APWG, CAPRA also had representation on the reconstituted campus Budget Working Group (BWG). The BWG was broadly tasked this year with developing an instructional budget policy (academic budget planning), campus budget policy (carry forward policy), and revenue-generating programs. CAPRA's representative on the BWG updated the committee throughout the year on the major topics of discussion: indirect cost return policy, salary recovery policy (which was issued to the Senate for review as mentioned below), Library funding model, and Summer Session and Extension planning.

University Committee on Planning and Budget (UCPB) updates

The CAPRA chair represented the committee on UCPB and kept CAPRA members updated on topics raised by this systemwide committee. The major topics of discussion on UCPB this year were the development of a multi-year budgeting process and the development a set of policies for evaluating self-supporting graduate programs.

Campus Review Items

- CAPRA reviewed and endorsed:
 - proposal to change the working title of L(P)SOEs to Teaching Professor
 - proposal from Social Sciences & Management academic unit to change name to Economics & Business Management
 - proposal to create a concentration in Ecology and Evolutionary Biology in the QSB graduate program

- CAPRA reviewed and commented on:
 - proposed department chair duties document as drafted by the Transition Oversight Committee
 - Academic Planning Working Group report
 - Draft salary recovery policy
 - Draft ORU policy as generated by the Senate Committee on Research
 - UC Merced Extension Online/Distance Education Version of the Teacher Preparation Program, Multiple Subject Credential and Single Subject Credential
 - space planning documents submitted by the EVC/Provost: Space Allocation and Assignment: Definitions, Process and Standards and Office of Space Planning's Role in the Faculty Hiring Process

- Proposed B.S. degree program in Economics
- Proposed honors program in Psychological Sciences
- Draft policy for the Establishment of New Schools/Colleges
- proposed space planning principles drafted by the Space Allocation and Planning Board in 2017 and submitted to the Senate for review by the EVC/Provost this academic year
- proposed revisions to Senate Bylaw II.IV.4.A regarding LASC membership
- University Extension Proposal - Non-Degree Certificate Program in Child Development and Care

Systemwide Review Items

- CAPRA reviewed and endorsed:
 - Proposed Revisions to Investigation and Adjudication Frameworks for Senate and Non-Senate Faculty and for Staff and Non-Faculty Academic Personnel under the Presidential SVSH Policy

- CAPRA reviewed and commented on:
 - proposed revisions to Senate Bylaw 336 which changes the way in which divisional P&T Committees currently operate with regard to disciplinary cases of sexual violence and sexual harassment
 - Presidential Taskforce on Universitywide Policing Policies

Respectfully submitted:

CAPRA members:

Jessica Trounstine, Chair (SSHA) – UCPB representative

Patti LiWang, Vice Chair (SNS)

Anne Kelley, Senate Vice Chair (SNS)

Mukesh Singhal (SOE)

Reza Ehsani (SOE)

Kathleen Hull (SSHA)

Student Representatives:

Sona Garsevanyan, GSA

Stevan Colin, ASUCM

Senate Staff:

Simrin Takhar

COMMITTEE ON RESEARCH (COR)
ANNUAL REPORT
AY 2018-2019

To the Merced Division of the Academic Senate:

During the 2018-2019 academic year, the Committee on Research (COR) held a total of 16 regularly scheduled in-person meetings in order to conduct business with respect to its duties as outlined in UC Merced's Academic Senate [Bylaw II.III.7](#). Beyond these in-person meetings, some additional business was completed via electronic mail discussions.

Areas of Focus

Administering the Academic Senate Annual Faculty Research Grants Program

One of the main recurring responsibilities of COR is administering the Academic Senate faculty research grants program. The committee devoted portions of several meetings during the year to discuss ways to improve the program, including improving the processes leading to the competitive assignment of awards. As in the previous year, \$175,000 was made available for the program by the EVC/Provost.

Ultimately, the call for proposals remained largely unchanged from last year's version. The most significant modification to this year's call was a re-ordering of the criteria on which COR assessed the proposals so that time since last award would be prioritized over distributing grant funds equitably across the three Schools. (However, COR still achieved the latter.)

COR elected to shift the grants process to an earlier timeline mainly to accommodate faculty members who need to appoint graduate students in a timely manner to work on summer projects. The new timeline was also necessary due to the introduction of UC Path, which requires faculty to make hiring decisions somewhat earlier than was the case prior to the implementation of UC Path.

A call for proposals was electronically issued to all Academic Senate faculty members on November 16, 2018 with a deadline for submissions of January 22, 2019. At its February 13 meeting, COR members conducted final rankings of the 42 received grant proposals, and selected 27 awardees according to the stated criteria in the call for proposals. All of the funds (\$175,000) that were allocated to the Senate for the grants program were used. Grant recipients, together with their deans, EVC/Provost, and appropriate School staff, were notified electronically, with award letters, on February 14.

In subsequent meetings, COR members discussed ways to seek additional funding for the Senate faculty grants program, as the funding allocated to the program is not commensurate with the

number of Senate faculty on campus. Committee members' initial suggestions included heavier campus engagement in donor relations to seek additional funds through cost-matching arrangements with collaborators in industry; possibly adding a requirement in future calls for proposals that PIs must identify an external partner to match funds; and cutting various administrative costs on campus and use the saved funds for the grants program. Another suggestion involved incentivizing the publication of research in prestigious venues, i.e. faculty members would be awarded funds that is 100 times the impact factor of the journal in which the papers appear. And if the lead author of a journal article is a student, then the student would receive a stipend that is 100 times the impact factor of the journal.

COR will continue this discussion in the next academic year.

Revision of Academic Senate Policy on the Establishment and Review of Research Units

This year, COR completed the second of its two-phase project to revise the 2014 Senate policy on the establishment and review of research units. (The first phase was completed in AY 2017-2018 when COR revised the 2014 policy in order to provide detail on the establishment and review of Core Facilities. Division Council endorsed the new Core Facilities policy and submitted it to the former Provost/EVC in spring 2018.)

In AY 2018-2019, COR revised the component of the 2014 policy that relates to the establishment and review of organized research units (ORUs). Using UC San Diego's ORU policy as a guide, COR formed a subcommittee that took the lead on drafting a comprehensive policy on ORUs. In March 2019, after several iterations of the draft policy and much discussion in committee meetings, COR submitted to Division Council a proposed policy for the establishment, review, and closure of ORUs. The policy also included procedures for ORU budgets and personnel, as well as directors, advisory committees and executive committees. Division Council distributed the draft policy to Senate committees, ORU directors, and School Executive Committees for review. In late spring 2019, Division Council submitted the full set of comments to COR for consideration. COR will examine the comments in AY 2019-2020 and will draft a revised ORU policy for resubmission to Division Council.

Senate Awards for Distinguished and Early Career Research

COR is responsible for the review of nominations for the annual Academic Senate awards for Distinguished Research (tenured) and Distinguished Early Career Research (untenured). In order to execute this duty, COR formed two subcommittees, one for each award, and these subcommittees each selected one nominated individual for receipt of the corresponding award. As in previous academic years, COR was struck by the outstanding nominees in both categories. The awardees were recognized at the April 15, 2019 Meeting of the Division of the Academic Senate.

Limited Submission Proposals

As in the previous academic year, COR was requested by the Office of Research Development Services (RDS) and Vice Chancellor for Research & Economic Development (VCORED) Sam Traina who is an ex-officio, non-voting member of COR, to review the campus policy on limited submission proposals. This year, RDS posed specific questions on which they invited COR's input: 1) Who should review at the Dean/ORU Director nomination stage if the PI/applicant is the Dean or ORU Director? 2) Should RDS institute a standardized rubric for reviewers to use in their review of proposal? and 3) For opportunities that have 0 applicants, should RDS announce these opportunities to the campus again? COR provided the following suggestions: 1) VCORED should select a qualified member of the faculty (e.g. ORU director can be chosen to review a dean's proposal and a dean can be chosen to review an ORU director's proposal) to conduct the review; 2) COR agreed with the rubric; and 3) in these instances, applicants should only submit their proposed budgets, space requirements, and cost-sharing needs. If the campus does not have the capacity to support the work proposed by the applicant, then the applicant should not move forward with submitting a full proposal. In spring 2019, COR submitted their input to RDS for consideration.

Consultation and Monitoring

Consultation with VCORED

Throughout the academic year, COR members benefited from updates on various research-related issues from ex-officio committee member, VCORED Traina. In spring 2019, the COR chair established a bi-weekly consultation with the VCORED due to scheduling challenges that prevented the VCORED from attending some COR meetings.

- VCORED Traina shared various updates with regard to the federal government's proposed restrictions of research collaborations between the U.S. and China. Led by a bi-partisan faction of Congress, and prompted by security concerns, the restrictions may include, but are not limited to, revising the length of student visas for Chinese nationals who work in the U.S. If restrictions are implemented, UC faculty who conduct research in China and with Chinese entities will be adversely impacted. The UC system, as a leading research university, monitored developments throughout the academic year.
- VCORED Traina kept COR members informed about his efforts to restructure the campus contracts and grants process. This effort is a continuation from his initiative last year in which the campus retained the services of a firm to review the contracts and grants process and identify areas of improvement. VCORED Traina empaneled a Grants Working Group to provide advice on the reorganization of the pre-and post-award management process. A COR member served on this Working Group this academic year.

- COR consulted with VCORED Traina on the campus's indirect cost return formula which was also discussed in the meetings of the campus Budget Working Group (see below).
- VCORED Traina kept COR members informed of updates on the federal government shutdown that occurred this academic year that negatively affected faculty's research.

Campus Academic Planning Working Group

The Academic Planning Working Group (APWG) was established last year by the Chancellor and comprised both Senate faculty and administrators. The APWG was reconstituted this year with new membership and the COR chair formally joined the APWG in spring 2019. The COR chair kept the committee updated in spring 2019 of the APWG's main functions.

The APWG was tasked by its co-chairs (the EVC/Provost and the CAPRA chair) with three goals:

- 1) Develop a set of aspirational goals for the campus that will enable fulfillment of a UC-level research mission (achievement of R1 status), and that will guide, at the institutional level, multi-year academic planning and resource allocation as the campus moves into the post-2020 Project period;
- 2) Develop criteria, quantitative and qualitative, to evaluate the campus's efforts in meeting these institutional goals and to guide multi-year academic resource allocations that are predictable and sustainable;
- 3) Develop a process for conducting multi-year academic resource requests that appropriately involves and empowers existing Senate review structures (i.e., school ECs, CAPRA).

The APWG formed three subcommittees (Criteria, Process, and Strategy) to executive these goals and held a series of faculty town halls to elicit faculty feedback on reaching R1 status and the utility of using Carnegie indices.

In spring 2019, the APWG submitted their report and recommendations to the Senate for review. Division Council issued the report to Senate committees, including COR, for review and comment. COR had many constructive comments and submitted them to Division Council in spring 2019.

Campus Budget Working Group

Also empaneled last year and reconstituted in this academic year was the Budget Working Group (BWG). A COR representative served on the BWG throughout the academic year, and that COR member kept COR informed throughout the academic year on the main topics of BWG discussion. The BWG was broadly tasked with developing an instructional budget policy (academic budget planning), campus budget policy (carry forward policy), and revenue-generating programs. The main topics of BWG discussion this year were indirect cost return policy, salary recovery policy, Library funding model, and Summer Session and Extension planning

Consultation with Director of Space Planning & Analysis

In fall 2018, Director of Space Planning & Analysis Maggie Saunders attended the meetings of certain Senate committees, including COR, to obtain feedback on the space allocation plan (issued to campus in fall 2018) and to determine which issues can be resolved before final decisions on allocations are made. Her discussion with COR members included topics about space in the new computational building, backfill space in COB 1 and COB 2, and various types of space in the new buildings (laboratory and Core Facilities).

Consultation with Interim Vice Chancellor & Chief Financial and Administration Officer

At COR's request, Interim Vice Chancellor & Chief Financial and Administration Officer Michael Riley attended a COR meeting in spring 2019 to update members on composite benefit rates for post docs. Interim Vice Chancellor Riley announced that as of July 1, 2019, the campus will be dividing post docs from faculty in the composite benefit rate calculations. Faculty should expect to see this change in the general ledgers in August or September 2019 as the modification has to be approved by the appropriate entity in the federal government. Whenever the new rate is implemented, it will be made retroactive to July 1, 2019. Other UC campuses also separate post docs from faculty in the composite benefit rate calculations, and UC Merced elected to do the same after analyzing the cost benefits to the campus.

Consultation with Campus Biosafety Officer and the Director of Policy & Accountability

COR appreciated joint consultations with Biosafety Officer, Aparupa Sengupta and Director of Policy & Accountability, Sheryl Ireland. Dr. Sengupta updated CoR members on the high risk areas in which the campus is now compliant. She also shared the following accomplishments: implementing the Bio occupational health program, working on recombinant DNA/viral vector/gene editing risks and management training (online module), working on resource development for high containment labs, updating the EH&S webpage (for the bio program) for

easy navigation of the program and resources, implementing a new shipping program under EH&S for shipping bio-dangerous goods with DOT and IATA regulations.

Director of Policy & Accountability Sheryl Ireland reported to COR much improvement in the process of getting PIs into compliance by completing required trainings and addressing languishing items. Laboratory-related trainings have been added to the campus's online learning center and have been utilized by several individuals. New trainings including hazardous materials, fire safety, and controlled substances have been or will be added to the online learning center.

Consultation with Director of Procurement

Last year, COR members discussed systematic problems in the workflow governing purchasing, grant accounting, and central budgeting. Director of Procurement Joshua Dubroff attended two COR meetings last year to share various improvements in the procurement and purchasing process that his unit has made or is planning. In spring 2019, Director Dubroff and his staff members attended a COR meeting to announce the imminent launching of the Bobcat Buy system. Intended to replace the CatBuy system, Bobcat Buy is patterned on an Amazon-like ordering experience and will allow for, among other things, wide usage (including graduate students on fellowships); order tracking; the ability to save favorite FAUs for repeat orders; and approvals via a mobile app.

Consultation with IT

CIO Ann Kovalchick and her staff attended a COR meeting at the committee's request to clarify a few components of the campus's two-factor authentication policy that was instituted in fall 2018. Previous data breaches across the UC system prompted the campus to implement this new authentication system. One of COR's concerns was whether sufficient faculty consultation was sought before the policy was implemented. CIO Kovalchick reported that consultation occurred in the systemwide Senate.

University Committee on Research Policy Updates

The COR Chair represented UC Merced on the systemwide University Committee On Research Policy (UCORP). He kept the COR membership informed of UCORP's main topics of discussion throughout the academic year, including:

- composite benefit rates
- reviews of multi-campus research units
- consultation in generating the annual request for proposals for the Laboratory Fee Research Program

- interaction between the campuses and the National Laboratories
- negotiations between the UC system and publisher Elsevier
- impending regulations regarding research collaborations with China
- Status of UC ANR
- Policy and regulation for usage of drones

Campus Review Items

- COR reviewed and endorsed:
 - proposal for Psychology Honors Program
 - proposal from Social Sciences & Management academic unit to change name to Economics & Business Management
 - University Extension Proposal for Non-Degree Certificate in Child Development and Care
- COR reviewed and commented on:
 - Academic Planning Working Group report
 - draft Salary Recovery Policy
 - space documents submitted to the Senate by the EVC/Provost: “Office of Space Planning’s Role in the Faculty Hiring Process” and “Space Allocation and Assignment: Definitions, Process and Standards”
 - proposed revisions to Merced Division Regulations pertaining to Master’s Degree requirements
 - proposal to change the working title of L(P)SOEs to Teaching Professor
 - proposed space planning principles drafted by the Space Allocation and Planning Board in 2017 and submitted to the Senate for review by the EVC/Provost this academic year
 - draft policy to establish new Schools and Colleges
 - proposed revisions to Senate Bylaw II.IV.4.A regarding LASC membership

Systemwide Review Items

- COR reviewed and endorsed:
 - second Systemwide Review of Proposed Presidential Policy on Open Access for Theses and Dissertations
 - revised BFB-BUS-46 Policy regarding the use of vehicles and driver selection
- COR reviewed and commented on:
 - proposed APM 011 pertaining to Academic Freedom for Non-Faculty Academic Appointees
 - UC Center Sacramento Assessment Report

- interim Policy on Immigration Enforcement Issues Involving Patients in UC Health Facilities
- proposed revisions to Senate Bylaw 336 which would change the way in which divisional P&T Committees currently operate with regard to disciplinary cases of sexual violence and sexual harassment
- draft report from the UC ANR Advisory Committee
- revised Presidential Policy on Sexual Violence and Sexual Harassment
- proposal to consolidate UC-Mexico Entities
- UC Research Grants Program Office assessment report

Respectfully submitted:

COR members:

Michael Scheibner, Chair (SNS) – UCORP representative

Anand Subramaniam (SOE)

Stephen Wooding (SSHA)

Miguel Carreira-Perpiñán (SOE)

Brad LeVeck (SSHA)

Emily Moran (SNS)

Shilpa Khatri (SNS)

Xuecai (Susan) Ge (SNS) – spring 2019

Ex officio, non-voting member:

Samuel J. Traina, Vice Chancellor for Research and Economic Development

Staff:

Simrin Takhar

COMMITTEE ON RULES AND ELECTIONS

ANNUAL REPORT

2018-2019

To the Merced Division of the Academic Senate:

In academic year 2018-2019, the Committee on Rules and Elections (CRE) conducted business via teleconference, email, and in-person meetings with respect to its duties as outlined in UCM [Senate Bylaw II.III.7](#).

The Committee on Rules and Elections (CRE) issues formal Legislative Rulings to resolve disputes or clear up ambiguities regarding Senate authority, procedures, or jurisdiction. Legislative Rulings are binding unless modified by subsequent legislation or action from the Board of Regents. CRE also prepares and reports to the Division, or to any of its Faculties, such changes and additions to their Bylaws and Regulations proposed by other committees or by individuals; edits and publishes the Manual of the Merced Division at such intervals as it deems expedient; and determines whether a person meets the conditions for membership in the Division.

The Divisional Council received regular updates on CRE activities from CRE Chair Christopher Viney. The Chair of CRE also serves as the [Division Secretary/Parliamentarian](#).

The issues that CRE considered and acted on this year are briefly summarized below.

Elections

The first Call for Nominations for four positions on the Committee on Committees (CoC) and two At-Large members of the Divisional Council (DivCo) was distributed to Senate members on January 28, 2019. Complete forms were due to the Senate Office on February 7, 2019. Having received an insufficient number of nominations, the Call was extended twice: to February 19 and March 1, 2019. Following these two extensions to the deadlines, the Senate Office received four of eight requested nominations for the CoC positions, and two of four required nominations for the DivCo At-Large positions. Per Division [Bylaw I.III.5.B](#):

“Before February 1 each year, the Secretary will initiate the election of the Divisional Representatives. Election of Divisional Representatives will be by ballot in accordance with Bylaw Part II. Title III. 3. C. If the total number of nominations received is not equal to at least twice the number of positions to be filled, the Committee on Committees will make nominations, if any, up to at least the number of positions to be filled.”

Subsequently, to meet the Bylaw requirement, CRE requested the assistance of the CoC in identifying two additional nominees for the At-Large seats on the Divisional Council. CRE also requested four additional nominees for the CoC vacancies.

On April 3, CoC was able to identify two additional SSHA faculty for the CoC vacancies. Regarding the DivCo At-Large members, CoC was able to fulfil the request for two additional nominees from the School of Engineering. As such, CRE had only six of the eight nominations implied by Division [Bylaw I.III.5.B](#). Given that Division Bylaw does not address this circumstance, on April 3, DivCo endorsed CRE’s course of action:

- Exempt the 2019 Senate Elections from Division [Bylaw I.III.5.B](#), which had been interpreted as requiring the total number of nominations for all open positions to be equal to at least twice the number of positions to be filled.
- Proceed with the Elections with the existing nomination slate.

- Consider revisions to Division Bylaws to address the concerns discussed at the April 3 DivCo meeting, and to avoid a similar circumstance for future election cycles.

The Election ballots were distributed on April 8, 2019. Results were announced on April 17:

Elected Members of the [Committee on Committees](#) for two-year terms:

- Professor Wei-Chun Chin – SOE
- Professor Nicola Lercari – SSHA
- Professor Kara McCloskey – SOE
- Professor Sholeh Quinn – SSHA

Elected [Divisional Council](#) At-Large Members:

- Professor Erin Hestir (two-year term) – SOE
- Professor Mike Dawson (one-year term) - SNS

Memorial to the UC Regents

A Memorial to the Regents may be initiated by either the Assembly or by a Division. If a Memorial is initiated and approved by a Division, then the Memorial is sent to the Chair of the Assembly and the Chairs of all other Divisions. If at least three Divisions representing at least thirty-five percent of the membership of the Academic Senate have notified the Chair of the Assembly that the Memorial has been approved by their Divisions, the proposed Memorial shall be voted upon by all voting members of the Senate.

The [Fossil Fuels Memorial](#) was proposed by the San Francisco Division of the Academic Senate. The Memorial petitioned the Regents to divest UC's endowment portfolio of all investments in 200 publicly traded fossil fuel companies with the largest carbon reserves.

On April 17, members of the Merced Division of the Academic Senate were invited to vote on the Memorial. The vote closed on Wednesday, May 1. The Memorial was approved with 101 votes in favor, 10 opposed, and 6 abstentions. In accordance with [Senate Bylaws](#), the results were reported to systemwide Senate Chair May and all UC Senate members were invited to vote on the Memorial. UCM Senators were invited to vote on June 5, 2019. The voting period closed on June 20, 2019. A total of 89 ballots were returned with 83 in favor and 6 against. There were no invalid ballots. In keeping with Senate Bylaw 90, the outcome of the vote was reported to Andrew Dickson, Secretary/Parliamentarian on the Assembly of the Academic Senate, on June 25, 2019.

CRE Rulings

CRE was asked by Undergraduate Council (UGC) to provide a ruling related to potential conflicts of interest for members of UGC who also sit on the General Education Executive Committee. On May 9, 2019, CRE ruled as follows:

It is incumbent on every faculty to be diligent, careful, and thoughtful in declaring any potential conflict of interest. In keeping with the UGC conflict of interest policy, “In “grey areas” where a UGC member is uncertain regarding recusal, the member may disclose the potential grounds for recusal to the UGC Chair and the UGC Analyst. The Chair may then determine whether the member should recuse himself or herself, or the Chair may seek the advice of other Council members in making this determination. The Chair or members may suggest that a member abstain from voting when a conflict of interest exists. The Chair should consult the whole Council regarding potential grounds for his/her own recusal. In making its determination regarding recusal in “grey areas”, the Council will take into account the fact that, by design, each member brings valuable and unique expertise to the Council as a whole.”

Items Reviewed by CRE¹

CRE opined on the following campus and systemwide review items.

CRE endorsed the

- i. Proposal from University Extension to Establish a New Non-Degree Certificate in Child Development and Care (CDC)
- ii. Proposed revisions to its conflict of interest policy
- iii. Proposal to change the working title of Lecturers with Security of Employment (LSOEs) to Teaching Professors
- iv. Proposal to change the name of the Social Science and Management Academic Unit to Economics, Business and Management
- v. Proposal to establish the Economics B.S. Major, effective Fall 2020
- vi. Proposed new APM – 011: Academic Freedom, Protection of Professional Standards, and Responsibilities of Non-Faculty Academic Appointees.

CRE commented on the

- i. Proposed Revised Presidential Policy on Sexual Violence and Sexual Harassment (SVSH)
- ii. Proposed revisions to the UCEP and policy for the Awarding of Posthumous Baccalaureate Degrees
- iii. Proposed Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information
- iv. Proposed revisions to UCM's [Bylaw II.IV.4.A](#) addressing the membership of the Committee for Scholarly and Library Communication
- v. Proposed Principles to Guide the Use of Executive Session. A revised set of Principles was subsequently approved by CRE on February 13, 2019
- vi. Proposed policy for the Establishment of New Schools/Colleges
- vii. Proposal for an undergraduate Honors program within the undergraduate Psychological Sciences degree program
- viii. Proposed revisions to systemwide [Senate Bylaw 336](#)-Privilege and Tenure: Divisional Committees – Disciplinary Cases
- ix. Proposed revisions to the SVSH Investigation and Adjudication Framework for Senate and Non-Senate Faculty and the SVSH Investigation and Adjudication Framework for Staff and Non-Faculty Academic Personnel
- x. Draft Charge for the Enrollment Strategy Committee proposed by the Provost/EVC
- xi. Two draft Space Planning Proposals:
 - a. The Office of Space Planning's Role in the Faculty Hiring Process
 - b. The Space Allocation and Assignment: Definitions, Process and Standards
- xii. UCM Extension proposal for a Teacher Preparation Program, Multiple Subject Credential and Single Subject Credential
- xiii. BOARS proposal for a UC Transfer Student Admission Guarantee
- xiv. Proposed Revisions to [Senate Regulation 636.E](#) – UC Entry Level Writing Requirement
- xv. Materials prepared by the Academic Planning Working Group in response to the working group's charge
- xvi. Chairs' Duties worksheet prepared by the Transition Oversight Committee – a committee tasked with overseeing school restructuring.
- xvii. Interim Policy for Responding to Immigration Enforcement Involving Patients on UC Health Facilities

¹ CRE Memos are available on the committee's Box site

The following items will be revisited in the future:

- i. Campus wide Conflict of Interest Policy
- ii. Division Bylaws and Regulations

Respectfully submitted,

Christopher Viney, Chair, Merced Divisions Parliamentarian/Secretary (ENGR)

Anna Song, Vice Chair (SSHA)

Christine Isborn (SNS)

Boaz Ilan (Fall semester, SNS)

Staff: Fatima Paul, Associate Director, Senate Office (UGC, AFAS, CRE, and D&E)

COMMITTEE FOR DIVERSITY AND EQUITY ANNUAL REPORT

AY 2018-2019

To the Merced Division of the Academic Senate:

The Committee for Diversity and Equity (D&E) acts for the Division in all matters of equality and diversity in general, and in particular in reference to underrepresented faculty populations. This includes initiating studies and reports on campus diversity and equity, and evaluating institutional policies and procedures as they relate to equity and diversity. D&E maintains liaison with the [University Committee on Affirmative Action, Diversity and Equity](#) (UCAADE). Professor Asmeret Asefaw Berhe, Vice Chair of D&E served as the Merced Representative on UCAADE and provided regular updates at committee meetings.

D&E held a total of 6 in person meetings and conducted some business via email with respect to its duties as outlined in UC Merced's Senate Bylaw [II.III.6](#). The committee's major actions and discussions are highlighted in this report.

Faculty Equity Advisors

Per the "[Roles and Appointment Mechanisms of Faculty Equity Advisors](#)", Faculty Equity Advisors (FEAs) are appointed to work with search committees to ensure they follow recognized best practices to help develop a diverse applicant pool. The FEAs serve as advisors to the search, helping with the search plan and evaluation criteria; they also provide advice on resources that might be shared with candidates at the time of interviews. FEAs are appointed for a two-year term by D&E, the school deans and Vice Provost for the Faculty (VPF), and undergo training to help them support their colleagues in this important task.

The AY 18-19 FEAs were:

- SNS: Professor Chris Amemiya, SNS
- SSHA and SoE: Professor Tanya Golash-Boza

In October 2018, D&E issued a memo to the FEAs with the reminder that per Regents Policy 4400, diversity does include that of sexuality and gender expression, and reminded FEAs to take into account all types of diversity when proffering advice to deans and faculty search committees.

D&E met with the FEAs on December 6 to hear their reports on faculty recruitment in the context of their roles. Based on their feedback and the crucial importance of their roles, D&E hopes that the UCM leadership will explore ways to empower FEAs to make decisions related to faculty hires. D&E met with Provost Camfield on March 19 and looks forward to the Provost's help in making sure FEAs feel empowered.

On May 16, 2019, D&E issued a Call for Nominations for an Engineering FEA.

As of July, 2019 no nominations have been submitted.

Senate Award – Contributions to Diversity

D&E approved the formation of a new Senate Award for Contributions to Diversity. The committee will revise the Call in Fall 2019 to specify that members of D&E are not eligible for this award.

D&E hopes that the Senate leadership will advertise all Senate Awards in AY 19-20 to help increase the pool of nominees.

Voting Procedures

D&E opined on CRE's revised, recommended voting procedures and continues to express concern over the "at or above rank of application" rule. The committee welcomes the opportunity to assist in a revised set of procedures.

Faculty Hiring

D&E was made aware of CAPRA's recommendation to the Provost/EVC on a percentage of lines to hold in reserve for faculty hiring outside the normal process: spousal/partner hires and targets of opportunity and excellence hires. D&E and FWAFF sent a joint memo to CAPRA on this matter, encouraging the Provost to utilize this reserve to increase faculty diversity in faculty hiring. CAPRA recommended that the EVC/Provost reserve 20% of the next 100 faculty FTE lines for target of opportunity hires and spousal hires. CAPRA also recommended that the EVC/Provost develop a transparent procedure for the allocation of these faculty FTE lines.

D&E will revisit this topic following feedback from the Provost.

Campus and Systemwide Review Items

D&E opined on various campus and systemwide review items, including:

- University Extension proposal to establish a new Non-Degree Certificate in Child Development and Care (CDC)
- CRE's Revised Voting Guidelines
- Principles to Guide the Conduct of Executive Sessions
- Draft UCM Policy for the Establishment of New Schools and Colleges
- Presidential Policy BFB-RMP 7, Protection of Administrative Records Containing Identifiable Information
- Revised SVSH Frameworks for Senate and Non-Senate Faculty, and for Staff and Non-Faculty Academic Personnel
- Proposed New APM 011, regarding academic freedom for non-faculty academic appointees (new APM extends academic freedom and responsibilities of faculty members to non-faculty academic appointees)
- Chair Duties Proposed by the Transition Oversight Committee
- UC Center Sacramento Assessment Report

- Academic Planning Working Group Documents
- Interim Policy for Responding to Immigration Enforcement Involving Patients on UC Health Facilities
- Proposal to Use the Title of Teaching Professor working title, specifically:
 - Assistant Teaching Professor for those holding a LPSOE payroll title
 - Associate Teaching Professor for those holding a LSOE payroll title
 - Full Teaching Professor for those holding a Sr. LSOE payroll title
- Revised Presidential Polity on Sexual Violence and Sexual Harassment
- Revised Senate Bylaw 336 (with regard to the handling of disciplinary cases and when hearings should be scheduled)
- UC Transfer Guarantee Proposal
- Revised Senate Regulation 636.E (regarding the Entry Level Writing Requirement)

Consultations

D&E consulted with AVPF Zulema Valdez, VPF Matlock and Provost/EVC Camfield on issues related to increasing diversity among the faculty, to enhance faculty recruitment activities, including strategies surrounding Presidential Postdoctoral Fellows, and the establishment of an Endowed Chair focused on diversity, scholarship, research and education.

D&E looks forward to future collaborations with the senate and administrative leaderships.

Respectfully submitted,

Clarissa Nobile, Chair (SNS)

Asmeret Asefaw Berhe, Vice Chair and UCAADE representative (SNS)

Ahmed Arif, PROC Representative (ENGR)

David Jennings (SSHA)

Kurt Schnier, Senate Chair (SSHA), ex-officio

Anne Kelley, Senate Vice Chair (SNS), ex-officio

Teenie Matlock, Vice Provost for the Faculty, ex-officio

Fatima Paul, Senate Associate Director

COMMITTEE ON FACULTY WELFARE & ACADEMIC FREEDOM (FWAF)
ANNUAL REPORT
AY 2018-2019

To the Merced Division of the Academic Senate:

In AY 2018-2019, FWAF held a total of 4 regularly scheduled in-person meetings in order to conduct business with respect to its duties as outlined in UC Merced's Senate Bylaw [II.IV.5](#). Some additional business was completed via electronic mail discussions.

Areas of Focus

Non-Senate Faculty/Unit 18 lecturer workload

In fall 2018, FWAF consulted with three faculty members representing L(P)SOEs/Teaching Professors at UC Merced to discuss the need for an equitable and clear teaching load policy for these Senate faculty members. Teaching Professors have a teaching load equivalent to that of Unit 18 lecturers, with the additional service and professional activity obligations associated with the Teaching Professor position. FWAF acknowledged that there is unit-to-unit variation in the roles that Teaching Professors serve both on our campus and on other UC campuses. However, there is currently an exceptionally wide range in teaching loads for Teaching Professors across the UC system. FWAF asserted that having clarity on the course load for Teaching Professors is important for the construction of departmental instructional budgets moving forward.

In fall 2018, FWAF issued a memo to Division Council recommending that the campus draft a policy that sets a campus-based workload standard for the Teaching Professor series. An equitable workload would weight the teaching load as less than Unit 18 lecturers and more than the Professor series. The memo was discussed in a subsequent Division Council meeting. In spring 2019, FWAF Chair Hamilton and Senate Chair Schnier met with the three School Executive Committee chair to discuss the issue. Additional communication is forthcoming.

Child Care

An ongoing issue for FWAF is its advocacy for solutions to the challenges of after-school, holiday, and summer child care for UC Merced employees. In AY 16-17, FWAF issued a survey to all faculty, staff, post docs, and graduate students to elicit input on after-school and holiday child care. The results of the survey were transmitted to academic and administrative leadership. That year, FWAF sent a memo to the then-Senate Chair reiterating the three main concerns arising from the survey: 1) providing access to on-campus aftercare as well as summer and holiday programming for school-aged children; 2) affordability and accessibility at the ECEC; and 3) working with Merced schools to better synchronize academic calendars.

This academic year, FWAF resumed their discussion of child care, pointing out that appropriate

and convenient child care for faculty, staff, and students would be an important component in reaching R1 status. In spring 2019, newly-hired AVC for Auxiliaries Enterprises and Fiscal Innovation Alan Coker attended a FWAF meeting to consult with the committee about the challenges surrounding possible ECEC expansion and the recruitment and retention of the workforce. FWAF members discussed with AVC Coker the possibility of using current space on campus for child care, given that some campus groups are partnering with Playhouse Merced and other local entities to stage productions with children. On-campus child care may be more feasible than off-campus care as it eliminates the need for transportation and reduces insurance risk.

After AVC Coker's consultation with FWAF in spring 2019, FWAF Chair Hamilton held follow up conversations with him regarding the possibility of engaging Naomi Sukenik, co-founder of a successful child-directed play program and pop-up camps. Chair Hamilton also worked with UC Merced psychology faculty member Eric Walle whose research involves child development.

These child care issues will be carried over into the next academic year for FWAF's discussion.

Review and Selection of Applicants for the Faculty Success Program

UC Merced has an institutional membership with the National Center for Faculty Development and Diversity (NCFDD). All faculty have access to the general resources of NCFDD and are welcome to utilize these support tools to enhance their professional development. The office of the Vice Provost for the Faculty (VPF) earmarks additional funds to cover the tuition for three tenure-track Assistant Professors (one from each school) to participate in a 12-week, web-based professional development program organized by the NCFDD's Faculty Success Program. Historically, the VPF has asked FWAF to review the applications for the program, and help select applicants.

In spring 2019, FWAF reviewed the applications. As the VPF's office had enough funding for all applicants, FWAF recommended that all faculty members who applied for the program be selected to participate because all were meritorious. The VPF agreed to the committee's request.

Consultation

Consultation with Interim Vice Provost for the Faculty

FWAF appreciated the participation throughout the academic year of ex-officio, non-voting committee member, Interim VPF Teenie Matlock who emphasized her support for increasing diversity in faculty hiring.

Consultation with Associate Vice Provost for the Faculty

FWAF benefited from consultation with Associate VPF Zulema Valdez. She shared with FWAF her main initiatives/activities this academic year:

- 1) helping to execute former Provost Peterson's initiative to recruit two senior STEM faculty members who will be campus diversity leaders and mentors. Associate VPF Valdez worked with current EVC/Provost Camfield, deans, and department chairs on the recruitment process.
- 2) increasing campus engagement with the President's Postdoctoral Fellowship Program with the goal of recruiting fellows for UC Merced faculty positions.
- 3) assisting VPF Matlock and Vice Provost & Dean of Graduate Education Marjorie Zatz as they carry out functions related to the Andrew W. Mellon Foundation grant that was awarded to the campus in 2018 to help the campus further diversify its population of graduate students and faculty in the humanities and humanistic social sciences.
- 4) co-chairing the search for the Campus Diversity Officer.

Consultation with Administration

FWAF benefited throughout the academic year from consultation with various members of the administration who provided valuable updates and information.

As recounted above, AVC Alan Coker kept the committee informed on efforts to find solutions to challenges surrounding after school, holiday, and summer child care for UC Merced employees.

EVC/Provost Camfield engaged with FWAF with regard to the following:

- 1) campus implementation of the faculty salary increase plan. The EVC/Provost stated that he must consult with various campus stakeholders as part of academic planning. (UC President Napolitano issued a letter to campus Chancellors on May 30, 2018, to announce the plan for faculty salary increases.)
- 2) hearing FWAF's concerns about equity in teaching workload for Teaching Professors.
- 3) supporting FWAF, D&E, and CAPRA's joint advocacy for increasing diversity in faculty hiring. He voiced his approval of the three committees' recommendation that he reserve a percentage of FTE lines for target of opportunity hires .

Consultation with Faculty Representative on Police Advisory Board

Given that FWAF was one of the main campus stakeholders that worked with campus leadership in previous academic years to establish the Police Advisory Board (officially empaneled in AY 17-18) in response to the campus incident in fall 2015, FWAF maintains an interest in the Board's activities. The Board's faculty representative, Professor Kit Myers, provided a written update to FWAF in spring 2019. Professor Myers' update included the following points:

- 1) the Board is seeking to achieve early undergraduate and graduate student involvement as well as continuity on a year-to-year basis.

2) the Board is discussing the implementation of recommendations from the UC Presidential Task Force on Universitywide Policing.

3) the Board hosted a campus feedback forum in spring 2019.

Systemwide Committee Updates

- University Committee on Faculty Welfare (UCFW). FWAF member Jayson Beaster-Jones was the UCM representative to the UCFW, and kept FWAF members informed of the major items of discussion this academic year:
 - 1) Efforts to close the UC faculty salary gap. UC faculty salaries are over 8% lower than those at comparison institutions. The proposed plan is to increase faculty on scale salaries by 5% each year for the next few years, but this plan has not yet been approved. The rationale is to reduce investments in off scale portions of salaries and to bring on scale salaries up to an equitable level.
 - 2) UC Retirement Program is funded at 87% which is relatively high compared to the CSU system and at least one comparison institution. The state of the pension is strong, although the pension is being monitored by a systemwide task force.
 - 3) The UCFW Health Care Task Force reported that premiums for the UC Care health plan are increasing significantly for 2019. Systemwide representatives are engaged in conversations with UC Care and the future of the plan is unknown.
 - 4) UC Path rollout.

- University Committee on Academic Freedom (UCAF). FWAF Chair Hamilton represented FWAF on UCAF and updated FWAF members on the following major topic of discussion:
 - 1) Academic boycott of Israeli academic institutions and/or individual scholars. UC Chancellors reaffirmed their opposition to the boycott. UCAF members were unclear as to the purpose of the Chancellors' statement and discussed the difference between an institutional boycott and an individual's right to boycott an institution. UCAF has not taken action at the time of this writing.

Systemwide Review Items

- FWAF reviewed and endorsed:
 - proposed, new APM 011 regarding academic freedom for non-faculty academic appointees
 - second Systemwide Review of Proposed Presidential Policy on Open Access for Theses and Dissertations
 - recommendations from the Presidential Taskforce on Universitywide Policing Policies

- proposed Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information
- revised Presidential Policy on Sexual Violence and Sexual Harassment
- FWAF reviewed and commented on:
 - interim policy on Immigration Enforcement Issues Involving Patients in UC Health Facilities
 - proposed revisions to Senate Bylaw 336 which changes the way in which divisional P&T Committees currently operate with regard to disciplinary cases of sexual violence and sexual harassment
 - Sexual Violence and Sexual Harassment Academic Frameworks for Senate & non-Senate faculty and staff
 - proposed Presidential Policy "Principles of Accountability with Respect to Financial Transactions"

Campus Review Items

- FWAF reviewed and endorsed:
 - proposal to change the working title of L(P)SOEs to Teaching Professor
 - proposed principles to guide the conduct of executive session
- FWAF reviewed and commented on:
 - proposed Salary Recovery Policy as drafted by the campus Budget Work Group
 - proposed department chair duties document as drafted by the Transition Oversight Committee
 - draft proposal as generated by the Academic Planning Working Group
 - space planning documents submitted by the EVC/Provost: Space Allocation and Assignment: Definitions, Process and Standards and Office of Space Planning's Role in the Faculty Hiring Process
 - proposed space planning principles drafted by the Space Allocation and Planning Board in 2017 and submitted to the Senate for review by the EVC/Provost this academic year
 - revised voting guidelines, now titled UC Merced Voting Policies in Academic Personnel Cases

Respectfully submitted:

FWAF members:

Laura Hamilton (SSHA), Chair, UCAF representative

Carolin Frank (SNS), Vice Chair

Néstor Oviedo (SNS)

Sungjin Im (SOE)

Jayson Beaster-Jones (SSHA), UCFW representative

Ex officio, non-voting member:

Teenie Matlock, Interim Vice Provost for the Faculty

Staff:

Simrin Takhar

**COMMITTEE ON LIBRARY AND SCHOLARLY COMMUNICATIONS (LASC)
ANNUAL REPORT
AY 2018-2019**

TO THE MERCED DIVISION OF THE ACADEMIC SENATE

In AY 2018-2019, LASC held a total of four regularly scheduled in-person meetings in order to conduct business with respect to its duties as outlined in UC Merced's Senate Bylaw II.IV.4. Some additional business was completed via electronic mail discussions.

Areas of Focus

LASC focused on three main issues this academic year:

1) *Library Space and Funding*

LASC continued to assist the Library in advocating for adequate space and funding. In the absence of new Library space in the 2020 plan, LASC shared the Library's view that the next best outcome is to expand the number of quiet study spaces for students in the current Library space. Director of Space Planning & Analysis Maggie Saunders attended a LASC meeting in fall 2018 to announce that campus leadership approved the funding (derived from UCOP) for the Library furniture project required for the proposed addition of 180 quiet study spaces for students in the Library. The entire furniture/seating project is estimated to be completed in summer 2019 with the goal of installing quiet spaces on the fourth floor of Kolligian Library (KL) and non-quiet spaces on the second and third floors. The KL furniture plan also includes additional tables, study pods, and power sources. The Library is currently discussing how to configure the KL fourth floor collaborative rooms to establish quiet study space.

When LASC, along with other Senate committees, reviewed the proposed campus space allocation plan in fall 2018, committee members realized that the plan proposed allocating less than 30% (less than 15,000 square feet) of what the Library proposed in the proposal process. Furthermore, the plan indicated that the KL building will continue to be used partly for non-academic purposes rather than entirely for Library needs.

LASC and CAPRA collaborated on a memo to the Senate Chair that asserted that nationally, R1 research universities provide greater than 20 square feet of library space per student FTE (LS/FTE). UC Merced, on the other hand, provides only 9.95 square feet of LS/FTE. To bridge half the gap between UC Merced's current square footage of LS/FTE and the typical R1 allocation requires an additional 50,000 square feet of Library space. For example, our nearest UC peer, UC Santa Cruz, currently provides 13.33 square feet of LS/FTE, an allocation that UC Merced should aspire to equal if not surpass. The memo also reiterated that the Library is an academic unit that is critical to supporting and

advancing the learning, teaching, and research needs of faculty and students.

An important development occurred in spring 2019 when the Library was invited by the campus Budget Work Group to participate in the academic budget planning process. Both LASC and the Library staff were gratified that the campus has recognized the need for the Library to be included in future campus academic budget planning, especially given that the Library's collections budget has not increased in ten years commensurate with faculty and student growth. Librarian Haipeng Li reported to LASC throughout the academic year that there are four critical areas for the Library: 1) Library staffing (benchmarking); 2) Teaching and Learning (information literacy and student success); 3) Research Support (collections/archive growth and digitization management), and 4) FTE.

LASC members remained supportive of continual advocacy for the Library to receive increased funding for collections and operational funding (the latter includes professional development, technology, and facilities maintenance) in the context of the campus's overarching goal of achieving R1 research university status.

2) *Proposed Changes to LASC Bylaws*

In the last academic year, LASC members proposed, via memo to Division Council, revisions to the committee's bylaws related to its membership. Currently, the members of LASC serve on the committee by a virtue of their roles on other Senate committees, namely CAPRA, CoR, GC, and UGC. While LASC has greatly benefited from their various perspectives on library issues, additional faculty should be permitted to serve on LASC based solely on their interests in library and related matters. LASC therefore proposed a new, at-large membership model with members appointed by CoC, as is done on other Senate committees.

In the current academic year, LASC Chair Maria DePrano consulted with Division Council on LASC's proposed membership model revision. Council submitted to LASC several pieces of input. Taking into account Division Council's suggestions, LASC submitted a revised proposal, with draft, modified bylaw language to Division Council in spring 2019 proposing that the committee consist of at least five Senate faculty members with broad representation from schools.

In spring 2019, Division Council endorsed LASC's proposed, revisions to LASC's bylaws for campus review. The goal is for the Senate office to issue the revised bylaws for campus review at the beginning of the fall 2019 semester, with the hope of adding the revised bylaws to the agenda of the fall 2019 Meeting of the Division for a vote of the faculty present. (If quorum is not achieved at the meeting, then an electronic ballot will later be issued to Senate faculty.) If the proposed bylaw revisions are approved in fall 2019, the revised bylaws containing LASC's new at-large membership model will be implemented for AY 2020-21.

3) *UC Negotiations with Elsevier*

Throughout the academic year, LASC monitored the contract renewal negotiations between the UC system and the publisher Elsevier. The UC has systemwide subscriptions to approximately 1,200 Elsevier journals. The UC's goals in the negotiations were 1) a reduction of the university's publication costs and 2) open access for UC faculty publications. To keep faculty apprised of the negotiations, Library staff and LASC jointly held an all faculty open forum in fall 2018, and periodically forwarded to faculty the various systemwide communications and updates.

In spring 2019, the UC entered into a pilot agreement with Cambridge University Press. Under the pilot agreement, UC campuses will have subscriptions to Cambridge's collection of over 400 journals, and open access will be the standard option for UC faculty papers published in most of Cambridge journals. This is the UC's first open access pilot with a major publisher.

Consultation with University Librarian

LASC benefited from consultation and input from Librarian Li on an array of topics including updates on Library space and funding, announcements from the California Digital Library, open access issues, and UC negotiations with Elsevier and later Cambridge University Press.

Review Items

1) *Second Systemwide Review of the Proposed Presidential Policy on Open Access for Theses and Dissertations*

LASC was the lead Senate committee reviewer on the second systemwide review of the proposed Presidential Policy on Open Access for Theses and Dissertations. In its memo to the Senate Chair, LASC asserted that 1) students should be allowed to request an embargo independent of their advisors, as the students are the authors of their theses and dissertations and are therefore the copyright holder and 2) LASC reiterated its previous argument from the first round of review of this policy that the embargo period should be longer, up to six years, in order to allow for flexibility across the disciplines. LASC recognized that students in the sciences may wish to have their theses or dissertations available immediately. But students in the book fields (humanities and social sciences) may require additional time as dissertations can take several years to be published as a book.

2) *Proposed, New APM 011: Academic Freedom for Non-Faculty Academic Appointees*

This proposed, new section of the APM addressed the academic privileges, rights, obligations, and responsibilities of non-faculty academic appointees. In its memo to the Senate Chair, LASC endorsed the proposed, new APM section.

Systemwide Updates

LASC Chair Maria DePrano represented the committee on the systemwide University Committee on Library and Scholarly Communications (UCOLASC) and kept LASC informed of updates throughout the year. The main items of discussion at UCOLASC meetings included updates from the California Digital Library, the Elsevier negotiations, consultation with the editor of UC Press, and open access issues.

Respectfully submitted:

LASC members

Maria DePrano, Chair (SSHA) – UCOLASC representative
Kathleen Hull (SSHA) – CAPRA representative
Steve Wooding (SSHA) – COR representative
Andy LiWang (SNS) – GC representative
Justin Cook (SSHA) – UGC representative

Ex officio, non-voting members

Haipeng Li, University Librarian

Student Representatives

Stevan Colin, Undergraduate Student Representative
Katherine Shurik, Graduate Student Representative

Staff

Simrin Takhar

**GRADUATE COUNCIL
ANNUAL REPORT
2018-2019**

During the academic year 2018-2019, the Graduate Council (GC) met seventeen times in person and conducted some business via email with respect to its duties as outlined in UCM Senate Bylaw [II.IV.3.B](#). Over the course of the year, guest attendees included EVC/Provost Gregg Camfield, Vice Chancellor, Office of Research and Economic Development, Sam Traina, Associate Dean, Graduate Division, Chris Kello, Assistant Dean, Graduate Division, Jesus Cisneros, Graduate Division staff member, Eric Cannon, IT Project Manager, Melissa Tessier, Associate Registrar, Josh, Reinhold, and members of the Budget Development Team, Kurt Schnier and Romi Kaur. University Registrar Erin Webb participated in meetings as a consultant to the committee. A summary of Graduate Council's business for the year follows.

GC ADMINISTRATIVE ORGANIZATION

GC operated with two standing subcommittees that met primarily via email throughout the year. The CRF Subcommittee reviewed all requests for new graduate courses and modifications to existing courses, with its recommendations put to the Council as a whole. Likewise, the Policy Subcommittee made recommendations to the Council as a whole regarding all graduate-related policies, including Graduate Group Policies and Procedures. Subcommittee memberships were as follows:

CRF Subcommittee:

- Fall 2018 membership: Fred Wolf (SNS), Chih-Wen Ni (SoE), Rose Scott (SSHA)
- Spring 2019 membership: David Ardell (SNS), Chih-Wen Ni (SoE), Rose Scott (SSHA)

Policy Subcommittee: LeRoy Westerling (SoE), Hrant Hratchian (SNS), and Teamrat Ghezzehei (SNS)

Andy LiWang led GC's oversight of graduate fellowships and awards. To manage workload associated with recruitment and continuing fellowships, applicant reviews were conducted by a panel of faculty members recruited from graduate groups and that included GC member LiWang. GC reviewed the panel's rankings and made a final recommendation to the Graduate Dean. Applications for the Outstanding Teaching Award and the Shadish Award were reviewed by the GC membership itself, again with recipient recommendations made to the Graduate Dean. As in prior years, GC devolved responsibilities for more specialized, smaller fellowships entirely to the Graduate Division.

PROPOSALS FOR NEW PROGRAMS OR REVISIONS TO EXISTING PROGRAMS

Over the course of the year, GC approved the following:

- A request from the Public Health Graduate Group to revise the program's degree title to Master of Science in Public Health (MSPH) from an M.S. in Public Health (M.S. in PH)
- A proposed concentration in Ecology and Evolutionary Biology in the Quantitative and Systems Biology graduate degree program, effective Fall 2019
- A proposal to establish a distance education version of the existing *UC Merced Extension Teacher Preparation Program, Multiple Subject Credential and Single Subject Credential*. On April 11, 2019, it approved a revised version of the proposal submitted clarifying the number of units required to complete the non-degree program.

GRADUATE COURSE REQUESTS

GC approved 46 requests for new courses or revisions to existing courses, including seven University Extension courses.

GRADUATE STUDENT APPOINTMENTS AS INSTRUCTOR OF RECORD FOR UPPER DIVISION COURSES

GC considered, and approved jointly with UGC, 18 requests to appoint graduate students as instructors for

upper division courses. GC also approved requests for nine reappointments.

NON-SENATE FACULTY APPOINTMENTS TO INSTRUCT GRADUATE COURSES

GC approved one petition for a non-Senate faculty member to teach a graduate course.

GRADUATE EDUCATION POLICIES

GC undertook the following actions regarding graduate education policy:

- *Distance Education*: Advised University Extension that a proposal is required to establish a distance education version of an existing program, on the basis that, while the academic content of the program will not change, the resources needed to deliver the program will.
- *Non-Senate faculty eligibility to instruct graduate level courses*: GC revised its policy on Non-Academic Senate Faculty Eligibility to Teach Graduate Courses delegating the authority to grant exceptions to the Graduate Dean on behalf of GC. Annually, the Graduate Dean will issue a report to GC summarizing data describing exceptions requested and their resolution.

GC also initiated a review of the effectiveness of Curriculog, the campus's course request management system, one year after its implementation. With the support of an IT Project Manager and in collaboration with the Registrar's Office, interviews were conducted with stakeholders representing all user types. Upon review of the resulting report, GC recommended the formation of a work group in 2019-2020 to review CRF policy with the goal of increasing the efficiency of the CRF process.

GRADUATE GROUP POLICIES AND PROCEDURES AND BYLAWS

GC approved, effective fall 2019, revisions to the Policies and Procedures of the following programs:

- Applied Math
- Electrical Engineering and Computer Science
- Management of Complex Systems
- Physics
- Psychological Sciences

GC also approved the MIST Graduate Group's request for an exception to campus admissions policy allowing the substitution of GMAT for GRE scores for student admission to the Management of Complex Systems (MCS) MS/PhD degree programs. In approving this request, GC noted that this arrangement was proposed in the approved CCGA proposal.

GC approved revisions to the Bylaws of the following program: Public Health.

SENATE AWARDS

GC recommended Miriam Barlow for the Senate's Distinguished Graduate Teaching / Mentorship Award.

GRADUATE PROGRAM REVIEW

GC's PROC Liaison, Maria DePrano, kept GC abreast of the academic program review processes for the Quantitative Systems and Biology and Psychological Sciences programs. This includes making recommendations regarding the charge to the associated program review teams and discussion of the resulting team reports. Via GC's PROC liaison, GC also made recommendations on GC's role in the review process, including the role of the PROC liaisons in review team site visits.

REVISIONS TO DIVISION REGULATIONS

GC recommended to the Division, and the Division adopted at the 2019 Spring Meeting of the Division, revisions to Division Regulations reducing the minimum number of units for a Plan II master's degree to 24 from 30. The revisions, which addressed the disparity between the minimum number of units required under Plans I and II, the thesis and comprehensive exam options respectively, enable coursework to be finished in one-year and make the

number of units divisible by 12 (the number of units considered full-time for a graduate student).

CONSULTATION WITH ADMINISTRATION

Over the course of the year, GC consulted with the administration on various topics, select highlights are as follows:

- *Space Planning for Graduate Programs*: At its October 2, 2018 meeting GC consulted with the Executive Director for Space Planning and Analysis. Members highlighted the importance of geographic proximity to the development of intellectual community foundational to graduate education.
- *Campus Instructional Budget*: At its October 18, 2018 meeting, GC consulted with members of the Budget Development Team on the development of the campus' instructional budget. Members emphasized the department-centric model must appropriately support interdisciplinary graduate groups and urged this aspect of the model be assessed for adequacy during its pilot phases. Members also emphasized that resourcing for graduate education must be planned in its own right, not simply driven by undergraduate budget planning, and highlighted teaching assistantships as an example of the inherent connections between undergraduate budget planning and graduate educational needs.
- *Graduate Student Funding*: The administration initiated development of a graduate student funding model. As part of this effort, data provided by Graduate Division indicated that per capita graduate student funding had been declining at UC Merced and was lower than that for sister campuses for which the campus has data. Noting that the amount of funding was more important than the funding model, GC developed a memo to the administration, which was endorsed by Divisional Council, highlighting the need for increased graduate student support and, more generally, an increased focus on support for graduate education and research as part of the campus' goals for achieving R1. The memo informed a commitment from the Provost to halt any further decline in per capita graduate student funding and over time gradually increase support.

CAMPUS AND SYSTEM REVIEW ITEMS & OTHER SENATE CHAIR REQUESTS FOR COMMENT

GC offered comment or otherwise took action on the following review items.

Campus Review Items

- Commented on the proposal from University Extension to establish a new *Non-Degree Certificate in Child Development and Care (CDC)* (9/18)
- Endorsed with comments *Recommended Voting Policies in Academic Personnel Cases* (10/9)
- Commented on *Proposed Revisions to Bylaws II.IV.4.A – LASC Membership* (10/9)
- Endorsed the proposed *Principles to Guide the Conduct of Executive Session* (11/8)
- Commented on revisions to the campus's policy governing the award of posthumous degrees proposed by UGC (11/27)
- Commented on the proposed *Campus Space Management Principles* (12/13)
- Commented on the proposed *Policy for the Establishment of New Schools or Colleges* (12/21)
- Endorsed the proposal to rename the Social Science and Management (SSM) department to Economics, Business and Management (EBM) (2/14)
- Commented on the *Proposal for an Economics B.S.* (2/22)
- Endorsed with comments the draft charge to the Enrollment Strategy Committee (2/25)
- Commented on the draft campus space planning document *Space Allocation and Assignment: Definitions, Process and Standards* (3/11)
- Commented on the draft space planning document the *Office of Space Planning's Role in the Faculty Hiring Process* (3/11)
- Commented on the draft *Salary Recovery Policy* (4/22)
- Endorsed the draft *Policy on the Establishment, Disestablishment, and Review of Organized Research Units* (4/22)

- Commented on the proposal by the Academic Planning Work Group (5/6)
- Endorsed UGC's decision regarding the *Proposal for an Economics B.S.*, following review of the department's response to GC's comments (5/6)
- Commented on implementation sequencing of department chair duties proposed by the Transition Oversight Committee (5/8)

System Review Items

- Endorsed the proposed revisions to *Presidential Policy on Sexual Violence and Sexual Harassment* (11/19)
- Endorsed the proposed revisions to *Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information* (11/19)
- Commented on proposed changes to *UC Presidential Policy BFBBUS- 46 (Use of Vehicles and Driver Selection Policy)* (11/19)
- Endorsed the *Presidential Task Force Recommendations on Universitywide Policing* (12/13)
- Commented on proposed UC systemwide *Open Access Policy for Dissertations and Theses* (2/25)
- Endorsed the proposed draft revisions to the Sexual Violence and Sexual Harassment (SVSH) *Investigation and Adjudication Framework for Senate and Non- Senate Faculty* and the *Investigation and Adjudication Framework for Staff and Non-Faculty Academic Personnel* (2/25)
- Endorsed proposed revisions to *Senate Bylaw 336* (2/25)
- Commented on the report summarizing the UC system's assessment of the UC Center Sacramento (5/8)

Other

- Commented on a proposal from the Committee on Diversity and Equity to integrating diversity into academic program review (2/7)

Respectfully submitted,

LeRoy Westerling, Chair and CCGA Representative (SoE)

Hrant Hratchian, Vice Chair (SNS)

David Ardell (spring 2019; SNS)

Maria DePrano (SSHA)

Teamrat Ghezzehei (SNS)

Andy LiWang (SNS)

Chih-Wen Ni (SoE)

Rose Scott (SSHA)

Christina Torres-Rouff (SSHA)

Fred Wolf (fall 2018; SNS)

Ex-Officio

Kurt Schnier, Senate Chair (SSHA)

Anne Kelley, Senate Vice Chair (SNS)

Marjorie Zatz, Vice Provost and Dean of Graduate Education

Student Representative

Thaddeus Seher

Senate Staff

Brittany Conn, Senior Senate Analyst

Dorie Perez, Senior Senate Analyst

Laura Martin, Executive Director, Academic Senate

UNDERGRADUATE COUNCIL (UGC) ANNUAL REPORT 2018-2019

To The Merced Division of the Academic Senate:

The Undergraduate Council (UGC) and its standing subcommittees held a total of 14 regularly scheduled in person meetings and conducted some business via email with respect to its duties as outlined in UC Merced's [Senate Bylaw II.IV.2](#). The Chair of UGC attended Divisional Council and meetings and provided regular updates at each UGC meeting.

The structure of UGC and the issues that the Council considered this year are described below.

Undergraduate Council Organization and Representation on Systemwide Committees

- Divisional Council Representative: UGC Chair Jay Sharping
- Admissions and Financial Aid: This subcommittee was chaired by UGC Vice Chair and BOARS Representative Catherine Keske.
- University Committee on Preparatory Education: UGC member Jesus Sandoval-Hernandez
- University Committee on Educational Policy: UGC Chair Jay Sharping
- University Committee on International Education: UGC member Michelle Leslie
- Periodic Review and Oversight Committee Representative: UGC member Susan Amussen.
- Library and Scholarly Communications Committee: UGC member Justin Cook.
- Budget Working Group: UGC member Sholeh Quinn
- CRFs Subcommittee: Chair Jay Sharping and members James Palko and Jesus Sandoval-Hernandez

Ad-hoc subcommittees were formed for the reviews of nominations for the Undergraduate Distinguished Teaching Awards for Senate and for Non-Senate Faculty, and for the review of the AY19-20 Catalog.

UGC received regular updates on systemwide activities from UC Merced faculty serving on Board of Admissions and Relations with Schools (BOARS), the University Committee on Educational Policy (UCEP), the University Committee on International Education (UCIE), the University Committee on Preparatory Education (UCOPE), the Committee for Library and Scholarly Communications (LASC), the Periodic Review Oversight Committee (PROC), and the Admissions and Financial Aid Subcommittee (AFAS).

Another important function of the Undergraduate Council is to review and comment on all issues relevant to undergraduate education and occasionally on issues with a more general nature. Topics discussed and/or acted upon by the Council in consultation with other Senate committees, School leads, and/or the Administration throughout the year have included:

AY 19-20 Catalog and CRFs

- The SOE, SNS, SSHA, and GE substantive changes to the Catalog were approved by UGC in May 2018.

- UGC reviewed and approved about 200 new and revised CRFs.

Requests for Extensions to the Curricular Deadlines

UGC approved requests for extensions to the curricular deadlines from:

- Office of Undergraduate Education (Catalog deadline)
- SSHA Curriculum Committee (CRF deadline)
- Physics Department (CRF deadline)
- NSED (CRF deadline)

Campus Review Items

UGC recommended approval of the following items.

- Revised Proposal for a B.S. in Economics (Effective Fall 2020)
- Extension Proposal for Non-Degree Program Proposal – Child Development and Care Certificate
- PROC’s request to adapt the program review policy for the reviews of Economics and Management and Business Economics
- Principles to Guide the Conduct of Executive Sessions
- LASC Proposal for revisions to [UCM Bylaw II.IV.4.A](#)
- Social Sciences and Management Proposal for Name Change to Economics and Business Management
- Proposal to Use the “Teaching Professor” Working Title for the LSOE Series
- Closure of the academic program review of the Earth Systems Science
- Request from UCM Extension to approve:
 - EDUC X040: Literacy, Language and Literature
 - EDUC X042: Written Communications
 - EDUC X044: Reading Comprehension and Analysis
 - EDUC X050: World History
 - EDUC X052: United States History
 - EDUC X054: California History

UGC opined on the following items

- Committee on Rules and Elections Revised Recommended Voting Policies in Academic Personnel Cases
- Academic Planning Working Group Proposal
- Campus Space Management Principles.
- SSHA Proposal for a Psychological Sciences Honors Program
- EVC/Provost request for institutional-level, SMART (Specific, Measurable, Achievable, Relevant and Time-bound) initiatives to invest in the next generation of faculty and research at UC Merced, as a result of the University of California’s long-range budget planning.
- Proposed Charge for an Enrollment Strategy Committee
- Chair Duties Worksheet put forth by the Transition Oversight Committee.
- Draft Policy for the Establishment of New Schools/Colleges
- RRR Week Proposal
- Salary Recovery Policy (proposed by the Budget Working Group)

Student Petitions

- UGC considered and approved requests from the Graduate Council to appoint graduate students as instructors of record for the following upper division undergraduate courses
 - 1) BIO 141
 - 2) COGS 105
 - 3) COGS 180
 - 4) CRES 101
 - 5) CRES 102
 - 6) ENG 122
 - 7) ENVE 184
 - 8) PH 102
 - 9) PH 105
 - 10) POLI 101
 - 11) POLI 123
 - 12) PSY 156
 - 13) PSY 120
 - 14) PSY 130
 - 15) PSY 151
 - 16) PSY 152
 - 17) PSY 181
 - 18) SOC 110
 - 19) SOC 182
 - 20) SPAN 180

- UGC reviewed and provided recommendations on Entry Level Writing Requirement petitions submitted by the Office of Undergraduate Education.

Systemwide Review Items

UGC provided comments on the following systemwide items:

- UCEP's request that each UC campus adopt a policy to regulate the awarding of posthumous baccalaureate degrees, within the model systemwide framework provided by UCEP
- Presidential Policy on Sexual Violence and Sexual Harassment
- Presidential Policy BFB-BUS-46-Use of Vehicles and Drivers Selection Policy
- Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information
- Proposed Presidential Policy on Open Access for Theses and Dissertations
- Proposed Revisions to Senate Bylaw 336
- UC Transfer Agreement Proposal
- Proposed new APM 011 regarding academic freedom for non-faculty academic appointees.
- Proposed Revisions to Senate Regulation 636. E (ELWR)
- UC Center Sacramento Assessment Report
- Presidential Task Force Recommendations on Universitywide Policing

General Education Items

UGC approved:

- General Education Transfer Guidelines
- Co-curricular experiences
 - Aristotle House LLC
 - Beyond the MD LLC
 - Bobcat Education Success Tutors
 - Carson House LLC
 - Vaughn House LLC
- GE credit for the following courses.
 - ANTH 149
 - COGS 013
 - COGS 122
 - COGS 130
 - CRS 100
 - ECON 112
 - ENG 031
 - ENG 063
 - ENG 160
 - ENG 170
 - MIST 050
 - PH 114
 - SOC 185
 - WH 112

GE Badge Designations reviewed by UGC.

Recommendations were communicated to the GEEC and the Registrar.

- 1) ANTH 162: Growth, Development, and Human Evolution
- 2) CHEM 8: Principles of Organic Chemistry+D3
- 3) CHEM 8H: Honors Principles of Organic Chemistry
- 4) CSE 5: Introduction to Computer Applications
- 5) CSE 120: Software Engineering
- 6) ENG 090: Topics in Literature
- 7) ENGR 190: Materials Capstone Design
- 8) ESS 1: Introduction to Earth Systems Science
- 9) ESS 47: Astrobiology
- 10) ESS 50: Ecosystems of California
- 11) GASP 002: Introduction to Music Studies
- 12) GASP 003: Introduction to Visual Culture
- 13) GASP 006: Global Art History
- 14) GASP 007: Music in Society
- 15) GASP 10: Drawing I
- 16) GASP 011: Painting I
- 17) GASP 012A: Sculpture I
- 18) GASP 013A: Design I
- 19) GASP 14: Photography I
- 20) GASP 15A: Multimedia I
- 21) GASP 20: Video I

- 22) GASP 022: Making Electronic Music
- 23) GASP 30A: Latin Music Ensemble
- 24) GASP 030B: South Asian Music Ensemble
- 25) GASP 030C: Swing Band
- 26) GASP 030D: Nordic Music Ensemble
- 27) GASP 31A : Latin Dance Ensemble
- 28) GASP 031B: South Asian Dance Ensemble
- 29) GASP 31C: Swing Dance Ensemble
- 30) GASP 031D: Nordic Dance Ensemble
- 31) GASP 34A: Songwriting
- 32) GASP 41A: Performative Storytelling
- 33) GASP 055B: Arts of the Islamic World
- 34) GASP 055C: European Art History
- 35) GASP 056: Contemporary Art
- 36) GAP 057: History and Practice of Photography
- 37) GASP 59: Topics in Visual Culture
- 38) GASP 60: Introduction to Film Analysis
- 39) GASP 060A: Anime and Animations
- 40) GASP 064A: Topics in Film and Video
- 41) GASP 65A: Bollywood
- 42) GASP 66A: The American Musical
- 43) GASP 70A: Music of the Pacific World
- 44) GASP 70B: Music of the Atlantic World
- 45) GASP 72A: Popular Musics
- 46) GASP 75A: Meaning in Music
- 47) GASP 75B: Love Songs
- 48) GASP 76A: Social Dance
- 49) GASP 79A: Topics in Music
- 50) GASP 79B: Topics in Dance
- 51) GASP 89A: Topics in Theater
- 52) GASP 110: Drawing II: Figure
- 53) GASP 112A: Sculpture II
- 54) GASP 114A: Photography
- 55) GASP 119: Topics in Public Art
- 56) GASP 120: Video II
- 57) GASP 122: Conceptual Art
- 58) GASP 130A: Advanced Latin Music Ensemble
- 59) GASP 130B: Advanced South Asian Music Ensemble
- 60) GASP 130C: Advanced Swing Band
- 61) GASP 130D: Advanced Nordic Music Ensemble
- 62) GASP 131A: Advanced Latin Dance Ensemble
- 63) GASP 131B: Advanced South Asian Dance Ensemble
- 64) GASP 131C: Advanced Swing Dance Ensemble
- 65) GASP 131D: Advanced Nordic Dance Ensemble
- 66) GASP 144A: Art for Social Change
- 67) GASP 156A: Visual Arts if the 20th Century

- 68) GASP 156B: South Asia after Europe Visual Cultures of Colonialism
- 69) GASP 157: Critical Photography
- 70) GASP 158B: Women, Gender, and Art in Islamic Cultures
- 71) GASP 159: Topics in Visual Culture
- 72) GASP 160: Film Theory and Criticism
- 73) GASP 164A: Advanced Topics in Film and Video
- 74) GASP 171: Museums as Contested Sites
- 75) GASP 172: Curatorial Methods and Practices
- 76) GASP 172A: Critical Popular Music Studies
- 77) GASP 172B: Global Popular Music
- 78) GASP 173A: Theory and Methods of Ethnomusicology
- 79) GASP 174A: Music, Gender and Sexuality
- 80) GASP 179A: Advanced Topics in Music
- 81) GASP 179B: Advanced Topics in Dance
- 82) GASP 190: Theories of Expressive Culture
- 83) GASP 192: Internships in Global Arts
- 84) HIST 005: History of Cartography
- 85) HIST 010: Introduction to World History to 1500
- 86) HIST 016: Forging of the United States, 1607-1877
- 87) HIST 017: Twentieth-Century America
- 88) HIST 025: Introduction to Environmental History
- 89) HIST 027: History of Food
- 90) HIST 030A: Medieval Europe
- 91) HIST 030B: Early Modern Europe
- 92) HIST 031: Modern European History
- 93) HIST 039: Topics in U.S. History
- 94) HIST 040: History of Technology in Society I
- 95) HIST 041: History of Technology in Society II
- 96) HIST 042: The Body in Health and Disease – An Introduction to the History of Medicine
- 97) HIST 055: Arts of the Islamic World
- 98) HIST 060: The Silk Road
- 99) HIST 70: History of the Middle East to 1500
- 100) HIST 071: History of the Middle East since 1500
- 101) HIST 080: History of China through the Mongol Conquest
- 102) HIST 081: History of China since the Mongol Conquest
- 103) HIST 100: The Historian's Craft
- 104) HIST 106: Topics in the History of Women and Gender
- 105) HIST 107: Topics in Urban History
- 106) HIST 108: Topics in World History
- 107) HIST 109: Topics in the History of Science and Technology
- 108) HIST 110: Environmental History of the World
- 109) HIST 111: The Legacy of Genghis Khan
- 110) HIST 113: History of the Gunpowder Empires
- 111) HIST 115: Topics in African History
- 112) HIST 116: History of Decolonization in the Twentieth Century
- 113) HIST 117R: Topics in Regional or State History: Research

- 114) HIST 120: Essence of Decision: Case Studies in History
- 115) HIST 123: Comparative Race and Ethnicity in the United States
- 116) HIST 124A: African American History to 1877
- 117) HIST 124B: African American History 1877 to Present
- 118) HIST 128: The United States and the Vietnam War
- 119) HIST 130: The Cold War, 1941-1991
- 120) HIST 132: Intelligence and National Security, 1945-2000
- 121) HIST 133: Topics in Nineteenth Century U.S. History
- 122) HIST 137: Gender, Race, and Slavery in American History
- 123) HIST 138: Topics in Visual Culture
- 124) HIST 139: Topics in United States History
- 125) HIST 140: Modern Africa
- 126) HIST 141: The African Diaspora
- 127) HIST 142: Topics in Latin American History
- 128) HIST 143: West Africa and the Making of the Atlantic World
- 129) HIST 156B: South Asia after Europe Visual Cultures of Colonialism
- 130) HIST 158: Topics in Middle Eastern History
- 131) HIST 158R: Topics in Middle Eastern History: Research
- 132) HIST 159: History of Iran
- 133) HIST 165A: China in the Ancient World
- 134) HIST 165B: From Tang to Song: China in the Medieval World
- 135) HIST 165D: China in the Modern World
- 136) HIST 169: History and Heritage of Tibet
- 137) HIST 170: Law and Society in Early Modern England
- 138) HIST 170R: Law and Society in Early Modern England: Research
- 139) HIST 171: Modern European Intellectual History
- 140) HIST 172: Europe and the Early Modern Atlantic World

- 141) HIST 179: Topics in European History
- 142) HIST 180: The Silk Road
- 143) HIST 187R: White Supremacy and White Violence in the US: Research
- 144) ME 170: Mechanical Engineering Capstone Design
- 145) PHYS 006: The Cosmos, Science and You
- 146) PHYS 104: Biophysics
- 147) PHYS 108: Thermal Physics Core
- 148) PHYS 109: Soft Matter Physics
- 149) PHYS 112: Statistical Mechanics
- 150) PHYS 116: Mathematical Methods
- 151) PHYS 160: Modern Physics Lab
- 152) PHYS 195: Upper Division Undergraduate Research
- 153) PHYS 196: Undergraduate Thesis
- 154) PSY 124: Health Disparities
- 155) PSY 130: Developmental Psychology

- 156) PSY 134: Adolescent Development
- 157) PSY 138: Development of the Social Mind
- 158) PSY 140: Clinical Psychology
- 159) PSY 142: Abnormal Psychology
- 160) PSY 152: Psychological Perspectives on Cultural, Racial and Ethnic Diversity
- 161) PSY 156: Social Psychology
- 162) PSY 159: Personality Psychology
- 163) PSY 161: Perceptual Psychology
- 164) PSY 162: Psychology of Visual Perception
- 165) PSY 171: Psychological Tests and Measurements
- 166) PSY 180: Physiological Psychology
- 167) PSY 181: Clinical Neuropsychology
- 168) PSY 182: Evolutionary Psychology
- 169) PSY 195: Upper Division Undergraduate Research
- 170) SPAN 105: Hispanic Cultures I
- 171) SPAN 123: Spanish (Peninsular) 20-21 Centuries
- 172) SPAN 131: Transatlantic Modernism
- 173) SPAN 181: Topics in Literature and Culture
- 174) SPAN 195: Upper Division Undergraduate Research

UGC endorsed the GE Executive Committee's recommendations to approve GE designations for the following co-curricular experiences:

- 1) Historic Aviation Preservation
- 2) ASUCM Campus Activities Board

UGC endorsed the GEEC's recommendation not to approve GE designations for the following co-curricular experiences.

- 1) ASUCM Campus Activities Board
- 2) Historic Aviation Preservation
- 3) Beyond the MD
- 4) Carson House

UGC recommended that the name of the GE requirement "Integrative Culminating Experience" be changed to "Culminating Experience".

Guests

Maggie Saunders, Director of Space Planning and Analysis

Tammy Johnson, Director, Summer Session and Kevin Reimer, Course Author, University Extension

Consultation with Computer and Science Engineering Faculty re: Curricular Changes – Professor Florin Rusu

Budget Development Team: Kurt Schnier, Chair, Academic Senate; Jenna Allen, Assistant Vice Chancellor for Finance and Administration; Romi Kaur, Executive Director of Finance

GE Program Chair Valerie Leppert

Director of Admissions Chon Ruiz

Respectfully Submitted,

Jay Sharping, Chair, School of Natural Sciences, UCEP representative

Catherine Keske, Vice Chair, School of Engineering, BOARS representative

Susan Amussen, School of Social Sciences, Humanities and Arts

Justin Cook, School of Social Sciences, Humanities and Arts

Eva De Alba, School of Engineering

Michelle Leslie, School of Natural Sciences and UCIE Representative

James Palko, School of Engineering

Sholeh A. Quinn, School of Social Sciences, Humanities and Arts

Jesus Sandoval-Hernandez, School of Social Sciences, Humanities and Arts, UCOPE Representative

Maria-Elena Zoghbi, School of Natural Sciences

Abbas Ghassemi, School of Engineering

Angelo Kyrilov, School of Engineering

Ex-Officio (non-voting):

Charles Nies, Vice Chancellor for Student Affairs

Elizabeth Whitt, Vice Provost and Dean of Undergraduate Education

Kurt Schnier, Senate Chair, School of Social Sciences, Humanities and Arts

Anne Kelley, Senate Vice Chair, School of Natural Sciences

David Samper, Lecturer, Writing Program

John Hundley, Lecturer, Writing Program

Fatima Paul, Senate Office

COMMITTEE ON RULES AND ELECTIONS (CRE)

REPORT TO THE MERCED DIVISION

DECEMBER 12, 2019

TO BE ADOPTED

- Proposed changes to the membership and duties of the Library and Scholarly Communication Committee ([Bylaw II.IV.4](#)), Library and Scholarly Communication

PRESENT	PROPOSED
<p>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, and Graduate 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.</p> <p>B. Duties</p> <ol style="list-style-type: none"> 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 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. 	<p>A. Membership: This Committee consists of at least four members of the Merced Division and two student members: <u>a Chair, a Vice Chair, at least two Senate members, one graduate student representative, and one undergraduate student representative. The Senate membership should include broad representation from schools.</u> The University Librarian serves <u>ex officio</u>.</p> <p>B. Duties</p> <ol style="list-style-type: none"> 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, <u>recommendations on the development</u> of 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.

JUSTIFICATION

- Permit Senate faculty to serve exclusively on LASC, rather than divide time and attention among multiple committees as necessitated by the current model for populating the committee.
- Reduce the service demands on committee members and thereby increase the committee’s capacity to address its workload, which is doubling in an effort to support the library’s challenges, including a lack of sufficient funding, insufficient staff, and insufficient space.
- Simplify meeting scheduling, which is challenging under the current model for populating the committee.
- Adopt a model for populating the committee that is consistent with that of other Divisions.

ENDORSEMENTS

- Library and Scholarly Communication: November 8, 2019
- Divisional Council: October 21, 2019
- Committee on Rules and Elections: October 2, 2019

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SANTA BARBARA • SANTA CRUZ

ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON LIBRARY AND SCHOLARLY COMMUNICATIONS
MARIA DEPRANO, CHAIR
mdeprano@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-4369

November 8, 2019

To: Tom Hansford, Senate Chair

From: Maria DePrano, Chair, Committee on Library & Scholarly Communications (LASC)

Re: Division Council Revisions to Senate Bylaw II.IV.4 – LASC Duties and Membership

LASC reviewed Division Council's attached revisions to LASC's proposed, revised bylaws we originally submitted in April 2019. We endorse Division Council's revisions and look forward to seeing the bylaw revisions on the agenda for the December 12 Meeting of the Division.

We thank Division Council for its consideration and input.

cc: Senate Office



OFFICE OF THE ACADEMIC SENATE
TOM HANSFORD, SENATE CHAIR
senatechair@ucmerced.edu

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

OCTOBER 21, 2019

RE: PROPOSED REVISIONS TO [BYLAW II.IV.4](#) – LASC MEMBERSHIP

Dear Maria:

At its October 16 meeting, Divisional Council (DivCo) endorsed the proposed revisions to [Senate Bylaw II.IV.4](#), addressing the membership and duties of the [Committee for Scholarly and Library Communication](#) (LASC), with the following revisions:

- A membership of “at least four” rather than “at least five” as proposed
- The specification of a vice chair in the membership of the committee
- A conformational reduction in the total number of Senate members holding non-leadership positions on the committee from four to two
- Minor editorial corrections to the final sentence

With this memo, I transmit the proposed revisions to LASC to consider for endorsement. With LASC’s ascent, the Merced Division will be asked to consider the proposed revisions at the December 12, 2019 Meeting of the Division.

DivCo amended the proposed bylaw revisions following discussion of committee comments (enclosed). Like committees, DivCo supported the proposed changes to the membership model, finding the rationale for altering the method of populating the committee compelling, particularly given the need for strong and informed advocacy for integrating the library into campus planning.

DivCo, however, agreed with the recommendation from the Committee on Committees that the total membership remain unchanged from “at least four members”. Members noted that a membership of at least four will accommodate LASC’s expansion as the number of schools increases and, more generally, enable larger committees as needed. Members also anticipate that populating the committee with individuals for whom LASC is the priority will strengthen the committee’s voice as an advocate for the library, without immediately increasing the number of Senate service obligations, a concern given the continued high demand for faculty service on campus.

DivCo looks forward to receiving LASC’s response. I would be happy to discuss DivCo’s decision with you or LASC if that would be helpful.

Sincerely,

A handwritten signature in black ink, appearing to be "Tom Hansford", written in a cursive style.

Tom Hansford
Chair, Divisional Council

CC: Divisional Council
Senate Office

Enclosures

Bylaw Changes are provided in **bold, underlined font**

Library and Scholarly Communication

- A. Membership: This Committee consists of ~~at least four~~ at least five members of the Merced Division and two student members: a Chair, a Vice Chair, at least two Senate members, one graduate student representative, and one undergraduate student representative. ~~Representation includes four individuals who are contemporarily members of the Committee on Research, Committee on Academic Planning and Resource Allocation, and Graduate Council, respectively. Committee also includes one graduate student member and one undergraduate student member. The Senate membership should include broad representation from schools.~~ The University Librarian ~~and the Chief Information Officer~~ serves 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, recommendations on the management development of 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.

Clean version of the proposed changes.

Library and Scholarly Communication

A. Membership: This Committee consists of at least four members of the Merced Division and two student members: a Chair, a Vice Chair, at least two Senate members, one graduate student representative, and one undergraduate student representative. The Senate membership should include broad representation from schools. The University Librarian serves *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, recommendations on the development of the University Library budget, the apportionment of related funds, and the allocation of associated space.
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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.

UNIVERSITY OF CALIFORNIA, MERCED

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SANTA BARBARA ¶ SANTA CRUZ

OFFICE OF THE ACADEMIC SENATE
LINDA HIRST, CHAIR, COC

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

OCTOBER 8, 2019

TOM HANSFORD, CHAIR, DIVISIONAL COUNCIL

LINDA HIRST, CHAIR, COMMITTEE ON COMMITTEES

RE: PROPOSED REVISIONS TO [BYLAW II.IV.4.A](#) – LASC MEMBERSHIP

The Committee on Committees discussed, via email, the proposed revisions to [Senate Bylaw II.IV.4](#) addressing the membership and duties of the [Committee for Scholarly and Library Communication](#) (LASC).

Members support adopting an at-large process for populating LASC as well as the proposed revisions to Bylaw II.IV.4.B.2.

The committee, however, did not support increasing the membership to “at least five” from the current requirement of “at least four” faculty members. Given the demand for faculty service on Senate committees (and in general), members concluded that a minimum of “at least four” would enable CoC to increase the committee’s size as needed to address workload, and/or broaden representation as the campus continues to expand, without immediately requiring CoC to identify five members annually.

CoC appreciates the opportunity to opine.

CC: CoC
Senate Office

Encl (1)

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SANTA BARBARA • SANTA CRUZ

ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON ACADEMIC PLANNING AND RESOURCE ALLOCATION
PATRICIA LIWANG, CHAIR
pliwang@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343

September 13, 2019

To: Tom Hansford, Chair, Division Council

From: Patricia LiWang, Chair, Committee on Academic Planning and Resource Allocation
(CAPRA)

A handwritten signature in blue ink that reads "Patricia LiWang".

Re: Proposed Revisions to Merced Division Bylaws – LASC Membership

CAPRA reviewed the proposed revisions to the Merced Division Bylaws regarding the LASC membership model. Given that there are no resource implications associated with the proposed revisions, CAPRA endorses the proposal.

We appreciate the opportunity to opine.

cc: Senate Office

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SANTA BARBARA • SANTA CRUZ

ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON RESEARCH
MICHAEL SCHEIBNER, CHAIR
mscheibner@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-4369

September 11, 2019

To: Tom Hansford, Chair, Division Council

From: Michael Scheibner, Chair, Committee on Research (COR)

A handwritten signature in blue ink, which appears to read "Michael Scheibner", is written over the "From:" line.

Re: Proposed Revisions to Merced Division Bylaws – LASC Membership

CoR reviewed the proposed revisions to the Merced Division Bylaws regarding the LASC membership model. We endorse the proposed revisions and appreciate the opportunity to opine.

cc: Senate Office

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON RULES AND ELECTIONS (CRE)
MERCED, CA 95343

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
(209) 228-7930

October 2, 2019

To: Tom Hansford, Chair, Divisional Council

From: Christopher Viney, Chair, Committee on Rules and Elections

Re: Proposed Changes to UCM [Bylaw II.IV.4.A](#) – Committee on Library and Scholarly Communications (LASC)

At its September 25 meeting, the Committee on Rules and Elections (CRE) discussed the proposed amendments to Bylaw II.IV.4.A related to the membership and duties of the Committee on Library and Scholarly Communications.

The proposed amendments increase the faculty membership of the committee to five (from four), and change the composition of the committee to being broadly representative of the schools (and populated by the Committee on Committees) from being composed of a representative each from the Committee on Academic Planning and Resource Allocation, the Committee on Research, Graduate Council and Undergraduate Council. Additionally, the Chief Information Officer (CIO) has been removed as an ex-officio member, at the CIO's request.

While CRE was not assigned the review of this Bylaw amendment, the proposal under review directly pertains to the duties of CRE. Pursuant to [Bylaw II.III.7](#), and as outlined on the Senate website, "The Committee on Rules and Elections (CRE) advises the Division on proposed legislation and on all matters of organization, jurisdiction, and interpretation of legislation. Upon formal request, CRE issues legislative rulings interpreting the Code of the Merced Division of the Academic Senate. CRE also reviews changes in Bylaws and Regulations submitted to the Divisional Assembly or to a Faculty of the Merced Division, and supervises all elections of the Division."

Members of CRE unanimously endorsed the proposed amendments to UCM Bylaw II.IV.4.A (approved revisions are provided on page 2 of this memo).

Cc: CRE Members
Associate Director Paul
Senate Office

Bylaw Changes are provided in **bold, underlined font**

(Approved by the Committee on Rules and Elections on September 25, 2019)

Library and Scholarly Communication

- A. Membership: This Committee consists of ~~at least four~~ **at least five** members of the Merced Division and two student members: **a Chair, at least four Senate members, one graduate student representative, and one undergraduate student representative.** Representation includes ~~four individuals who are contemporarily members of the Committee on Research, Committee on Academic Planning and Resource Allocation, and Graduate Council, respectively. Committee also includes one graduate student member and one undergraduate student member.~~ **The Senate membership should include broad representation from schools.** The University Librarian ~~and the Chief Information Officer~~ serves 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, **recommendations on** the ~~management~~ **development** of 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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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE FOR DIVERSITY AND EQUITY

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-7930

October 11, 2019

To: Tom Hansford, Chair, Divisional Council

From: Committee for Diversity and Equity (D&E)

Re: Proposed Revisions to Senate Bylaw II.IV.4.A – LASC

Members of D&E reviewed the proposed revisions to the Merced Division Bylaw II.IV.4.A addressing the membership and duties of the Committee for Library and Scholarly Communications (LASC).

We support the proposal and appreciate the opportunity to opine.

cc: D&E Members
Fatima Paul, Associate Director, Senate Office
Senate Office

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON FACULTY WELFARE AND ACADEMIC FREEDOM
CAROLIN FRANK, CHAIR
cfrank3@ucmerced.edu

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5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-4369

October 9, 2019

To: Tom Hansford, Chair, Division Council

From: Carolin Frank, Chair, Committee on Faculty Welfare and Academic Freedom (FWAF)

Re: Proposed Revisions to Merced Division Bylaws – LASC Membership

FWAF reviewed the proposed revisions to the Merced Division bylaws that would modify the membership of LASC. We support the proposal and appreciate the opportunity to opine.

cc: Senate office

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ACADEMIC SENATE, MERCED DIVISION
UNDERGRADUATE COUNCIL (UGC)
MERCED, CA 95343

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5200 NORTH LAKE ROAD
(209) 228-7930

September 30, 2019

To: Senate Chair Hansford

From: Undergraduate Council

Re: Proposed Revisions to Senate Bylaw II.IV.4.A – LASC Membership

The Undergraduate Council (UGC) enthusiastically endorses the proposed revisions to [Senate Bylaw II.IV.4.A](#), addressing the membership of the Committee for [Library and Scholarly Communications](#) (LASC) and the overall effort of LASC to elevate library-related discussions on the UC Merced campus. The 2020 Project excluded library needs. Without regular attention our campus will struggle to maintain excellence in our library resources and meet the expectations of future researchers. The library will likely be central in UC Merced's pursuit of R1 status. Given the central role the library plays in undergraduate academic life, it is critical to maintain healthy communication with the faculty and the administration. The library is unique as a unit because of its interdisciplinary role which connects all of the other departments. The library also plays a central role in scholarly communication and academic freedom. Excellent universities have excellent libraries.

The proposal under consideration expands the membership of LASC from 4 to 5 members of the Merced Division and draws those members "at large" rather than from existing committees. As a larger group it is likely that library messages will be more effectively communicated. Presently LASC membership must come from existing faculty committee membership. The at-large membership formula will permit faculty who are passionate about library issues to serve in a role they care deeply about without being tasked with other committee responsibilities.

In sum, we hope that this change will elevate library-related challenges and proposed solutions at UC Merced.

Copy: UGC
Senate Office

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SCHOOL OF SOCIAL SCIENCES, HUMANITIES AND ARTS

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MERCED, CA 95343
(209) 228-7742
FAX (209) 228-4007

To: Tom Hansford, Chair, Merced Division

From: Susan Amussen, Chair, SSHA Executive Committee 

Re: Revision to LASC bylaw

8 October 2019

The SSHA Ex-Committee fully supports the proposed changes to LASC. The increase in number of faculty representatives will allow the committee to carry out its plans more efficiently. Given the great interest in library matters amongst SSHA faculty, it should not be difficult to find one additional person to serve. Furthermore, changing the way in which the committee is composed to a broader representative model will allow faculty who are interested in library matters but are not already serving on other senate committees, such as UGC, to serve on LASC.

Cc: SSHA Executive Committee

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SCHOOL OF NATURAL SCIENCES

UNIVERSITY OF CALIFORNIA, MERCED
5200 N. LAKE ROAD BLDG A
MERCED, CA 95343

18 September 2019

To: Tom Hansford, Chair, Merced Division of the Academic Senate

From: Kevin Mitchell, Chair, Natural Sciences Executive Committee

Re: Campus Review: Proposed Revisions to LASC Bylaws

The SNS Executive Committee discussed the draft of proposed revisions to Senate Bylaw II.IV.4.A addressing the membership of the Committee for Scholarly and Library Communication at its meeting on September 6. The structure of the current LASC committee was discussed as well as how the new model will be staffed. The SNS Executive Committee's only concern was that SNS be appropriately represented on the committee, and since the COC is supposed to make sure schools are represented, we approve of the proposed revisions to the Senate Bylaw II.IV.4.A.

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OFFICE OF THE ACADEMIC SENATE
TOM HANSFORD, CHAIR
senatechair@ucmerced.edu

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5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-7954

AUGUST 22, 2019

CHAIRS OF STANDING COMMITTEES CHAIRS OF SCHOOL EXECUTIVE COMMITTEES

RE: PROPOSED REVISIONS TO [BYLAW II.IV.4.A](#) – LASC MEMBERSHIP

Dear Colleagues:

At its April 15 meeting, Divisional Council endorsed for campus review the enclosed proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership and duties of the [Committee for Scholarly and Library Communication](#) (LASC).

The proposed revisions increase the faculty membership of the committee to five from four, and change the composition of the committee to being broadly representative of the schools (and populated by the Committee on Committees) from being composed of a representative each from the Committee on Academic Planning and Resource Allocation, the Committee on Research, Graduate Council and Undergraduate Council. Additionally, the Chief Information Officer (CIO) has been removed as an ex-officio member, at the CIO's request. Finally, a small revision has been made to bylaw II.IV.4.B.2 addressing the committee's role in the Library's budget.

To provide context for the proposed revisions, historical correspondence is enclosed. As per these documents, the proposed revisions follow LASC's consultation with Divisional Council during the spring 2019 semester, following the Senate's comments on proposed bylaw revisions in fall 2018.

Divisional Council thanks your committee for considering this proposal and looks forward to receiving its comments in time for the second Divisional Council meeting of fall semester 2019.

Sincerely,

Tom Hansford
Chair, Divisional Council

CC: Senate Office
Encl (2)

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON LIBRARY AND SCHOLARLY COMMUNICATIONS
MARIA DEPRANO, CHAIR
mdeprano@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95344
(209) 228-4369; fax (209) 228-7955

April 9, 2019

To: Kurt Schnier, Senate Chair

From: Maria DePrano, Chair, Committee on Library & Scholarly Communications (LASC)

Re: Proposed LASC Bylaw Revisions

LASC thanks Division Council for its ongoing consultation and advice with regard to LASC's request to propose modifications to the committee membership structure.

With this memo, LASC formally submits, for Division Council's review, revised bylaw language.

We appreciate Division Council's consideration.

cc: LASC Members
Senate Office

Library and Scholarly Communication

- A. Membership: This Committee consists of ~~at least four~~ at least five members of the Merced Division and two student members: a Chair, at least four Senate members, one graduate student representative, and one undergraduate student representative. ~~Representation includes four individuals who are contemporarily members of the Committee on Research, Committee on Academic Planning and Resource Allocation, and Graduate Council, respectively. Committee also includes one graduate student member and one undergraduate student member. The Senate membership should include broad representation from schools.~~ The University Librarian ~~and the Chief Information Officer~~ serves s as *ex-officio*.
- B. Duties
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 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, recommendations on the management-development of 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.



OFFICE OF THE ACADEMIC SENATE
KURT SCHNIER, CHAIR
senatechair@ucmerced.edu

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5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-7954

FEBRUARY 21, 2019

MARIA DEPRANO, CHAIR, LASC

RE: LASC MEMBERSHIP AND PARTICIPATION IN DIVISIONAL COUNCIL ACTIVITIES

Dear Maria:

At its February 4, 2019 meeting, Divisional Council endorsed LASC's proposal (enclosed) to revise its membership structure to one in which all four members, plus a chair, are appointed by CoC from the faculty at large, rather than the current model in which the committee is comprised of representatives from standing Senate committees. The vote was 13 in favor, one opposed, and no abstentions.

Members in support of the proposal noted the importance of having a committee comprised of faculty tasked exclusively with addressing Library needs, rather than having their efforts distributed across two Senate committees, particularly given the resourcing challenges the Library has experienced and the significant workloads of the committees represented on LASC. Members also highlighted the increase in LASC's workload in support of the Library's needs.

The member opposing the proposed revision to the committee's membership expressed concern about the additional burden of identifying faculty to populate this committee, particularly when existing committees are already difficult to populate and are, arguably, the priority for faculty Senate service.

Members also discussed the implications of an at-large membership model for communication with Senate committees. Members recommended that the LASC Chair be invited to include a committee update in the chairs' reports circulated electronically to the Divisional Council membership prior to each DivCo meeting. The LASC Chair should also receive this fortnightly digest. Members felt this arrangement would not preclude the LASC Chair from meeting with Divisional Council in person once or twice a semester, but hoped it would facilitate more timely and regular flow of information. DivCo also had no concerns with LASC providing a report at Divisional meetings, and being invited to Senate events like chairs of other standing committees.

Divisional Council thanks LASC for its consultation and looks forward to receiving proposed revisions to its membership bylaw.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kurt Schnier".

Kurt Schnier, Chair
Divisional Council

CC: Divisional Council
Senate Office

Encl (1)

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON LIBRARY AND SCHOLARLY COMMUNICATIONS
MARIA DEPRANO, CHAIR
mdeprano@ucmerced.edu

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5200 NORTH LAKE ROAD
MERCED, CA 95344
(209) 228-4369; fax (209) 228-7955

January 29, 2019

To: Kurt Schnier, Senate Chair

From: Maria DePrano, Chair, Committee on Library & Scholarly Communications (LASC)

Re: LASC Membership and Participation in Divisional Council Activities

In the attached memo dated 5/24/18, LASC proposed to expand its membership through at-large members. Because of the mixed response to this proposal communicated in the 10/29/18 memo, also attached, from the Academic Senate Chair, LASC will set the aside the at-large membership model.

However, the current method of populating LASC, through volunteers from COR, CAPRA, UGC, and GC, is problematic for a few reasons: potential overwork on the part of the volunteers (who are on committees with already heavy work loads); difficulty scheduling meetings (all LASC meetings are scheduled after all COR, CAPRA, UGC, and GC meeting times are finalized); and the exclusion of senate faculty who would like to work on LASC, but for various reasons do not want to join the committees that volunteer for LASC. Furthermore, LASC is doubling its work load in an effort to support the library which faces a number of challenges: lack of sufficient funding, insufficient staff, and insufficient space, making additional work for those who volunteer from other committees.

A reasonable solution would be for LASC membership to be determined by CoC, as is the practice at all nine UC sister campuses.

LASC proposes to replace the current membership model with an at-large model, whereby, CoC will appoint 4 members plus the chair from the at-large Senate faculty. This proposal represents a discontinuation of the current practice of populating LASC with volunteers from the four standing committees of CAPRA, CoR, UGC, and GC. CoC's appointment of GSA and ASUCM representatives remains the same.

As a related issue, it may be appropriate to broaden LASC's involvement in Divisional Council through occasional visits to Divisional Council meetings; invitations to LASC to attend and report at the Division / Assembly meetings; and invitations to LASC to participate in other Divisional Council activities such as lunch with the Chair of the systemwide Academic Senate.

LASC respectfully requests input on membership and broader involvement from the Divisional Council.

cc: LASC Members
Senate Office



OFFICE OF THE ACADEMIC SENATE
KURT SCHNIER, CHAIR
senatechair@ucmerced.edu

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5200 NORTH LAKE ROAD
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(209) 228-7954

OCTOBER 29, 2018

MARIA DEPRANO, CHAIR, LASC

RE: PROPOSED REVISIONS TO BYLAW II.IV.4.A - LASC MEMBERSHIP

Dear Maria:

At its October 23, 2018 meeting, Divisional Council discussed committee comments (enclosed) on the proposed revisions to [Division Bylaw II.IV.4.A](#) that would increase the membership of the Library and Scholarly Communications Committee (LASC) to seven members. Also discussed was a request from the CIO, Ann Kovalchick, to remove the CIO as an ex-officio member of the committee (also enclosed).

In discussing committee comments, members noted the diversity of responses, which ranged from endorsement to a lack of support due to concerns about populating an expanded committee given the challenges of meeting existing demands for Senate service. Although members understood LASC's desire to open the committee up to interested faculty, there was some sense that, rather than expand the committee, faculty interested in serving on LASC could be encouraged to volunteer to serve on one of the four committees represented on LASC.

Other observations raised in the course of conversation included that seven members would make the committee larger than several other committees including the Committee on Research, Faculty Welfare and Academic Freedom, and Diversity and Equity; and whether growing the committee, in the absence of any increase in workload, could be justified. It was also noted that it might be useful to avoid tying the committee's growth to the existing school structure, so as to avoid having to revise the bylaw again following the addition of new schools in the not-too-distant future (e.g. the Gallo School). Additional comments, including recommendations for addressing some discrepancies in the proposed bylaw language, can be found in the enclosed.

In sum, DivCo could not settle on a set of recommendations to aid LASC in its deliberations. Rather, DivCo would like to invite you to discuss this topic before LASC formally responds to committee comments with revised bylaw language. DivCo hopes that would be helpful to you and LASC, and looks forward to the conversation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kurt Schnier".

Kurt Schnier, Chair
Division Council

CC: Divisional Council
Susan Amussen, Chair, SSHA Executive Committee
Erik Menke, Chair, SNS Executive Committee
Senate Office

Encl (12)

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OFFICE OF THE ACADEMIC SENATE
LEROY WESTERLING, CHAIR, GRADUATE COUNCIL
lwesterling@ucmerced.edu

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MERCED, CA 95343
(209) 228-6312

OCTOBER 9, 2018

TO: KURT SCHNIER, CHAIR, DIVISIONAL COUNCIL

FROM: LEROY WESTERLING, CHAIR, GRADUATE COUNCIL

RE: PROPOSED REVISIONS TO BYLAW II.IV.4.A – LASC MEMBERSHIP

At its October 2, 2018 meeting, Graduate Council considered the proposed revisions to [Division Bylaw II.IV.4.A](#) – the membership of the Library and Scholarly Communications Committee (LASC). Members offer the following observations and recommendations.

1. As revised, the opening sentence of the bylaw specifies that the committee be comprised of “*at least seven members*” (emphasis added) while the third sentence allows for “up to three at-large members”. (The latter is in addition to four committee representatives, one each from CAPRA, CoR, GC, and UGC.) Graduate Council recommends that the first sentence be revised to state “*up to seven members*”, so that three, at-large members are not *required* to reach the membership number stipulated in the first sentence.
2. The committee chair is not mentioned in the bylaw, thus leaving ambiguous whether this position is included in the total committee member count, or if it would constitute a member beyond the stipulated minimum number of members. Further, the process by which the chair is appointed is unclear. Is the chair appointed by CoC or perhaps elected by the committee from the membership? Graduate Council recommends that these issues be clarified.

Graduate Council thanks you for the opportunity to opine.

CC: Graduate Council
Senate Office

Encl (1)

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OCTOBER 16, 2018

KURT SCHNIER, CHAIR, DIVISIONAL COUNCIL

LINDA HIRST, CHAIR, COMMITTEE ON COMMITTEES

RE: PROPOSED REVISIONS TO [BYLAW II.IV.4.A](#) – LASC MEMBERSHIP

The Committee on Committees discussed, via email, the proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership of the [Committee for Scholarly and Library Communication](#) (LASC). While sensitive to the rationale for the proposed revisions, members were not in favor of expanding LASC's membership, given the challenges of meeting existing demands for Senate service.

Members offered some alternative strategies for bringing to LASC the perspectives and expertise of faculty who are significantly interested in library matters but are not currently serving on Senate committees. These included trying to encourage individuals significantly interested in Library matters to serve on the committees represented on LASC, and conducting outreach to campus constituents.

If LASC feels strongly that the at-large membership model, characteristic of most other Senate committees, is critical, CoC suggests revising the appointment process for members, while retaining the current number of members.

CoC appreciates the opportunity to opine.

CC: CoC
Senate Office

Encl (1)

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON ACADEMIC PLANNING AND RESOURCE ALLOCATION
JESSICA TROUNSTINE, CHAIR
jtrounstine@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343

September 27, 2018

To: Kurt Schnier, Chair, Division Council

From: Jessica Trounstine, Chair, Committee on Academic Planning and Resource Allocation (CAPRA)

A handwritten signature in black ink that reads "Jessica Trounstine".

Re: Proposed Revisions to UCM Bylaw II.IV.4.A – LASC membership

At its meeting on September 20, 2018, CAPRA reviewed the Proposed Revisions to UCM Bylaw II.IV.4.A – LASC membership. The proposed revisions increase the faculty membership of LASC to seven from four through the addition of three at-large members, one from each School.

CAPRA understands that faculty time is a valuable resource and we are doubtful that the workload of this committee justifies expansion to a size of seven members. We believe that CoC may have a difficult time populating this committee without taking faculty away from other Senate committees. Our concerns are somewhat mitigated by the language in the proposed change of “up to three” at-large members, and we hope that CoC will not feel compelled to fully populate this committee unless faculty who are truly interested in serving can be identified.

We appreciate the opportunity to review the proposed revisions.

cc: CAPRA
Senate Office

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON RESEARCH
MICHAEL SCHEIBNER, CHAIR
mscheibner@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343
(209) 228-4369

October 16, 2018

To: Kurt Schnier, Chair, Division Council

From: Michael Scheibner, Chair, Committee on Research (COR)

A handwritten signature in blue ink, reading "Michael Scheibner", is written over the "From:" line.

Re: Proposed Revisions to Senate Bylaw II.IV.4.A – LASC Membership

At its September 26, 2018 meeting, CoR reviewed the proposal to revise Senate Bylaw II.IV.4.A to expand LASC membership through the addition of up to three at-large members.

As the committee whose purview used to include library matters before the creation of LASC as a standing Senate committee, CoR is pleased to endorse the proposed addition of at-large members who wish to contribute their perspectives and expertise. However, we suggest the proposed bylaw language be revised to state "...as well as at-large members with no more than one representative from each School." We suggest the removal of the specification of three at-large members in order to make the revised bylaw consistent, given that it currently suggests "at least seven members" in the first sentence but later specifies exactly seven later in the bylaw. Furthermore, UC Merced will have additional Schools in the future, so ostensibly the number of at-large members from each School will be greater than three.

We appreciate the opportunity to opine.

cc: CoR members
Senate Office

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ACADEMIC SENATE, MERCED DIVISION
COMMITTEE ON RULES AND ELECTIONS (CRE)
MERCED, CA 95343

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
(209) 228-7930

October 3, 2018

To: Senate Chair Schnier
From: CRE Chair Viney

Re: LASC Proposal for Bylaw Change

At its September 10, 2018 meeting, the Committee on Rules and Elections discussed the proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership of the Committee for Scholarly and Library Communication (LASC) and would like to offer the following questions for consideration.

1. Can the proposed number of at-large members be broadened to account for additional members when another school comes online? It seems that the number proposed is directly related to the number of schools on campus. Broadening the language could eliminate the need for future revision.
2. With a proposed membership of at least seven members, what will happen if a school does not produce a nomination; can there be only two at-large members? As presented, this language would conflict with the appointment of only two at-large members, thus CRE members recommend that the language be revised.

Members of CRE thank you and appreciate the opportunity to opine.

Copy: CRE Members

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ACADEMIC SENATE, MERCED DIVISION
UNDERGRADUATE COUNCIL (UGC)
MERCED, CA 95343
jsharping@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
(209) 228-7930

September 28, 2018

To: Senate Chair Schnier

Re: LASC Proposal for Bylaw Change

At its September 24, 2018 the Undergraduate Council discussed the proposed revisions to [UCM Bylaw II.IV.4.A](#) – Library and Scholarly Communications Membership. The proposed revisions increase the faculty membership of LASC to seven (from four), through the addition of three at-large members.

UGC voted ¹in favor of approving the proposed Bylaw modifications as presented.

Sincerely,

A handwritten signature in black ink, appearing to read "Jay Sharping".

Jay Sharping
Chair, Undergraduate Council

Copy: UGC
Senate Office

¹ 9 in favor, 0 against, 1 member was absent.

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SCHOOL OF SOCIAL SCIENCES, HUMANITIES AND ARTS

UNIVERSITY OF CALIFORNIA, MERCED
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MERCED, CA 95343
(209) 228-7742
FAX (209) 228-4007

28 September 2018

To: Kurt Schnier, Chair, Merced Division

From: Susan Amussen, Vice-Chair and Acting Chair, SSHA Executive Committee

Re: LASC Bylaw Revisions

At its meeting on September 7, the SSHA EC discussed the proposed revisions to the LASC bylaw, and unanimously approved them.

In our discussion, we agreed that it was vital that LASC have members who engage with the full range of the Library's functions. We also affirmed the central importance of the library and adequate funding for the library for all our work.



University of California, Merced
5200 N. Lake Road
Merced, California 95343
Voice: (209) 228-4309

October 14, 2018

To: Kurt Schnier, Chair, Divisional Council

From: Erik Menke, Chair, SNS Executive Committee

CC: Laura Martin, Executive Director, Academic Senate (Merced Division)

Re: SNS comments on Membership change to the Committee for Scholarly and Library Communication

The SNS Executive Committee received the following comments on the proposed Membership change to the Committee for Scholarly and Library Communication:

- 1) What if a school does not have a volunteer to serve on this committee (i.e. nobody significantly interested in library management)? It seems like it can function without additional members, so that this should not be mandatory. Is this clear in the document?
- 2) Until I received this request I'd never even heard of LASC. Do they really have so much to do they need to be as big as GC or COR?
- 3) The intent of the bylaw revisions is unclear, because the first sentence reads "...at least seven members..." (emphasis mine), but the second sentence reads "...as well as up to three at-large members...". If you only have two at large members, the committee won't reach the minimum of seven. Based on the memo, the first sentence should instead read something like "This Committee consists of between four and seven members of the Merced Division and two student members." To better indicate that the at-large members are not required.

Laura Martin

From: UCM Senate Chair
Sent: Wednesday, August 29, 2018 8:01 PM
To: Laura Martin
Subject: FW: By 10/16: (Campus Review) - Proposed Revisions to LASC Bylaws
Attachments: 2018.8.29 SenateChair2Committee Chairs RE_LASC Bylaw Revisions.pdf

From: Anne Kelley
Sent: Wednesday, August 29, 2018 8:01:14 PM (UTC-08:00) Pacific Time (US & Canada)
To: UCM Senate Chair
Subject: FW: By 10/16: (Campus Review) - Proposed Revisions to LASC Bylaws

I finally looked at the language of the requested bylaw change and there seems to be an inconsistency. The first sentence says that the committee consists of at least seven members of the Merced division. But the third sentence refers to “up to three at-large members”, implying that seven is the maximum size of the committee, but it could be smaller. As I expect it may be hard to find SNS and SOE faculty interested in serving on this committee, I think it’s a mistake to mandate seven.

Anne

Anne Myers Kelley
Chair, APS Division of Laser Science
Chair, Chemistry and Chemical Biology
University of California, Merced
5200 North Lake Road
Merced, CA 95343
Office tel: 209-228-4345
Lab web site: <http://faculty.ucmerced.edu/amkelley/>
Graduate spectroscopy textbook: <http://www.wiley.com/WileyCDA/WileyTitle/productCd-0470946709.html>

From: Laura Martin
Sent: Wednesday, August 29, 2018 4:28 PM
To: Jeffrey Gilger; Erik Menke; Catherine Keske; Anne Kelley; Christopher Viney; Clarissa Nobile; Ignacio Lopez-Calvo; Jay Sharping; Jessica Trounstine; Kurt Schnier; Laura Hamilton; LeRoy Westerling; Linda Hirst; Michael Scheibner; Peter Vanderschraaf; Shawn Newsam; Yanbao Ma
Cc: UCM Senate Office; Christine Howe; Petra Martins; Melanie Tipton; Engineering Personnel Services; Bobbi Ventura
Subject: By 10/16: (Campus Review) - Proposed Revisions to LASC Bylaws

CHAIRS OF STANDING COMMITTEES CHAIRS OF SCHOOL EXECUTIVE COMMITTEES

On behalf of Senate Chair Schnier, please find attached for review and comment proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership of the [Committee for Scholarly and Library Communication](#) (LASC). The attached is also [available in Box](#).

There are no lead committees for this review. All committees are encouraged to review and comment.

If your committee elects to opine, please send comments to Senatechair@ucmerced.edu by close of business, Tuesday, **October 16**, in preparation for the Divisional Council meeting on Tuesday, October 23.

Thank you very much, and please let us know if you have any questions.

All the best,
Laura

Laura E. Martin, Ph.D.
Executive Director
Academic Senate, Merced Division
Accreditation Liaison Officer
University of California, Merced
Phone: 209-228-7954
Cell: 209-201-8835
Office: COB 1 - 384
lmartin@ucmerced.edu
<http://senate.ucmerced.edu/>

Laura Martin

From: Ann Kovalchick
Sent: Friday, October 5, 2018 4:28 PM
To: Kurt Schnier
Cc: Laura Martin; Ronald Curtis
Subject: LASC participation

Kurt, I am writing to suggest that the bylaws of the LASC be amended to remove the CIO as an ex-officio member.

My reason for making this request is based on the reality that the LASC duties and the consequent agendas have virtually no direct relevance to OIT. I do of course recognize that OIT must support and serve the Library infrastructure, although the library has its own IT staff that manages its own IT operations directly. Regardless of my inclusion on the committee, supporting IT technology needs would continue to be a mission critical OIT responsibility. As such, this has never been articulated as a concern both within LASC or in any OIT planning context. Further, The dean of the library was previously a member of a prior IT Governance body and has representation on the current IT governance body. Insofar as LASC drives new IT requirements, these can and should be advanced by the Dean in any number of current decision-making forums or directly with me.

As a result of the limited relevance to OIT, either strategically or operationally, I must often decide that it is not a priority for me to attend LASC meetings in the face of competing demands,

But I do feel bad about not attending and seemingly to endlessly send excuses for not attending.

Thank you for consideration and please let me know if you have any questions or would like to further discuss this request.

Ann

Ann Kovalchick, Ph.D.

Associate Vice Chancellor & Chief Information Officer

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OFFICE OF THE ACADEMIC SENATE
KURT SCHNIER, CHAIR
senatechair@ucmerced.edu

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

AUGUST 29, 2018

**CHAIRS OF STANDING COMMITTEES
CHAIRS OF SCHOOL EXECUTIVE COMMITTEES**

RE: PROPOSED REVISIONS TO [BYLAW II.IV.4.A](#) – LASC MEMBERSHIP

Dear Colleagues:

At its August 28 meeting, Divisional Council endorsed for campus review the enclosed proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership of the [Committee for Scholarly and Library Communication](#) (LASC). The proposed revisions increase the faculty membership of the committee to seven from four, through the addition of three at-large members, no more than one from each school. Currently, the LASC faculty membership is comprised exclusively of one representative each from the Committee on Academic Planning and Resource Allocation, the Committee on Research, Graduate Council, and Undergraduate Council.

As recognized by Divisional Council, the addition of three at-large members is intended to enrich LASC with the perspectives and expertise of faculty who are significantly interested in library matters, but who are not concurrently serving on another Senate committee. The revisions are not proposed to address any changes to the committee's work load or charge; these remain as they were.

Divisional Council thanks your committee for considering this proposal and looks forward to its comments.

Sincerely,

Kurt Schnier
Chair, Divisional Council

CC: Senate Office

Encl (1)

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OFFICE OF THE ACADEMIC SENATE
KARL RYAVEC, CHAIR, LIBRARY AND SCHOLARLY COMMUNICATIONS
kryavec@ucmerced.edu

UNIVERSITY OF CALIFORNIA, MERCED
5200 NORTH LAKE ROAD
MERCED, CA 95343

MAY 24, 2018

TO: SUSAN AMUSSEN, CHAIR, ACADEMIC SENATE

A handwritten signature in cursive script that reads "Karl Ryavec".

FROM: KARL RYAVEC, CHAIR, LIBRARY AND SCHOLARLY COMMUNICATIONS

RE: PROPOSED UCM BYLAW CHANGE

For Divisional Council's consideration, please find appended a draft UCM Bylaw change to create three at-large positions, for up to one representative per school, for the Library and Scholarly Communications (LASC) committee.

Creating three at-large positions for LASC is intended to increase participation from additional faculty who are significantly engaged in library matters as a part of their research and teaching. Currently, the members of LASC are on the committee by a virtue of their roles on other Senate committees. LASC has greatly benefited from their various perspectives on library issues, however, we also believe that additional faculty should be permitted to serve on LASC based solely on their interests in library and related matters.

The Library and Scholarly Communications committee appreciates your consideration in this matter.

cc: Library and Scholarly Communications
Senate Office

Encl. (1)

Merced Division Bylaws

Part II. Title 4.

4. Library and Scholarly Communication

- A. Membership: This Committee consists of at least ~~four~~ seven members of the Merced Division, and two student members. The University Librarian and the Chief Information Officer serve as ex-officio. Representation includes four individuals who are contemporarily members of the Committee on Research, Committee on Academic Planning and Resource Allocation, ~~and~~ Graduate Council, and Undergraduate Council respectively, as well as up to three at-large members with no more than one representative from each School. 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.~~

Merced Division Bylaws

Part II. Title 4.

4. Library and Scholarly Communication

- A. Membership: This Committee consists of at least seven members of the Merced Division, and two student members. The University Librarian and the Chief Information Officer serve as *ex-officio*. 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, as well as up to three at-large members with no more than one representative from each School. The Committee also includes one graduate student member and one undergraduate student member.