UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, SEPTEMBER 8, 2008
2:00 p.m. to 3:30 p.m.
Library 460
Call in unavailable
Contact: Nancy Clarke (209) 228-7954

Revised AGENDA

Action	No.	Item	Encl.
Discussion/ Information	I.	Chair's Report – *Martha Conklin* A. Goals for 2008-2009 B. Recap of Senate Director and Division Chair/VChair Meeting	
Discussion	II.	Administrative Guests *Chancellor Steve Kang – Scheduled for 2:15 p.m.* *EVC/Provost Keith Alley – Scheduled for 3:15 p.m.*	
Discussion	III.	Medical School Planning Update	
Discussion	IV.	Recommendations on General Education	
	V.	Proposal for a UCM School of Management	
Discussion	VI.	Members' Items	

Information Item
2008-2009 Senate Committees

Systemwide review items: (documents will be posted to *ucmcrops* when available)
Appointing Divisional Academic Freedom committee members as ex-officio members in conjunction with reviewing proposals for funding by the tobacco industry pursuant to Regents resolution RE-89.

Proposed Amendments to Senate Bylaws 125.A.4, 128, and 130. Request from the University Committee on Academic Freedom (UCAF) to add the UCAF Chair to the Academic Council as a standing member.
Lead Reviewer: Divisional Council
Response date: Friday, November 21, 2008

Proposed Revisions to Academic Personnel Policies 110-4(10); 230-17; 230-18; 279-20; 360-80-a; 520-4; and 710-14-b, 710-14-1, 710-38, and 710-46; and Proposed New Academic Personnel Policy 765
(http://www.ucop.edu/acadadv/acadpers/apm/rev-110-4-etc.html)
Lead Reviewers: Committee on Academic Personnel; Divisional Council
Response Date: Friday, November 21, 2008

Report on the Professional Doctorate by a subcommittee of the UC Task Force on Planning for Doctoral and Professional Education.
Lead Reviewer: Divisional Council
Response date: Monday, November 24, 2008

Divisional Council
Minutes of Meeting
September 8, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:00 p.m. on Monday, September 8, 2008, in Room 460 of the Kolligian Library. Chair Martha Conklin presided. Members and guests are listed in Appendix A.

II. CHAIR'S REPORT – *Martha Conklin*

Chair Conklin welcomed new and returning Divco members. She briefly discussed the numerous documents that have recently been distributed to members that are associated with Medical School Planning. She noted that Chancellor Kang has hired a prestigious outside consulting firm to prepare the medical school proposal and has named Dean Maria Pallavicini as the Vice Provost for Health Sciences in addition to her duties as Dean of the School of Natural Sciences. To assist Dean Pallavicini, Professor Anne Myers Kelley has been named Associate Dean of Natural Sciences. The Academic Senate's recommendation for a "dedicated medical school planning director not associated with the School of Natural Sciences" will be discussed later in the meeting.

III. CHANCELLOR – *Sung-Mo "Steve" Kang*

Chancellor Kang updated members on the following items:

- Strategic Academic Planning. A draft Strategic Academic Plan is almost ready for faculty review. Before sending out to the faculty the SAP Subcommittees and the Divisional Council will be asked to review and comment.
- School of Management. A proposal is now ready for review. It is hoped that this item will be ready for transmittal office to the President's office in January.
- Space. The new modular space is now occupied. We are soon to break ground for the new Early Childhood Education Center which will accommodate 80 children. The Regents approved the third phase of student housing which will accommodate 300 students 2010. We continue to confer with UCOP to advance the schedule for the development of the Science and Engineering 2 building and to increase the size as well. Construction is about to begin on the Social Sciences and Management building. A new outdoor volleyball court is nearly completed. UCOP is considering a lease-revenue bond to meet our space needs and the infrastructure needs of UC Berkeley and UC Los Angeles.
- Succession Plans. The EVC/Provost search is progressing and over 30 applications have been received. We hope to have the new Provost in place by July 1, 2009. For the SSHA Dean search an outside consultant will be hired. Access to the review materials needs to be resolved.

- Dean Review. Reviews of the Deans of Engineering and Natural Sciences are ongoing; however, faculty input has been minimal. Professor O'Day commented that faculty input was requested in late June when most faculty were not on campus. When a faculty member wanted to review the materials there were several road block to overcome – materials had to be reviewed in the AP office. Confidentiality was also discussed and it was recommended that faculty be given the opportunity to provide comments directly and in confidence.

- School of Medicine. Chancellor Kang referred to the Medical School Planning Organization Chart. At a cost of approximately $2M the Washington Advisory Group was hired. He then indicated that he was about to make the announcement to the campus community that Maria Pallavicini would serve a dual role as Vice Provost for Health Sciences (60%) and Dean of the School of Natural Sciences (40%). He also indicated that Professor Anne Myers Kelley has assumed the part-time duties of Associate Dean.

  It was noted that the School of Natural Sciences' Executive Committee was only informed of the Chancellor's decision at 4 p.m. on Friday September 5th and the faculty in the School were generally uninformed of the impending announcement. Chancellor Kang apologized for the lack of information given to the faculty in Natural Sciences. He then noted the importance of the Senate's input and said he would appreciate receiving endorsement quickly as he intended to release an announcement early on September 7th.

  Chancellor Kang indicated that the Medical School Proposal will be placed on the July Regents Agenda for approval. He asserted that the proposal would be ready by January -- February at the latest, with a draft available by the end of November. Chair Conklin said that both the Merced Senate and the System-wide Senate would need sufficient time for review and suggested that January should be the Washington Group's goal. She then added that UC Riverside was successful not only in their preparation of their proposal for a Medical School but also in terms of their interactions with the Academic Senate.

  A member asked if a job description was available for the Vice Provost for Health Sciences position. The Chancellor replied "medical school planning." He added that fundraising for the Medical School would not conflict with fundraising for the School of Natural Sciences and that a new person will be hired for medical school fundraising.

IV. EVC/PROVOST – *Keith Alley*

In response to Chair Conklin's query regarding priorities for this academic year, Provost Alley said that the most pressing was the approval of WASC. The current lack of accreditation is beginning to impact our students in the health sciences who wish to transfer to certain graduate schools. A steering committee is currently being assembled; CoC will be invited to nominate representatives from the Undergraduate Council and the Graduate and Research Council. Martha has also been asked to participate.

V. APPOINTMENT OF MARIA PALLAVICINI, DEAN OF THE SCHOOL OF NATURAL SCIENCES, AS VICE PROVOST FOR HEALTH SCIENCES

Following up on the conversation begun with Chancellor Kang earlier, members discussed his pending announcement and what the Senate's input should be. Noting a *fait accompli* members strongly urged that the Senate's response should restate the original conditions associated with the faculty's approval for continued planning in the UC Merced Academic Senate Resolution on Medical Planning and in Chair Kantor's letter to the Chancellor dated May 16, 2008. [Appended to these Minutes]. Specifically that (1) any interested UC Merced faculty member should be invited to participate in the planning process; (2) administrative responsibility for Medical School planning would be moved to the Chancellor's Office and that the planning should be undertaken by a dedicated person, paid from private funds, who would report to the Chancellor and who would be free of other UC Merced responsibilities; and (3) Medical School Planning should be integrated into the on-going campus-wide Strategic Academic and Space Planning process.

Several members commented that Dean Pallavicini is well-qualified for the role of Vice Provost for Health Sciences and has unofficially been filling this role for the past five years. However, there remains specific concerns on how this appointment will ultimately impact the School of Natural Sciences.

ACTION: Senate Chair Conklin will share the Senate's comments in a letter to the Chancellor.

There being no further business the meeting adjourned at 3:50 p.m.

Attest: Chair Martha Conklin

Minutes prepared by Nancy Clarke, Senate Director

Appendix A

Divisional Council
2008-2009 Attendance Record

Members	**9/8**	**9/22**	**10/6**	**10/27**	**11/10**	**12/1**	**12/15**				
Colvin, Michael, Vice Chair	X										
Conklin, Martha, Chair	X										
Forman, Henry Jay (CoC)	--	Alt	Alt	Alt	Alt	Alt	Alt				
Heit, Evan (CAPRA)	X										
Leppert, Valerie (GRC)	X										
Martin-Rodriguez, M. (UGC)	X										
Mostern, Ruth (CoC Alt.)	--										
O'Day, Peggy (CRE)*	X										
Sun, Jian-Qiao (At-Large)	X										
Wallander, Jan (At-Large)	X										
Winston, Roland (CAP)	X										
Guests											
Chancellor Kang	X										
EVC/Provost Alley	X										
Staff											
Clarke, Nancy	X										
Paul, Fatima	--										
Takhar, Simrin	X										

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, SEPTEMBER 22, 2008
2:00 p.m. to 3:30 p.m.
Library 460
Call in unavailable
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT – *Martha Conklin*** A. Regent Marcus Symposium B. Organizing for the 2008-2009 Senate Year C. Merced Division Meeting Set for December 4, 2008	
Action	II.	**CONSENT CALENDAR** A. Draft Minutes, Meeting of September 8, 2008 B. Committee on Committee Items: 1. Graduate Student for the Graduate and Research Council: Nominee: Ryan Lucas (current GSA Campus Affairs Officer), second year Ph.D. student in the Environmental Systems Program. 2. Undergraduate Student for the Undergraduate Council: Nominee: Justice Phillip Marzouk, Junior majoring in Chemical Sciences with an emphasis in Biology. 3. UC Merced Safe Travel Standing Committee (meets 9/26), Nominees: David Kelley, Sean Malloy 4. Parking Committee Nominees: Michael Colvin in the event Martha Conklin does not continue.	tbd
Discussion	III.	**STRATEGIC ACADEMIC PLANNING DOCUMENTS** *These "DRAFT" Reports are not to be distributed beyond DIVCO. Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	
Discussion/ Action	IV.	**POPULATING THE SYSTEM-WIDE COMMITTEES** *A request from GRC*	1
Discussion	V.	**RECOMMENDATIONS ON GENERAL EDUCATION** *Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	
Discussion	VI.	**PROPOSAL FOR A SCHOOL OF MANAGEMENT** *Is the proposal ready for review? DRAFT Report Provided Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	

Discussion VII. **COMMITTEE CHAIRS' REPORTS**

CAPRA – *Evan Heit*
CoC – *Vice Chair Ruth Mostern*
GRC – *Valerie Leppert*
CRE – *Peggy O'Day*
UGC – *Manuel M. Martin-Rodriguez*

Information Item
Revised Senate Slate

Systemwide review items: *(documents are posted on ucmcrops DIVCO 0809 Resources in the **System-wide Review Items** Folder)*

1. Appointing Divisional Academic Freedom committee members as ex-officio members in conjunction with reviewing proposals for funding by the tobacco industry pursuant to Regents resolution RE-89.

2. Proposed Amendments to Senate Bylaws 125.A.4, 128, and 130. Request from the University Committee on Academic Freedom (UCAF) to add the UCAF Chair to the Academic Council as a standing member.
   Lead Reviewer: Divisional Council
   Response date: Friday, November 21, 2008

3. Proposed Revisions to Academic Personnel Policies 110-4(10); 230-17; 230-18; 279-20; 360-80-a; 520-4; and 710-14-b, 710-14-1, 710-38, and 710-46; and Proposed New Academic Personnel Policy 765 (http://www.ucop.edu/acadadv/acadpers/apm/rev-110-4-etc.html)
   Lead Reviewers: CAP, Divisional Council
   Response Date: Friday, November 21, 2008

4. Report on the Professional Doctorate by a subcommittee of the UC Task Force on Planning for Doctoral and Professional Education.
   Lead Reviewer: GRC, Divisional Council
   Response date: Monday, November 24, 2008

UNIVERSITY OF CALIFORNIA ACADEMI

Divisional Council
Minutes of Meeting
September 22, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:00 p.m. on Monday, September 22, 2008, in Room 460 of the Kolligian Library. Chair Martha Conklin welcomed Committee on Committees (CoC) Vice Chair Ruth Mostern. CoC Chair Forman is on sabbatical this semester. Members and guests are listed in Appendix A.

II. CHAIR'S REPORT – *Martha Conklin*

A. Regent Marcus Academic Organizational Structure Symposium.
Following a visit to UC Merced last spring, Regent Marcus has decided to fund a symposium on academic organizational structure. Academic leaders from other institutions of higher learning will be invited to the campus. Former Senate Chair Kantor is involved in the symposium's organization. Professor Heit agreed to be the Senate's liaison.

B. Organizing for the 2008-2009 Senate Year.
Chair Conklin asked members for their thoughts on what the goals of the Council should be this academic year. She stated that one of her main goals is to have a rewrite of our current Senate Bylaws and Regulations. Committee on Rules and Elections (CRE) Chair Peggy O'Day interjected that CRE has already begun a dialogue with her committee on how to proceed.

Chair Conklin addressed another area that needs work – establishing a policy and procedures manual. It was noted that every campus has administrative policies and procedures.

ACTION: Senate Director Clarke will gather samples of the policy and procedures manuals (their table of contents).

Additionally, each campus has specific policies and procedures for the academic personnel process. Merced's MAPP is still a work-in-progress. Last year's Council reviewed the revised Draft and a few members forwarded specific recommendations for changes. This information was to be reported back to Academic Personnel, however, as of this date it has not.

ACTION: Director Clarke will send the Draft MAPP and comments received, to this year's Council for review.

C. Merced Division Meeting Set for December 4, 2008.
Chair Conklin asked members for their start time preference for the scheduled December 4, 2008 meeting of the Division. It was decided to have an afternoon meeting. President Yudof and Academic Council Chair Croughan have been invited. Council members are asked to join the guests at a luncheon that day.

D. Other – Space
Chair Conklin explained that she attended a Campus Physical Planning Committee meeting today and was somewhat surprised by the information that was presented. She brought along a copy of the Chancellor's State Funded Capital Improvement Chart indicating projections for Medical Research/Education Infrastructure and utilities in 2012-13 and Medical Research/ Education Building in 2012-12. Professor Wallander offered to share additional data that may be more up-to-date. It was agreed that CAPRA would study this data and report back to the Council.

III. CONSENT CALENDAR

Committee on Committee Items:
ACTION: The following items were approved as presented.

1. Graduate Student nominee to serve on the Graduate and Research Council.
2. Undergraduate Student nominee to serve on the Undergraduate Council.
3. UC Merced Safe Travel Standing Committee nominee.
4. Two WASC subcommittee nominees.

The following item will return to CoC:

5. Identify Parking Committee Nominee

IV. EVC/PROVOST – *Keith Alley*

The Provost referred to President Yudof's Draft Accountability Report recently distributed to the Chancellors. Although the Senate will likely receive this document from the Academic Council, the Provost offered to provide it.

The Strategic Academic Planning documents have been distributed to Council. The Provost asks that it also be distributed to the Senate's committees. Chair Conklin commented that this item will be thoroughly discussed at the October 6, 2008 Council meeting.

Provost Alley mentioned that President Yudof has responded to the Academic Council's communication on UC Merced's funding. Council will pursue.

V. POPULATING SYSTEM-WIDE SENATE COMMITTEES

Graduate and Research Council (GRC) Chair, Valerie Leppert, requested that the Divisional Council wrestle with the issue of populating the system-wide Senate committees. She noted that she was the Merced representative to the Coordinating Committee on Graduate Affairs and that Vice Chair Patti LiWang was a member of the University Committee on Research Policy. GRC has been unsuccessful in identifying members to serve on the University Committee on Library and Scholarly Communication or the University Committee on Computing and Communications.

Professor Leppert has asked that the Divisional Council consider both the wisdom of populating all of the system-wide committees and a method other than identifying members from a specific Senate committee.

A table of system-wide Senate committee vacancies and their corresponding Merced Senate committee was provided by Director Clarke:

Divco	(UCFW) University Committee on Faculty Welfare
Divco	(UCAF) University Committee on Academic Freedom
Divco	(UCAAD) University Committee on Affirmative Action and Diversity
GRC	(UCOLSC) University Committee on Library and Scholarly Communication
GRC	(UCCC) University Committee on Computing and Communications
UGC	(UCEP) University Committee on Educational Policy
UGC	(BOARS) Board of Admissions and Relations with Schools
UGC	(UCIE) University Committee on International Education
UGC	(UCOPE) University Committee on Preparatory Education

ACTION: Members agreed that an invitation to serve on a system-wide Senate committee should be extended to all Merced Senate faculty. If selected, the system-wide committee member would be an ex-officio non-voting member of the corresponding Merced Senate committee.

VI. RECOMMENDATIONS ON GENERAL EDUCATION

Professor O'Day, former Undergraduate Council (UGC) Chair reminded members of last year's committee report on General Education. A brief discussion on how best to approach the report ensued. In the short term UGC has approved a temporary solution to deal with CORE 1 courses.
ACTION: This item will be placed on the October 6, 2008 Council Agenda.

VII. PROPOSAL FOR A SCHOOL OF MANAGEMENT

Chair Conklin reported that she was in receipt of a draft copy of the School of Management proposal.
ACTION: The final version of the proposal will be sent to Council when available.

There being no further business the meeting adjourned at 3:50 p.m.

Attest: Chair Martha Conklin

Minutes prepared by Nancy Clarke, Senate Director

Appendix A

Divisional Council
2008-2009 Attendance Record

Members	**9/8**	**9/22**	**10/6**	**10/27**	**11/10**	**12/1**	**12/15**				
Colvin, Michael, Vice Chair	X	X									
Conklin, Martha, Chair	X	X									
Forman, Henry Jay (CoC)	--	Alt	Alt	Alt	Alt	Alt	Alt				
Heit, Evan (CAPRA)	X	X									
Leppert, Valerie (GRC)	X	X									
Martin-Rodriguez, M. (UGC)	X	X									
Mostern, Ruth (CoC Alt.)	--	X									
O'Day, Peggy (CRE)*	X	X									
Sun, Jian-Qiao (At-Large)	X	X									
Wallander, Jan (At-Large)	X	X									
Winston, Roland (CAP)	X	A									
Guests											
Chancellor Kang	X	--									
EVC/Provost Alley	X	X									
Staff											
Clarke, Nancy	X	X									
Paul, Fatima	--	X									
Takhar, Simrin	X	X									

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, OCTOBER 6, 2008
2:00 p.m. to 3:30 p.m.
Library 460
Call in unavailable
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT – *Martha Conklin***	
		A. Academic Council Meeting Highlights	
		B. APM 620 and Divco's Role	1
		C. ASUCM President's Request Regarding the *Talloires Declaration*	2
Action	II.	**CONSENT CALENDAR**	
		A. Draft Minutes, Meeting of September 8, 2008 and September 22, 2008	tbd
		B. Committee on Committee *Consent items will be distributed at the meeting.*	tbd
		C. UCM Ruling and Proposed Bylaw Language *Divco is asked to reaffirm approval of the language proposed by the Rules committee in connection with Ruling 1.08A which reads:*	3

Graduate Course Approval

The UC Merced Graduate and Research Council is delegated authority to establish rules for graduate education. Thus, the Research and Graduate Council has the authority to establish procedures for the review and approval of graduate emphasis areas and graduate groups. The Graduate and Research Council is also empowered to review proposals for graduate courses and to establish procedures for its internal review of graduate courses.

The UCM Divisional Bylaws expressly delegate all Divisional course approval authority to the Undergraduate Council. While the authority to approve courses rests with the Undergraduate Council, the exercise of that authority can be informed by course approval or rejection by the Graduate and Research Council.

Action	No.	Item	Encl.
Discussion	III.	**ADMINISTRATIVE GUEST** *EVC/Provost Keith Alley – Scheduled for 3:15 p.m.*	
Discussion	IV.	**STRATEGIC ACADEMIC PLANNING DOCUMENTS** *Initial Discussion. "DRAFT" Reports have been distributed to UGC, GRC and CAPRA for review and comment.* *Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	
Discussion/ Action	V.	**RETIREE REHIRE POLICY** This policy was adopted by the Regents on 9/18/08 and will take effect on 1/1/09. *Available at ucmcrops DIVCO 0809 Resources in the **System-wide Review Items** Folder*	
Discussion/ Action	VI.	**RECOMMENDATIONS ON GENERAL EDUCATION** *Request for establishment of an ad hoc committee.* *Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	
Discussion	VII.	**PROPOSAL FOR A SCHOOL OF MANAGEMENT** *Final version has now been distributed to UGC, GRC, and CAPRA for review and comment.* *Available at ucmcrops DIVCO 0809 Resources in the **Campus Review Items** Folder*	
Discussion	VIII.	**COMMITTEE CHAIRS' REPORTS** CAPRA – *Evan Heit* CoC – *Vice Chair Ruth Mostern* GRC – *Valerie Leppert* CRE – *Peggy O'Day* UGC – *Manuel M. Martin-Rodriguez*	

Information Item

"A" Revised APM 220 Language regarding advancement to Step VI and Above Scale which is effective immediately for implementation no later than July 1, 2009.

Systemwide review items: *(documents are posted on ucmcrops DIVCO 0809 Resources in the **System-wide Review Items** Folder)*

1. Appointing Divisional Academic Freedom committee members as ex-officio members in conjunction with reviewing proposals for funding by the tobacco industry pursuant to Regents resolution RE-89.

Action	No.	Item	Encl.
Discussion	X.	**COMMITTEE CHAIRS' REPORTS** CAPRA – *Evan Heit* CoC – *Vice Chair Ruth Mostern* GRC – *Valerie Leppert* CRE – *Peggy O'Day* UGC – *Manuel M. Martin-Rodriguez*	

Campus Review Items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, Campus Review Items Folder)*

1. **SCHOOL OF MANAGEMENT PROPOSAL**
   Final version has now been distributed to UGC, GRC, and CAPRA for review and comment. This item will be discussed at the ***November 21, 2008*** *Council meeting.*

2. **CAMPUS LONG RANGE DEVELOPMENT PLANS**
   This item was distributed directly to members on behalf of Tom Lollini on October 6, 2008. In a subsequent email from Chair Conklin, CAPRA, GRC and UGC Chairs were asked to take the document to their committees for review. The 60-day open comment period begins in early November. This item will be discussed at the ***December 2, 2008*** *Council meeting.*

Systemwide review items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, System-wide Review Items Folder)*

1. Appointing Divisional Academic Freedom committee members as ex-officio members in conjunction with reviewing proposals for funding by the tobacco industry pursuant to Regents resolution RE-89.

2. Proposed Amendments to Senate Bylaws 125.A.4, 128, and 130. Request from the University Committee on Academic Freedom (UCAF) to add the UCAF Chair to the Academic Council as a standing member.
   Lead Reviewer: Divisional Council
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3. Proposed Revisions to Academic Personnel Policies 110-4(10); 230-17; 230-18; 279-20; 360-80-a; 520-4; and 710-14-b, 710-14-1, 710-38, and 710-46; and Proposed New Academic Personnel Policy 765 (http://www.ucop.edu/acadadv/acadpers/apm/rev-110-4-etc.html)
   Lead Reviewers: CAP, Divisional Council
   Response Date: Friday, November 21, 2008

UNIVERSITY OF CALIFORNIA ACADEMIC SENAT

Divisional Council
Minutes of Meeting
October 6, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:00 pm on Monday, October 6, 2008, in Room 460 of the Kolligian Library, Chair Martha Conklin presiding. Members and guests are listed on Appendix A.

II. CHAIR'S REPORT – *MARTHA CONKLIN*

A. Academic Council Meeting Highlights

- UC President Mark Yudof's primary focus is protection of the retirement fund (not salaries). The health care cost of retirees is also concern. Chair Conklin reminded faculty that they will resume contributions in July 2009.
- Following analysis provided by UCFW, the Academic Council is opposed to privatizing the UC retirement fund. They will convey this to the President.
- There will be a mid-year budget cut to the UC system.
- There is an issue of students violating copyrights. The UC is of the opinion that if any students take graded homework or exams and post it on their own private websites, they are violating UC copyright. Faculty are encouraged to state this on their syllabi.
- President Yudof was apparently not fully aware of UC Merced's pressing need for classroom space. It is essential that we document our needs and convey this to him. Part of the problem is a lack of information from the Administration.
- There is a sizeable gap between what we are asking OP for and what we are getting. We need $80M a year for capital funding but we are getting $80M over five years.
- The Chancellor has officially put in his space request to UCOP without asking for Senate input. CAPRA should review and assess the space request. The Council will follow up with the Chancellor.

B. APM 620 and the Divisional Council's Role

- Chair Conklin stated that she has heard from some faculty members that their off-scale salary was cut with their most recent raise. This item will be discussed later when the Provost arrives.
- APM 620 states that the Academic Senate should be consulted in establishing a salary administration policy. We will discuss this item with the Provost.

C. ASUCM President's Request Regarding the *Talloires Declaration*

- The Divisional Council discussed the Resolution requesting the Senate to urge Chancellor Kang to sign the *Tallories Declaration*. It was noted that more than 180 institutions of high education from the United States have signed the Declaration. UC Santa Barbara is the only UC to have signed. The Council certainly supports the sentiment of the *Tallories Declaration*; in fact, many of this organization's principles are in harmony with the principles that currently exist here at UC Merced.

ACTION: The Council will not formally encourage Chancellor Kang to join the other signatories at this time. However, the Council will encourage the ASUCM to approach the Chancellor on this issue. The Council would welcome a dialogue with the Chancellor should he wish to initiate the discussion.

III. CONSENT CALENDAR

A. The Draft Minutes for the meeting of September 8, 2008 were distributed at the meeting. Minutes for the meeting of September 22, 2008 will be distributed when completed.

ACTION: Pending member comments within the next 48 hours, the Minutes were approved as written.

B. Committee on Committees

ACTION: The following items were approved as presented:

- Undergraduate Student for CAPRA
- WASC Steering Committee Nominee
- Transportation and Parking Committee Nominee
- Request to send out a campus-wide invitation to faculty to serve on System-wide Senate Committees. There are openings on the following:
  University Committee on Faculty Welfare
  University Committee on Affirmative Action and Diversity
  University Committee on Academic Freedom
  University Committee on Educational Policy
  Board of Admissions and Relations with Schools
  University Committee on Preparatory Education
  University Committee on Library and Scholarly Communication
  University Committee on Computing and Communications

C. UCM Ruling and Proposed Bylaw Language

ACTION: Members reaffirmed the prior decision of the 2007-2008 Divisional Council to modify the language in Senate Bylaws II.4.B and II.4.C giving graduate course approval to the Graduate and Research Council. This action is consistent with Senate Ruling 1.08A. The modified language will now be placed on the next Merced Division Meeting which is scheduled for December 4, 2008.

IV. STRATEGIC ACADEMIC PLANNING DOCUMENTS

A committee member referred to the Bylaw 55 language in the Academic Organization Structure document noting that it is up to the Faculty to decide the structure of Schools and Bylaw 55 units. This sentiment is not consistent with the document.

ACTION: The Senate's Committee on Rules and Elections, will be asked to review the language, where it exists, of the other Senate offices on this topic. With this information and consultation from CRE and the Divisional Council, a policy will be formulated for the Senate's approval. As required, the Senate will then present its findings to the Provost. Chair Conklin will request that the Provost identify the administrative approval process that will be utilized.

V. ADMINISTRATIVE GUEST – *EVC/PROVOST KEITH ALLEY*

- Chair Conklin reminded Provost Alley of their conversation about the yearly notification about salaries indicating the base salary and off-scale component.. The Provost said that he agreed this was a good idea.
- Chair Conklin reminded the Provost of Academic Personnel Manual Section 620-80 which reads in part "*Chancellors, in consultation with the Academic Senate shall develop local procedures for the implementation of the off-scale policy. Such procedures shall include the criteria for appointment or advancement to a position with an off-scale salary, as well as for an appointee's continuation with an off-scale salary or return to an on-scale salary.*" It is the Senate's desire to work with the Chancellor and/or Provost in developing these policies. A formal request will be sent to the Provost.
- In response to the Council's lament that adequate information on Merced's current classroom space is not available, the Provost replied that he is aware that the Registrar's office is still developing software for this purpose. He acknowledged that there is a mismatch between what the initial expectation of UC Merced was and the reality of the campus now. There is the possibility that we will have to build a temporary facility that has four classrooms that seat 120-150 students each.
- EVC Alley agreed that good modeling for classroom space and instructional laboratories is required to convince OP that we are short on teaching space.
- Chair Conklin summarized the committee's earlier discussion about Dean's Review and the confidentiality issue. EVC Alley replied that he was not aware our Review policy differed from UC Irvine's. There was some discussion about whether CAP received a letter asking them to contribute to the Dean's Review.

VI. RETIREE REHIRE POLICY

Because of the brief response deadline of October 15, 2008, this item was not distributed beyond the Divisional Council. Director Clarke reported that there was general concern that this revised policy found its way to The Regents without the benefit of the normal Senate review process. Chair Conklin indicated that as to the policy itself, the revisions may result in an unintended hardship to UC Merced who has benefitted from the service of retired UC administrators, staff and faculty. Some aspects of the policy, such as placing a 12-month lifetime limitation on rehiree service and lowering the appointment percentage from 46% to 43%, should be modified. The Council members also concerned the new requirements for approval and reporting to be unnecessarily onerous.

ACTION: The Division will respond to the Academic Council on this issue.

VII. RECOMMENDATIONS ON GENERAL EDUCATION

Due to time constraints, this item will be placed on the next Divisional Council agenda.

VIII. PROPOSAL FOR A SCHOOL OF MANAGEMENT

The revised School of Management proposal has now been distributed to GRC, UGC and CAPRA for review. Chair Conklin indicated that CAPRA has asked her to acquire external expertise on the budget. She said that she will send Council members the names of the three individuals she found, two are from UC Berkeley and one is from UCLA.

IX. COMMITTEE CHAIRS' REPORTS

UGC – Professor Manuel M. Martin-Rodriguez

A brief discussion took place on the financial and academic problems associated with CORE. When the discussion turned to the creating a UGC ad hoc or subcommittee to pursue this important issue, a broader discussion on who and how ad hoc committees and subcommittees are formed emerged.

ACTION: CRE Chair Peggy O'Day will look into this issue and report back to the Council.

There being no further business, the meeting adjourned at 3:30 pm.

Attest: Martha Conklin, Senate Chair

Minutes prepared by Simrin Takhar and Nancy Clarke

Appendix A

Divisional Council
2008-2009 Attendance Record

Members	**9/8**	**9/22**	**10/6**	**10/27**	**11/10**	**12/1**	**12/15**				
Colvin, Michael, Vice Chair	X	X	X								
Conklin, Martha, Chair	X	X	X								
Forman, Henry Jay (CoC)	--	Alt	Alt	Alt	Alt	Alt	Alt				
Heit, Evan (CAPRA)	X	X	X								
Leppert, Valerie (GRC)	X	X	X								
Martin-Rodriguez, M. (UGC)	X	X	X								
Mostern, Ruth (CoC Alt.)	--	X	X								
O'Day, Peggy (CRE)*	X	X	X								
Sun, Jian-Qiao (At-Large)	X	X	X								
Wallander, Jan (At-Large)	X	X	X								
Winston, Roland (CAP)	X	A	A								
Guests											
Chancellor Kang	X	--									
EVC/Provost Alley	X	X	X								
Staff											
Clarke, Nancy	X	X	X								
Paul, Fatima	--	X	X								
Takhar, Simrin	X	X	X								

UNIVERSITY OF CALIFORNIA ACADEMIC SENATE • MERCED DIVISION

Divisional Council
Minutes of Meeting
October 27, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:00 pm on Monday, October 27, 2008, in Room 460 of the Kolligian Library, Chair Martha Conklin presiding. Members and guests are listed on Appendix A.

II. CHAIR'S REPORT – *Martha Conklin*

A. Academic Council Meeting Highlights.

- As the UC system entertains its second round of budget cuts (estimated to be $50M) for the 2008-2009 budget year, President Yudof announced that UC Merced will be spared these cuts.
- Associated with budget cuts is the issue of student growth. The President acknowledged that UC Merced, and possibly one or two other UC campuses, need to continue to grow.
- Having no Merced representative on BOARS is a serious concern. Every effort must be made to identify a participant.
- The Academic Council supported (with one dissent) the sentiments of Merced's October 21, 2008, letter to Senate Chair Mary Croughan (UCSF) on the subject of UC Merced Funding. Following the Council meeting, Chair Conklin met with President Yudof. In keeping with Administrative/Senate protocol, Academic Senate Vice Chair Henry Powell (UCSD) also attended. Upon reviewing Merced's letter President Yudof commented that UC Merced cannot continue to request capital funding from UCOP without a decent plan on how the campus wants to grow.

B. Senate Budget for 2008-2009. The Senate received permanent base funding of an additional .50 FTE which allowed for the hiring of a full time administrative position. There was a modest increase to the Senate research awards to $107,000 (previously $95,000). An additional $5,000 has been allocated for Senate Awards (teaching, research, service).

C. Senate Service Compensation, to recognize Senate leadership roles, was increased by 7% to $46,000. Based on previous years' distribution, funds will be distributed as follows:

$11,500.00, Senate Chair Martha Conklin
$11,500.00, CAP Chair Joseph Cerny
$ 7,666.66, GRC Chair Valerie Leppert
$ 7,666.66, UGC Chair Manuel Martin-Rodriguez
$ 7,666.66, CAPRA Chair Evan Heit

D. President Yudof's Draft Accountability Report is out for initial comment. The primary audience for this report, to be updated on an annual basis, is the California legislature. The report provides data and analysis on 102 indicators for all UC and for each campus. During today's discussion members questioned whether these were the "right" indicators.

CAPRA Chair Heit commented that splitting the table and charts by campus is not to Merced's advantage and that other indicators would be more meaningful. Chair Conklin explained that initial comments will be shared at the November Academic Council meeting and that a revised version will be issued in January for system-wide review.

ACTION: Due to the short turn-around of this item some committees may not be able to review and provide comments. If possible, however, preliminary comments are invited and would be useful.

III. CONSENT CALENDAR

ACTION: Pending member comments, the Draft Minutes for the meetings of September 22, 2008 and October 6, 2008 were approved.

IV. COMMITTEE ON RULES AND ELECTIONS

Divisional Council Chair Conklin requested a formal ruling on whether persons holding administrative appointments may serve as regular members of UC Merced Academic Senate committees. The Committee on Rules and Elections (CRE) studied the existing Merced, System-wide, and Bylaws of the other UC campuses. Two formal rulings resulted:

Ruling 10.08A

> No member of the Division holding an administrative title of Chancellor, Vice Chancellor, Provost, Vice Provost, Dean, Associate Dean, Director of an ORU or MRU, or titles with equivalent levels of administrative responsibility, may serve as a member of a divisional committee or as a representative of the Merced Division to any taskforce, committee, or agency (except in a non-voting, ex officio capacity as provided in these Bylaws.) These restrictions do not apply to chairs of academic departments or programs, or to titles with equivalent levels of administrative responsibility, with the exception of membership on the Committee on Academic Personnel, the Committee on Privilege and Tenure, and the Committee on Academic Planning and Resource Allocation.

Ruling 10.08B

> Partial appointments to administrative positions above the level of academic department or program chair (or equivalent officers) are equivalent to full appointments for the purposes of personnel and academic policies.

CRE Chair O'Day explained that the University of California Senate Bylaws and individual Division Bylaws all have provisions that speak to membership and committee appointments on committees of the UC Academic Senate and on Divisional Senate committees. The proposed language would remove the ambiguity surrounding this issue.

CRE recommends that the following Bylaw change be approved by the Divisional Council and forwarded to the Merced Division for a vote. CRE also recommends that this item be effective upon approval by the Division.

UCM SENATE BYLAWS, PART II. COMMITTEES

1. APPOINTMENT AND TERM

A. Appointment

- Unless these Bylaws specify otherwise, the Committee on Committees appoints all committees of the Division and designates their chairs and vice chairs.
- It may also appoint a panel of alternates (prescribing their order of priority) to serve whenever a regular member is temporarily unable to serve.
- All appointments by the Committee on Committees are subject to confirmation by the Divisional Council.
- <u>No member of the Division holding an administrative title of Chancellor, Vice Chancellor, Provost, Vice Provost, Dean, Associate Dean, Director of an ORU or MRU, or titles with equivalent levels of administrative responsibility, may serve as a member of a divisional committee or as a representative of the Merced Division to any taskforce, committee, or agency (except in a non-voting, ex officio capacity as provided in these Bylaws.) These restrictions do not apply to chairs of academic departments or programs, or to titles with equivalent levels of administrative responsibility, with the exception of membership on the Committee on Academic Personnel, the Committee on Privilege and Tenure, and the Committee on Academic Planning and Resource Allocation.</u>

ACTION: The proposed language was approved as written. This item will be placed on the December 4, 2008, Meeting of the Merced Division Agenda.

V. COLLEGE ONE -- CORE 1 COURSE APPROVAL

Last year the Divisional Council took receivership of College One and assumed the responsibility for CORE 1 and CORE 100. VPUE Viney has requested that the Council approve a new CRF (World at Home). The requested change is seen as a way to provide a temporary fix to a serious space problem in spring 2009.

Explanation of Change(s): This course was previously offered as 2 hours of lecture and 2 hours of discussion. It will now be 1 hour of lecture and 3 hours of discussion. The latter includes 12 hours of class preparation and evaluation of writing (30 minutes of evaluation per student in a class of 20). Evaluation includes review of essay drafts, in-class writing, journals, quantitative assignments, and reports of collaborative work.

Members initially discussed whether a formal CRF change was necessary. Former UGC Chairs O'Day and Colvin recounted several instances where temporary exceptions to CRFs were made as an alternative. It was also noted that the only requested change appeared to be in course delivery not course content. In the final analysis members agreed to approve the CRF as requested.

Subsequent to the meeting, members voted to approve the CRF and to forward it on to the Undergraduate Council for final action.

IV. STRATEGIC ACADEMIC PLANNING DOCUMENTS

Written comments from CAPRA, GRC and UGC on the UC Merced Strategic Academic Plan DRAFT Version 5.0 (September 15, 2008) and UC Merced Academic Organizational Structure Analysis and Recommendations DRAFT Version 5.0 (September 15, 2008) were reviewed and discussed. From that discussion a Divisional response was crafted. The response will clearly state that the Senate neither approves nor disapproves the SAP reports but rather sees them as a first step in identifying a growth trajectory that will establish UCM as a leading research university. Council members agreed that when the faculty-at-large review the document they should be encouraged to consider the following:

1. What is the role of the themes in long-term planning and resource allocation?
2. Do these themes reflect full range of current and future research and teaching plans?
3. How should localism be balanced with global research questions? With UC standards of faculty research?
4. What is the role of planning institutes and schools in long-term and resource allocations? Are they necessary? Is the number of schools proposed overly ambitious? Do they correspond to existing expertise?
5. What organizational structure will best support the proposed growth?
6. How will the SAP, if successfully implemented, produce a top quality University that is distinctive, and differentiated from the other nine campuses?

These points will be expanded upon in the final Divisional Council letter. The letter will also emphasize some concerns about the campus trajectory in a period of limited resources. Members agreed that School Strategic Plans, the united vision of the faculty, and the appropriate allocation of resources by the administration will be critical in achieving the goal to make UCM known for its UC quality teaching and research excellence.

VI. CAMPUS GOAL SETTING

To assist Chancellor Kang in his response to President Yudof's call for *Campus Two-year Goals (for 2008-2009 and 2009-2010*, the Senate has been asked to identify a list of goals. Members commented that the highest priority is to establish a viable UC-quality campus. To achieve that goal the Council identified five areas of need: (1) adequate resources for the core campus; (2) an actionable plan that supports our growth trajectory; (3) a more transparent administrative decision making structure that incorporates both central administration and schools for resource allocation; (4) in concert with UCOP, identify a strategic growth plan that articulates the total quantity of resources required for the campus to achieve *equal quality with the other UC campuses*; and (5) structures to accommodate academic growth.

In an effort to be proactive, Chair Conklin suggested that the Senate, with administrative consultation, develop new Bylaws and policy and procedures. She acknowledged that this is a large task; within this task the highest priority is developing Senate policies for Bylaw 55 unit formation.

Members agreed that other activities, such as developing a School of Medicine and School of Management, should not detract from the University's central mission of moving the campus to a sustainable financial situation. Conklin emphasized that these new Schools should be developed in a manner that allows them to open when the campus has reached a state of stability with some programs having established national recognition.

ACTION: The Council's comments will be provided to the Chancellor with a recommendation that work on these goals begin immediately. It will also be suggested that in order to gauge progress and to develop synergy, monthly meetings with the Chancellor and administration and the corresponding Senate committee chairs should take place.

VII. RECOMMENDATIONS ON GENERAL EDUCATION

At the October 27, 2008 Divisional Council meeting, members agreed that an ad hoc committee on general education should be established to determine how to evolve the CORE 1 and CORE 100 course requirements. The ad hoc committee would report to and consult with the Academic Senate (through the Undergraduate Council) on their progress. Ideally the committee will include members from all three schools with a designated ladder-ranked faculty member as chair. Ex officio members should include Vice Provost for Undergraduate Education Christopher Viney, Adjunct Professor Wil van Brugel and Director Robert Ochsner. A formal charge follows.

- For CORE 1 the committee should determine ways to involve ladder-ranked faculty in the development and delivery of a CORE 1 module (or perhaps many modules).
- For CORE 100 the committee should determine how to phase in a permanent solution over the next two years, with the potential to offer a limited-enrollment version(s) of CORE 100 beginning in spring 2009.

Specific considerations should include:

1. Long-term planning. Are CORE 1 and CORE 100 sustainable when we reach 5,000 students and freshman classes are larger than 1,000 students?
2. Identify human resources needed for course delivery.
3. Determine appropriate space needs.
4. CORE 1 delivery options (e.g. ratio of live vs. taped lectures, ratio of ladder faculty/lectures, etc.).
5. Teaching load credit for participating ladder faculty.
6. The role of specific disciplines in course delivery (FTE resources may be associated with this, please see the attached CAPRA memo).
7. Alternatives to CORE 100 (please see the attached UGC report and CAPRA memo).
8. Meeting WASC accreditation needs.

ACTION: Committee on Committees will be asked to constitute an ad hoc committee on general education.

There being no other business, the meeting adjourned at 4:10 p.m.

Attest: Martha Conklin, Chair

Minutes prepared by Nancy Clarke, Senate Director

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, NOVEMBER 10, 2008
2:15 p.m. to 4:00 p.m. ***(Note new start & finish times)***
Library 460
Call in unavailable
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT – *Martha Conklin***	
		A. Draft Accountability – Initial Comments Requested *President Yudof issued a draft accountability report (posted on ucmcrops). Informal comments are requested as the November 24th Academic Council meeting. Written comments prior to the meeting are encouraged. A revised version will be issued in January and will be reviewed systemwide.*	
		B. Configuration of Senate/Administration Committee and establishing a committee charge.	
		C. Merced Division Meeting Agenda	1
		D. UCFW Budget Recommendations to the Academic Council *Please note: This report is considered Confidential. Members should not distribute beyond the Divisional Council at this time.)*	2
Action	II.	**CONSENT CALENDAR**	
		A. Draft Minutes, October 27, 2008	3
		B. Committee on Committees *Specific items to be distributed at the meeting.*	tbd
		C. Merced Division Meeting Minutes: December 6, 2007 and May 22, 2008	4 5
Discussion/ Action	III.	**SENATE AWARDS --** *Last year's Divisional Council approved the criteria and procedures for the following GRC Awards:*	
		1. Distinguished Faculty Research Award (for tenured faculty)	6
		2. Early Career Research Award (for untenured faculty) *3. Distinguished Graduate Teaching/Mentorship Award and the following UGC Award:*	
		4. Distinguished Undergraduate Teaching Award	7

Action	No.	Item	Encl.
		The Divisional Council did not approve the criteria and procedures for the Senate Service awards. From the Minutes of May 15, 2008: Initial concerns focused on both the process and outcome of the Committee on Committee's ad hoc committee's report. Chair Kantor asserted that the CoC ad hoc committee should have been comprised of CoC members, not members that CoC selected.	8
		CoC Chair Colvin did not necessarily share Kantor's interpretation. As to the product of the ad hoc committee, members generally objected to the renaming of the Award for Distinguished Scholarly Public Service to the Chancellor's Award for Distinguished Scholarly Public Service. Further, members were unconvinced that the Spiess Award should be coupled with the systemwide Senate's Oliver Johnson Award.	
		***ACTION:** Owing to time constraints, members agreed to review the procedures over the next several weeks and to forward comments to Chair Kantor and Director Clarke. Then, before the next academic year, Chair Kantor and Professor O'Day will review all comments received and fine-tune the language. Members will receive a final report prior to the next academic* year.	
Information	IV.	**ADMINISTRATIVE GUESTS** ***Chancellor Steve Kang** (will visit, time unscheduled)* ***EVC/Provost Keith Alley** (scheduled for 3:30 p.m.)*	
Discussion	V.	**IT REQUEST FOR SENATE NOMINEE** *CoC has been asked to appoint a Senate member to the IT Advisory Committee. When presented to CoC, members agreed that there was a larger issue that should be considered; namely, has the Senate opined on the charge to the IT committee or its composition? CoC encouraged the Graduate and Research Council to take up this item.*	Previously Distributed and @ ucmcrops
Discussion	VI.	**COMMITTEE CHAIRS' REPORTS** CAP – *Vice Chair Roland Winston* CAPRA – *Evan Heit* CoC – *Vice Chair Ruth Mostern* GRC – *Valerie Leppert* CRE – *Peggy O'Day*	

Campus Review Items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, Campus Review Items Folder)*

1. **SCHOOL OF MANAGEMENT PROPOSAL**
   Final version has now been distributed to UGC, GRC, and CAPRA for review and comment. This item will be discussed at the ***December 1, 2008,*** *Divisional Council meeting.*

2. **CAMPUS LONG RANGE DEVELOPMENT PLANS**
   This item was distributed directly to members on behalf of Tom Lollini on October 6, 2008. In a subsequent email from Chair Conklin, CAPRA, GRC and UGC Chairs were asked to take the document to their committees for review. The 60-day open comment period begins in early November. This item will be discussed at the ***December 1, 2008,*** *Divisional Council meeting.* FINAL VERSION DISTRIBUTED AT 11/10/08 MEETING.
   http://lrdp.ucmerced.edu/2.asp?uc=1&lvl2=40&contentid=40

Systemwide review items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, System-wide Review Items Folder)*

1. Appointing Divisional Academic Freedom committee members as ex-officio members in conjunction with reviewing proposals for funding by the tobacco industry pursuant to Regents resolution RE-89.

2. Proposed Amendments to Senate Bylaws 125.A.4, 128, and 130. Request from the University Committee on Academic Freedom (UCAF) to add the UCAF Chair to the Academic Council as a standing member.
   Lead Reviewer: Divisional Council
   Response date: Friday, November 21, 2008

3. Proposed Revisions to Academic Personnel Policies 110-4(10); 230-17; 230-18; 279-20; 360-80-a; 520-4; and 710-14-b, 710-14-1, 710-38, and 710-46; and Proposed New Academic Personnel Policy 765
   Lead Reviewers: CAP, Divisional Council
   Response date: Friday, November 21, 2008

4. Report on the Professional Doctorate by a subcommittee of the UC Task Force on Planning for Doctoral and Professional Education.
   Lead Reviewer: GRC, Divisional Council
   Response date: Monday, November 24, 2008

5. Education Abroad Program Business Plan.
   Lead Reviewers: UGC, CAPRA
   Response date: Wednesday, November 26, 2008

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

Divisional Council
Minutes of Meeting
November 10, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:15 p.m. on Monday, October 27, 2008, in Room 460 of the Kolligian Library, Chair Martha Conklin presiding. Members and guests are listed on Appendix A. The Agenda was reordered to accommodate the early arrival of the Chancellor and Provost.

II. ADMINISTRATIVE GUESTS

- *Chancellor Kang commented on the following:*

404 Permit Process. Progress continues with the publication of the Campus Long-Range Development Plan. [Hard copies were distributed to members at the meeting.] The 60-day public comment session continues through January 5, 2009. This item will be placed on the Regents agenda for March or April.

Strategic Academic Plan. The SAP report along with the Senate's review comments have been distributed to all Senate members for comment. Two discussion meetings are scheduled this week. He added that Professor Kantor is heading up the Marcus Symposium scheduled for March 2009.

Campus Goals. December 1, 2008, is the deadline for responses from the EVC, Vice Chancellors, University Librarian and the Senate. He added that the EVC will consult with DivCo on this topic.

WASC Accreditation. Accreditation is vitally important for UC Merced and the campus WASC committee is hard at work. It was noted that the WASC Committee Chair, Professor Gregg Camfield recently made a presentation to the Undergraduate Council and would attend CAPRA in the near future.

Space. An update on available space included mention of on-going Castle remodel, additional space at Mondo and leased space in the Promenade Center. Efforts continue for financing and expansion of new buildings.

Safety and Compliance Concerns. Vice Chancellor for Administration Mary Miller is in the process of establishing a committee to address safety and compliance concerns. Faculty participation is very important.

Positive News. Among the many positive happenings at UC Merced the Chancellor noted the recent Merced Symphony performance on campus; the *Beginnings* sculpture should be completed in March; the bronze Bobcat stature will arrive this spring; UCM is hosting the May Regents Meeting; graduation for 2009 will be on Saturday, May 16th.

Student Enrollment and Unfilled FTEs. Professor O'Day asked the Chancellor whether the campus development plan for the physical footprint is being matched against growth both in terms of student enrollment and FTEs -- especially in light of the recent memo about fewer FTEs. The Chancellor acknowledged that there are great difficulties facing the campus and that the lack of money and space will require creative solutions. One solution is to hire more Lecturers. Provost Alley interjected that even with student enrollment growth, income projections for next year will be a negative-$3M to $5M. O'Day lamented that the mandate to accept as many students as we can puts the burden on the back of the existing faculty and staff. She added that the faculty should receive an explanation of the budget realities and proposed solutions.

- ***Executive Vice Chancellor/Provost Keith Alley commented on the following:***

WASC. The Steering Committee is progressing in a positive direction. There are two submissions. The first one is mainly around capacity to deliver the educational programs. The second submission is focused on how we are going to deliver the educational programs. The review process was revised in February and the revised process is more comprehensive than those used in prior reviews.

III. CHAIR'S REPORT – *Martha Conklin*

A. Lab Accident of November 8, 2008

Background: A lab accident occurred on Saturday, November 8, 2008, which resulted in injuries to a Graduate Student and significant damage (mostly flooding) of the lab and surrounding area. Following the incident several Senate members contacted Chair Conklin expressing their concerns and frustrations regarding the emergency response procedures and notification process.

Discussion: Members agreed that better protocols for protecting equipment and experiments need to be developed before another disaster occurs. Members identified the following concerns and recommendations: (1) So that affected faculty can provide triage to their labs, access needs must be addressed; (2) A more effective faculty notification process is needed; (3) Only trained bio-safety and radiation safety experts should perform clean up; (4) Backup plans should be established for the removal of equipment and materials to other laboratories; (5) Refrigerators/ freezers/cold-rooms or other power sensitive equipment in the building should receive routine checks; (6) Improve quality of emergency power; it was not stable during the most recent incident; (7) Provide faculty with information about cost recovery for damaged supplies and equipment; and (8) Consideration of an emergency "panic button" that would automatically unlock the doors and alert the campus police.

ACTION: A letter from Chair Conklin will be sent to the Provost highlighting faculty concerns.

B. Draft Accountability – Initial Comments Requested

President Yudof issued a draft accountability report (posted on ucmcrops). Informal comments are requested as the November 24th Academic Council meeting. Written comments prior to the meeting are encouraged. A revised version will be issued in January and will be reviewed systemwide.

C. Senate/Administration Committee

Background: At the October 27, 2008, DivCo meeting, Chair Conklin introduced the idea of creating a Senate-Administration Council. In a series of follow-up emails the configuration was agreed upon by Council members and a letter was sent to Chancellor Kang on October 31, 2008. Chancellor Kang, without a dialogue with Chair Conklin, reconfigured the committee removing several key Senate Chairs and Administrators and adding the three School Deans.

Discussion: In keeping with the stated mission "to enhance communication between the Senate and Administration," Council members considered several different participant models. Much of the discussion centered around whether or not to include the Deans. Assuming that the Senate-Administration Council would facilitate a higher-level of communication, the majority favored the exclusion of the Deans.

ACTION: Council passed a motion (with one dissent) to accept the following Senate-Administration Council configuration. A letter from Chair Conklin will be sent to Chancellor Kang.

Senate members
- Divisional Chair Martha Conklin
- Divisional Vice Chair Michael Colvin
- Chair, Academic Planning and Resource Allocation, Evan Heit
- Chair, Graduate and Research Council, Valerie Leppert
- Chair, Undergraduate Council, Manuel Martin-Rodriguez
- Chair, Committee on Committees, Henry Forman

Administration
- Chancellor Steve Kang
- Executive Vice Chancellor and Provost Keith Alley
- Vice Chancellor for Administration, Mary Miller
- Vice Chancellor for Research/Dean of Graduate Studies, Sam Traina
- Vice Chancellor for Student Affairs, Jane Lawrence
- Vice Provost for Undergraduate Education Christopher Viney

ACTION: A second motion encouraging the Senate-Administration Council to invite outside consultants as needed (Deans and others) was unanimously endorsed. Chair Conklin will convey this information to the Chancellor.

D. Merced Division Meeting Agenda

Members reviewed the Draft Agenda for the upcoming December 4, 2008 Meeting.

E. UCFW Budget Recommendations to the Academic Council
Members discussed UCFW's recommendations. Chair Conklin indicated that the report is Confidential and should not distribute beyond the Divisional Council at this time.

IV. CONSENT CALENDAR

A. Draft Meeting Minutes, October 27, 2008.
ACTON: Approved pending comments.

B. Merced Division Meeting Minutes for December 6, 2007 and May 22, 2008.
ACTION: Approved pending comments.

C. Committee on Committees
Items included: (1) Configuration of the Ad Hoc Committee on General Education, (2) Emergency Notification Work Group Nominee, (3) Campus Space Planning and Management Committee (CSPMC) [reconfigured at the request of Provost Alley.]
ACTION: Approved as presented.

V. ACADEMIC SENATE AWARDS

Last year's Divisional Council approved the criteria and procedures for the following Awards:
1. Distinguished Faculty Research Award (for tenured faculty) (GRC)
2. Early Career Research Award (for untenured faculty) (GRC)
3. Distinguished Graduate Teaching/Mentorship Award (GRC)
4. Distinguished Undergraduate Teaching Award (UGC)

The Divisional Council did not approve the criteria and procedures for the Senate Service awards. From the Minutes of May 15, 2008:

> *Initial concerns focused on both the process and outcome of the Committee on Committee's ad hoc committee's report. Chair Kantor asserted that the CoC ad hoc committee should have been comprised of CoC members, not members that CoC selected. CoC Chair Colvin did not necessarily share Kantor's interpretation.*
>
> *As to the product of the ad hoc committee, members generally objected to the renaming of the Award for Distinguished Scholarly Public Service to the Chancellor's Award for Distinguished Scholarly Public Service. Further, members were unconvinced that the Spiess Award should be coupled with the System-wide Senate's Oliver Johnson Award.*

ACTION: Senate Director Clarke will incorporate the recommended changes and present revised Senate Service Awards to Committee on Committees for review. If approved by CoC they will be forwarded to the Divisional Council for consideration.

VII. COMMITTEE CHAIRS' REPORTS

- GRC – *Valerie Leppert*

The Graduate and Research Council has reviewed the report of the Subcommittee on the Professional Doctorate of the UC Task Force on Planning for Professional and Doctoral Education. Overall, GRC finds that the report presents a thorough analysis and list of recommendations regarding the principles that should be used to determine when such doctorates are distinct from doctorates based on research and scholarship, and therefore appropriate for the CSU to offer them (either independently or jointly with UC). Of concern to GRC is the impact that future joint UC/CSU programs may have on UC's existing academic programs (capacity and content), and legal liability issues for UC that may arise as a result of them, and the committee wishes to emphasize the importance of the report's recommendations regarding identification or creation of an appropriate intersegmental body for UC/CSU coordination that is academically driven, politically neutral, and analytically rigorous. In summary, GRC is in agreement with the key recommendations of the report that UC should strive to retain sole authority to grant research/scholarship - based doctoral degrees in order to ensure effective use of public resources, and that for professional doctoral titles, UC and CSU should develop principles and a process for evaluating the appropriateness of sharing granting authority.

The meeting adjourned at 4:10 p.m.

Attest: Martha Conklin, Senate Chair.

Minutes prepared by Nancy Clarke.

Divisional Council
2008-2009 Attendance Record

Members	**9/8**	**9/22**	**10/6**	**10/27**	**11/10**	**12/1**	**12/15**				
Colvin, Michael, Vice Chair	X	X	X	X	X						
Conklin, Martha, Chair	X	X	X	X	X						
Forman, Henry Jay (CoC)	--	Alt	Alt	Alt	Alt	Alt	Alt				
Heit, Evan (CAPRA)	X	X	X	X	X						
Leppert, Valerie (GRC)	X	X	X	X	X						
Martin-Rodriguez, M. (UGC)	X	X	X	A	X						
Mostern, Ruth (CoC Alt.)	--	X	X	X	X						
O'Day, Peggy (CRE)*	X	X	X	X	X						
Sun, Jian-Qiao (At-Large)	X	X	X	A	X						
Wallander, Jan (At-Large)	X	X	X	X	A						
Winston, Roland (CAP)	X	A	A	X	X						
Guests											
Chancellor Kang	X	--	--	--	X						
EVC/Provost Alley	X	X	X	--	X						
Staff											
Clarke, Nancy	X	X	X	X	X						
Paul, Fatima	--	X	X	X	X						
Takhar, Simrin	X	X	X	X	X						

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, DECEMBER 1, 2008
2:15 p.m. to 4:00 p.m. ***(Note new start & finish times)***
Library 460
Call in unavailable
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT** – ***Martha Conklin***	
		A. Highlights of the November 24, 2008, Academic Council Meeting	
		B. Sexual Harassment Training. *Division comments are requested by December 11, 2008.*	1
		C. December 4, 2008, Division Meeting • Lunch with Senate Chair Mary Croughan at Noon • Division Meeting, 3-4:30pm, 232KL	*Distributed at meeting*
Action	II.	**CONSENT CALENDAR**	
		A. Draft Minutes, November 10, 2008	Tbd
Discussion/ Action	III.	**SENATE AWARDS --** *Senate Service Awards – Revised Criteria and Eligibility* *CoC has reviewed and approved the revisions.* *Next steps:* • *Coordinated Announcements for all Senate Awards, Response Deadline, and Announcement Process* • *Presentation of Awards at the May Division Meeting*	2
Discussion	IV.	**SCHOOL OF MANAGEMENT PROPOSAL** *Committee Responses:* • *Academic Planning and Resource Allocation* • *Graduate and Research Council* • *Undergraduate Council* • *Draft Divisional Council Response*	*posted on ucmcrops & sent via email*
Information	V.	**ADMINISTRATIVE GUESTS** ***EVC/Provost Keith Alley*** *(scheduled for 2:30 p.m.)*	
Discussion	VI.	**APPLICATION NUMBERS AND RECRUITMENT STRATEGIES FOR FALL 2009** *(Scheduled for 3:10pm)* Jane Lawrence, Vice Chancellor for Undergraduate Education Kevin Browne, AVC for Enrollment Management, Student Affairs	

Action	No.	Item	Encl.
Information	VII.	**IT REQUEST FOR SENATE NOMINEE** *(Scheduled for 3:30pm)* *Rich Kogut, Associate Vice Chancellor and Chief Information Officer*	
Discussion	VIII.	**COMMITTEE CHAIRS' REPORTS** CAP – *Vice Chair Roland Winston* CAPRA – *Evan Heit* CoC – *Vice Chair Ruth Mostern* GRC – *Valerie Leppert* CRE – *Peggy O'Day*	

Campus Review Items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, Campus Review Items Folder)*

1. **CAMPUS LONG RANGE DEVELOPMENT PLANS**
   Document was distributed to members at the Divco meeting of November 10, 2008. The formal 60-day public comment period ends January 5, 2009.

Systemwide review items *(corresponding documents are posted on ucmcrops DIVCO 0809, Resources, System-wide Review Items Folder)*

1. Education Abroad Program Business Plan.
   Lead Reviewers: UGC, CAPRA
   Response date: Wednesday, November 26, 2008
   For discussion at the December 17, 2008 Academic Council Meeting.

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED DIVISION**

Divisional Council
Minutes of Meeting
December 1, 2008

I. MEETING

Pursuant to call, the Divisional Council met at 2:15 pm on Monday, December 1, in Room 460 of the Kolligian Library, Chair Martha Conklin presiding. Members and guests are listed on Appendix A.

II. CHAIR'S REPORT – *Martha Conklin*

Academic Council Meeting Highlights. A proposed $2 billion bond, which was targeted for seismic upgrades at UC Berkeley and UC Los Angeles as well as for UC Merced's Science and Engineering II Building expansion, has been rewritten to be borrowed money. UC Berkeley is opposed as is the Academic Council. It is uncertain what the Regents will do. Thus the fate of SEII is uncertain.

Meeting of the Merced Division. Chair Conklin reminded members of the December 4, 2008, Meeting of the Merced Division. Academic Council Chair Mary Croughan will meet with DivCo for working lunch at noon. The meeting will be held from 3:00 to 4:30 p.m. in Room 232 of the Kolligian Library.

III. ADMINISTRATIVE GUESTS

- **Chancellor Sung-Mo "Steve" Kang**

Strategic Academic Planning. Comments have been received from the faculty on the current draft. Provost Alley will now review them and revise the document accordingly. A final draft will then be reviewed by the SAP Steering Committee.

Enrollment Planning. Enrollment numbers are on target. Detailed analysis will be provided when available.

Differential Fee Policy. UC Berkeley's Chancellor has proposed a differential fee policy but this is not currently supported by the Council of Chancellors. Chair Conklin interjected that at the recent Academic Council meeting all members (including the Berkeley Senate Chair) were adamantly opposed to this approach.

Provost Grey Visit Planned. Provost Grey will be visiting the campus on December 18, 2008. This is a first step toward near-term strategic planning consultation. The Chancellor added that there have been some suggestions to recruit former UC leaders to visit UCM and advise OP sometime in May.

Two-Year Goals. Chancellor Kang thanked DivCo for their comments on the campus's two-year goals. He indicated that his near-term goals were to (1) deal with the financial crisis, (2) continue efforts on the 404 Permit, (3) continue SAP efforts, and (4) create a fund-raising campaign.

Washington Advisory Group. The WAG draft report has been received and will be made available to DivCo in the near future.

- ***EVC/Provost Keith Alley***

Due to time constraints Provost Alley's comments were brief and focused on the current budget. A question was raised about enrollment targets and marginal cost dollars. The Provost said that he recognized the problem; however, with so many budget questions still unanswered, had no solutions at this time.

IV. APPLICATION NUMBERS & RECRUITMENT STRATEGIES FOR FALL 2009

Jane Lawrence, Vice Chancellor for Undergraduate Education
Kevin Browne, Assistant Vice Chancellor for Enrollment Management, Student Affairs

Vice Chancellor Lawrence and AVC Browne visited today's meeting to update members on a variety of enrollment issues. VC Lawrence commented that Counseling Center services were up substantially following the recent and unexpected death of a freshman student.

Their presentation included UC Merced fall enrollment projections (estimated at 2,629), a report on the Shared Experience program (in its third and last year with 47 admitted in 2007 and 42 in 2008), information on the numerous outreach and yield events for fall 2009 (a list of 17 activities was provided), and an update on student housing (a fourth building is planned which will bring on-campus student capacity to 1,600 by 2012).

VC Lawrence shared information prepared by Director of Financial Aid and Scholarships Diana Ralls. It was reported that over $123M in financial aid and scholarships were offered to students/ potential students and that nearly $14M has been distributed so far this semester. They have received and processed 26,028 financial aid application transactions for 7,422 students/potential students. She added that it is not certain what impact the downturn in the economy will have not only on enrollment numbers but requests for aid.

Questions and Answers

Q Does your office target overall student numbers or do you think about it in a more detailed way, for instance targeting different majors? At least one major is said to be bursting at the seams. Other majors could use more students relative to the available faculty. When I look at the content of the brochures it suggests an even-handed approach with one-third devoted to each School.

A It's hard to target a specific major because most freshmen will change their major up to four times in their college career. Some campuses do it successfully but with the large number of undeclared students it would be difficult here at Merced.

Q In terms of advertising and recruiting the brochures seem to emphasize a particular major.

A Actually there are different covers that will be used as part of our yield cycle. Part of the issue comes in with transfer students who have to declare a major and with the limited number of majors available they cannot find anything they want to apply to. Having more majors would be hugely helpful.

Q Can I make a counter argument to that? Some of the Science and Engineering majors that are under-enrolled are doing quite well with transfer students.

A The bottom line reality is that our Transfer Agreements are more difficult and demanding than any other UC campus.

Q Is that something UGC should look at?

A Segment recruiting is something Admissions is looking at. Admissions Director Chon Ruiz is looking at that with UGCs Admissions subcommittee.

Q With 114 faculty and 18 majors I think we are doing quite well.

A Absolutely, and we know that more faculty is needed.

Q Why is the UCM Bobcat Day the same as UC Davis's?

A We know this is a conflict but there simply isn't any other Saturday in the month of April. We have thought about having Bobcat day on a Sunday but that poses as many problems. There is a Transfer Day on May 9th will also have a high-school track for anyone who could not attend the April date.

V. INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Rich Kogut, Associate Vice Chancellor and Chief Information Officer

Background. In April 2008, DivCo was asked by the Chancellor to identify a faculty member to serve as the Senate's representative to the Information Technology Advisory Committee. DivCo decided against forwarding the request to the Committee on Committees for action. The request has now resurfaced. Chair Conklin invited AVC/CIO Kogut to discuss lingering concerns that faculty input on IT-related committees has been ignored, and more generally, a sense that there is a lack of emphasis on seeking faculty input on IT issues related to our academic mission.

Discussion. AVC/CIO Kogut provided background information on how the IT office has evolved since 2005. He said that before the campus opened an interim committee on teaching and research was formed to make the necessary initial decisions. Once the campus opened, it was intended that there be three kinds of IT committees – a faculty committee on teaching and research, a general IT committee to oversee electronic mail, calendar, networks, etc., and thirdly an administrative IT committee. Kogut added that from the beginning he wanted to establish a faculty committee but it never got off the ground. For whatever reason former-Provost Ashley was opposed to this approach. This was compounded by the fact that there were too few faculty and too many committees. Unsuccessful at numerous attempts Kogut said that he focused on the general ITAC committee to which a Senate member has been invited. The School Deans were asked to identify a school representative. Professors Cerpa (SoE) and Spivey (SSHA) are scheduled to attend the first meeting which is scheduled for December 8th

AVC Kogut then responded to several of the questions posed to him in a letter from Chair Conklin prior to today's meeting:

Q What process(es) does IT use to become informed of academic priorities and needs and how do they get this information from the faculty? How do these align with the academic priorities (teaching and research) of the campus?

A IT works closely with the Center for Research on Teaching Excellence (CRTE).

Q What process(es) does IT use to assess the extent to which it is meeting faculty needs?

A For some time now I've wanted to survey the faculty.

Q Why will DivCo benefit from participating in this committee?

A Committees made up of administration and faculty have an official status. The common concerns of this committee and their resource needs are more likely to be addressed.

Q CAPRA Chair Heit commented that the Senate may wish to consider having its own IT committee that would engage more ladder rank faculty. As an intermediate step, perhaps GRC (and/or UGC) could consider it as a subcommittee. IT could then be a consultant to this Senate committee.

Q Who is the ITAC accountable and is there some sort of reconciliation?

A I prepare an Annual Report.

Q An Annual Report is helpful but how is accountability assessed? How do you know if progress has been made? Is someone identified with specific responsibilities on an Organization Chart?

A Absolutely, I'll provide a copy of the IT Organization Chart. [Appendix B]

ACTION: The Graduate and Research Council will be asked to review the other campus's Senate committees with information technology/computing oversight and to determine if a separate Senate committee (or subcommittee) should be established at Merced. Pending GRC's report, no action was taken on whether to appoint a Senate member to the existing ITAC.

VI. SCHOOL OF MANAGEMENT PROPOSAL

Members are in receipt of the CAPRA, GRC and UGC committee responses as well of a DRAFT Divisional Council response. The initial discussion revealed that the interdisciplinary nature of the proposed school presents opportunities for UC Merced to develop a unique management program. However, academic and resource concerns have been identified.

ACTION: Chair Conklin will work with Professor Wallander to draft a response with specific points of concern. The draft will then be circulated to all DivCo members via email and a formal response will be crafted.

Members also discussed concerns about the existing undergraduate Management major and questioned if there are sufficient faculty currently in-place, or proposed, to satisfy the requirements. Members also wondered if the major's goal to provide a rigorous foundation in economics, organizations, finance, accounting and statistical methods being met?

ACTION: The Undergraduate Council will review the current status of the Management Major and report back to the Divisional Council.

There being no other business, the meeting adjourned at 4:10 p.m.

Attest: Martha Conklin, Chair

Minutes prepared by Nancy Clarke, Senate Director

Appendix A

Divisional Council
2008-2009 Attendance Record

Members	**9/8**	**9/22**	**10/6**	**10/27**	**11/10**	**12/1**					
Colvin, Michael, Vice Chair	X	X	X	X	X	X					
Conklin, Martha, Chair	X	X	X	X	X	X					
Forman, Henry Jay (CoC)	--	Alt	Alt	Alt	Alt	Alt					
Heit, Evan (CAPRA)	X	X	X	X	X	X					
Leppert, Valerie (GRC)	X	X	X	X	X	X					
Martin-Rodriguez, M. (UGC)	X	X	X	A	X	X					
Mostern, Ruth (CoC Alt.)	--	X	X	X	X	A	--	--	--	--	--
O'Day, Peggy (CRE)*	X	X	X	X	X	X					
Sun, Jian-Qiao (At-Large)	X	X	X	A	X	X					
Wallander, Jan (At-Large)	X	X	X	X	A	X					
Winston, Roland (CAP)	X	A	A	X	X	A					
Guests											
Chancellor Kang	X	--	--	--	X	X					
EVC/Provost Alley	X	X	X	--	X	X					
Staff											
Clarke, Nancy	X	X	X	X	X	X					
Paul, Fatima	--	X	X	X	X	X					
Takhar, Simrin	X	X	X	X	X	X					

Rationale: Last year UGC discussed a proposal for Honors for SSHA and for the History Major. In the absence of policies or guidelines for these types of awards, the committee recommended that SSHA contact the Division Council and the current UGC. This was discussed at the October and November 2008 UGC meetings. The policy subcommittee was charged with drafting a set of guidelines for these awards.

75. UNDERGRADUATE HONORS ~~AT GRADUATION~~ (SR 640)

Each School may establish criteria for Honors to Date, Honors at Graduation, and Honors Programs subject to the following minimum limitations and to any additional regulations which may be adopted by the Faculties for the various Schools.

Honors to Date

Dean's Honor List
Students will be eligible for the Dean's Honor List if they have earned in any one semester a minimum of 12 graded units with a 3.5 grade point average or better with no grade of I or NP. Dean's Honors are listed on student transcripts. Any student who has been found to violate the academic integrity policies during an academic year will not be eligible for the Dean's Honor List during that academic year. (En 11 Jun 08)

Chancellor's Honor List
Students who are placed on the Dean's Honor List for both semesters in a single academic year (fall and spring) will be placed on the Chancellor's Honor List for that academic year. (En 11 Jun 08)

Honors at Graduation

To be eligible for honors at graduation, a student must have completed a minimum of 50 semester units at the University of California, of which a minimum of 43 units must have been taken for a letter grade and a minimum of 30 units must have been completed at UC Merced. The grade point average achieved must rank in the top 2 percent of the student's School for highest honors, the next 4 percent for high honors, and the next 10 percent for honors at graduation. The number of recipients eligible under these percentages shall be rounded up to the next higher integer. (En 30 Jan 08)

Honors Programs

Each program offering an undergraduate major curriculum may establish an Honors Program including special courses, or supplementary and advanced directed study, or both. Such programs must be approved by the Undergraduate Council (UGC) and require at least: (a) a GPA of 3.5 in the major as a prerequisite; and (b) 8 units of special courses, or supplementary and advanced directed study, or both. Members of the Academic Senate who are members of the program or group in charge of each major are responsible for admitting students to their approved Honors Programs and for delivering special courses or directed study.

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, JANUARY 12, 2009
2:00 p.m. to 4:00 p.m.
Please Note Room Change: School of Engineering, Dean's Conference Room, 270K
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information Discussion	I.	**CHAIR'S REPORT – *Martha Conklin*** A. Highlights of December 10, 2008 System-wide Assembly Meeting and December 17, 2008 Academic Council Meeting B. Senate/Administration Council Discussion Topics *Note: First meeting to be rescheduled.* C. School Strategic Plans Due to CAPRA 1/19/09 D. Status: IT Request for Senate Participation. *(Following up on Kogut's recent visit, does DivCo want CoC to appoint a Senate member to the Information Technology Advisory Committee? GRC is to consider whether a Senate IT committee should be established.)*	1
Information	II.	**ADMINISTRATIVE GUESTS** • ***EVC/Provost Keith Alley*** *(scheduled for 2:15 p.m.)* *Discussion topics include:* 1) How to include DivCo input into mid-year budget cuts 2) UCM delegation to Oakland on January 22nd to meet with President Yudof. 3) Improving transparency on TA/Instructor Allocations • ***Chancellor Kang*** *(scheduled for 2:30 p.m.)* *Discussion topics include:* 1) Senate Suggestions for use of the Chancellor's Discretionary Fund	
Action	III.	**CONSENT CALENDAR** A. Draft Minutes, November 10, 2008 and December 1, 2008	tbd
Discussion/ Action	IV.	**SENATE AWARDS --** *Senate Service Awards – Revised Criteria and Eligibility* *CoC has reviewed and approved the revisions. Next steps:* • *Coordinated Announcements for all Senate Awards, Response Deadline, and Announcement Process* • *Presentation of Awards at the May Division Meeting*	2

Action	No.	Item	Encl.
Discussion	V.	**COURSE CREDIT – *Valerie Leppert*** *Question to DivCo: Should a policy be developed (or does one currently exist) on assigning credit hours for courses? There is considerable variability in the credit hours assigned by the Schools. Perhaps GRC and UGC should pursue this topic.*	
Discussion	VI.	**GRADUATE GROUP PROPOSALS – *Valerie Leppert*** *GRC Chair Leppert will give a brief report on new graduate group proposals received.*	
Update	VII.	**WASC REVIEW OF GRADUATE PROGRAMS – *Valerie Leppert*** *Question to DivCo: Should system-wide support be solicited to request WASC to reduce and/or /eliminate the requirement of a site visit for all new graduate degrees approved by the system?*	
Discussion	VIII.	**COMMITTEE CHAIRS' REPORTS** CAPRA – *Evan Heit* GRC – *Valerie Leppert* CRE – *Peggy O'Day* UGC – *Manuel Martin-Rodriguez*	

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, FEBRUARY 2, 2009
2:00 p.m. to 4:00 p.m.
Chancellor's Conference Room KL232
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information Discussion	I.	**CHAIR'S REPORT – *Martha Conklin*** A. Highlights of January 28th Academic Council Meeting B. Recap of UCM Budget Meeting with OP C. Recap of UCOP Medical Education Visit of January 28th D. System-wide Review Items: (1) Proposed Revised APM - 240 (Deans) *The proposed policy clarifies the role of academic deans and establishes that deans, with a few exceptions, are governed by the APM rather than Senior Management Group (SMG) policies. Comments are due on or before March 5th. This item will be discussed at the March 9th DivCo Meeting. Lead Reviewer: CAP*	
Action	II.	**CONSENT CALENDAR** A. Draft Minutes, November 10, 2008	1 (pp. 3-8)
Discussion	III.	**ADMINISTRATIVE GUESTS** • ***Chancellor Kang*** *(scheduled for 2:30 p.m.)* Discussion of EVC/Provost Candidates	
Information	IV.	**WASC REVIEW – *Professor Gregg Camfield*** *(Scheduled for 3:00 p.m.)*	2, 3 (pp. 9-16)
Action	V.	**NAMING REQUEST** *UCM's Writing Program would like to change its name to the Merritt Writing Program. UC Policy, Dr. Merritt's CV, and letter of request are included.*	4,5,6 (pp. 17-26)
Action	VI.	**SENATE AWARDS** *Now that the Senate Award criterion has been established, we need to determine the submission, review, and announcement dates.*	

Action	No.	Item	Encl.
Discussion	VII.	**COMMITTEE CHAIRS' REPORTS**	
		CAP – *Vice Chair Roland Winston* *CAP letter regarding evaluation of teaching*	7 (pp. 27-28)
		CAPRA – *Chair Evan Heit* *Memo to GRC Re: Psychological Sciences*	8 (pp. 29-31)
		GRC –*Chair Valerie Leppert* *Memo Re: Discretionary Funds* *Policies and Procedures: Physics and Chemistry*	9 (p. 32) 10 (pp. 33-42)
		UGC – *Chair Manuel Martin-Rodriguez*	
Discussion	VIII.	**NEW BUSINESS** A. Bylaw 55 Formation B. Review of MAPP	

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, FEBRUARY 23, 2009
2:00 p.m. to 4:00 p.m.
Chancellor's Conference Room KL232
Contact: Nancy Clarke (209) 228-7954

***Revised* AGENDA**

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT – *Martha Conklin***	
		A. Update on EVC/Provost Search	
		B. Faculty Committee for "Health Science" Degree	
		C. MAPP Review	
		D. SAP Update	
		E. Access to Committee Agenda and Minutes	1 (p. 3)
Action	II.	**CONSENT CALENDAR**	
		A. Draft Minutes, December 12, 2008	2 (pp. 4-9)
		B. Committee on Rules and Elections: *The following two proposed changes to UCM Regulations were proposed by the Undergraduate Council. CRE finds them consonant with System-wide Regulations and recommends approval. These items will be placed on the May Division Meeting Agenda:*	
		(1) UCM Regulation 75. Undergraduate Honors	3 (p. 10)
		(2) UCM Regulation 65. Academic Probation, Dismissal and Minimum Progress	4 (pp. 11-16)
Discussion	III.	**ADMINISTRATIVE GUESTS**	
		• ***Provost Alley*** *(scheduled for 2:30 p.m.)*	
Information	IV.	**DIVCO LIAISON TO UCAAD -- *Cristián Ricci*** *Professor Ricci will report on current UCAAD discussion items. He will also pose the question of whether UC Merced's Senate is ready for a campus committee on affirmative action and diversity. (Scheduled for 2:45 p.m.)*	
Action	V.	**CRE ACTION ITEMS – *Peggy O'Day***	
		A. Draft Procedures for Establishing Academic and Degree Program Units (supporting documents at ucmcrops)	5 (pp. 17-27)
		Draft EVP Procedures for Establishing an Academic Unit	6 (pp. 28-33)
		B. Administrative Appointments to Senate Committees (CRE memo at ucmcrops)	
		C. Request for DivCo to inquire about the UCM policy and procedures regarding travel. (CRE memo and supporting documents at ucmcrops).	

Action	No.	Item	Encl.
Discussion	VIII.	**COMMITTEE CHAIRS' REPORTS**	
		CoC – *Chair Henry Forman*	
		CAPRA – *Chair Evan Heit*	
		• *Memo to DivCo Re: WAG*	7 (pp. 34-37)
		UGC – *Chair Manuel Martin-Rodriguez*	
		• *Memo to DivCo Program Review/WASC*	8 (pp. 38-39)
		• *EVC DRAFT Academic Program Review Procedures*	9 (pp. 40-50)
		GRC –*Chair Valerie Leppert*	10 (pp. 51-52)
		• *Memo to DivCo*	

UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE • MERCED**

DIVISIONAL COUNCIL

Notice of Meeting
MONDAY, MARCH 9, 2009
2:00 p.m. to 4:00 p.m.
Chancellor's Conference Room KL232
Contact: Nancy Clarke (209) 228-7954

AGENDA

Action	No.	Item	Encl.
Information	I.	**CHAIR'S REPORT – *Martha Conklin***	
		A. Council Meeting of 2/25/09	
		B. Senate-Administration Council Meeting	1 (p. 4)
		March 12, 2009, 2-3:30 p.m., 232KL	2 (pp. 5-6)
		C. CPPC Meeting of 3/5/09	
		D. Provost Candidate Meeting of 3/6/09	
Discussion	II.	**ADMINISTRATIVE GUEST – *Provost Alley*** *(scheduled for 2:15 p.m.)*	
Discussion	III.	**AVC ENROLLMENT MANAGEMENT – *Kevin Browne*** *(scheduled for 2:30 p.m.)*	3 (pp. 7-8)
Discussion	IV.	**CRE ACTION ITEMS – *Peggy O'Day***	
		Draft Procedures for Establishing Academic and Degree Program Units (supporting documents at ucmcrops)	4 (pp. 9-19)
Discussion	V.	**CRE REQUEST FOR REVIEW OF DIVCO BYLAWS**	
		Prior to the meeting members are asked to review the CRE Memo, the DivCo specific highlighted Bylaws, and the corresponding System-wide Bylaw.	5 (p. 20)
		Campus comparison w/matrix at ucmcrops.	6 (pp. 21-35)
			7 (pp. 36-38)
Discussion	VI.	**COMMITTEE CHAIRS' REPORTS**	
		CAP – *Vice Chair Roland Winston*	
		• APM 240 Response	8 (p. 39)
		CAPRA – *Chair Evan Heit*	
		CoC – *Chair Henry Forman*	
		CRE – *Chair Peggy O'Day*	
		GRC – *Chair Valerie Leppert*	
		UGC – *Chair Manuel Martin-Rodriguez*	
		Undergraduate Degree Program Review and Approval Policy	9 (pp 40-48)
Discussion	VII.	**GRADUATE STUDENT ASSOCIATION REQUEST** *(scheduled for 3:45 p.m.)*	*GSA packet @ ucmcrops*
		• Ryan Lucas, GSA Campus Affairs	
		• Gyami Shrestha, GSA Academic Affairs	