Agenda Items

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:10-2:15</td>
<td>Meeting Summary Review/Approval</td>
<td></td>
</tr>
<tr>
<td>2:15-2:45</td>
<td>Chair’s Update</td>
<td></td>
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<tr>
<td>2:45-3:05</td>
<td>Equity Stake Guidelines Request</td>
<td></td>
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<tr>
<td>3:05-3:20</td>
<td>Dollar Guidelines for Naming Gifts</td>
<td>2-12</td>
</tr>
<tr>
<td>3:20-3:30</td>
<td>Proposed Legislation for Executive Council endorsement – CERJ Chair</td>
<td>13-16</td>
</tr>
<tr>
<td></td>
<td>John Hunt</td>
<td>17-18</td>
</tr>
<tr>
<td></td>
<td>• Davis Division Regulation A540 – Grading</td>
<td></td>
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<tr>
<td></td>
<td>• Davis Division Regulation 84 – Instructional Space Advisory Committee</td>
<td></td>
</tr>
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</table>

Consent Items

<table>
<thead>
<tr>
<th>Number</th>
<th>Item</th>
<th>Page</th>
</tr>
</thead>
<tbody>
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<td>2</td>
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<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Future Executive Council Agenda Items

<table>
<thead>
<tr>
<th>Topic</th>
<th>Meeting</th>
</tr>
</thead>
</table>

Note: If unable to attend, please secure an alternate from your committee or organization and notify the Academic Senate Chair of your absence and the alternate’s name.
DOLLAR GUIDELINES FOR NAMING ACADEMIC AND NON-ACADEMIC PROPERTIES, PROGRAMS AND FACILITIES IN HONOR OF DONORS

(INCLUDES EXECUTIVE SUMMARY AND COMPLETE DOCUMENT)

This document is intended for internal use at UC Davis, and is not designed to be shared with donors in this format. A one-page document is available for donors.

EXECUTIVE SUMMARY

This document provides minimum dollar guidelines for naming in honor of donors, UC Davis properties, academic and non-academic programs, and facilities.

This document is intended to be applied in concert with all policies of the University of California and of UC Davis, and is subject to those policies.

Gift amounts must vary depending on the need, and minimums only are noted here. (See attached Executive Summary overview, as well as the expanded version, both attached). The dollar amounts given include the UC Davis’ Gift Fee. Dollar amounts may increase in future years, if needed to meet growing needs.

The types of gifts to UC Davis that can be honored through naming are numerous, and the attached list is not intended to be all-inclusive.

Naming-gifts fall into one of four categories of duration: permanent naming (for endowed funds), annual naming (for a one-time-use fund), fixed term naming, or naming for a building or facility.

Gift solicitation and gift acceptance are subject to approval by the administering university department, as well as to all University of California and UC Davis guidelines.

This document focuses on dollar guidelines, and is not intended to provide full information about providing charitable gifts to UC Davis, or about naming in honor of gifts. For more information please contact the UC Davis Office of Development, telephone (530) 754-4438, or your school or unit’s Development Officer.

This document is intended as a tool for internal use only and is not intended to be shared with donors in this format. The dollar amounts shown are minimums. Actual amounts may be higher, and may vary by division or project, according to need. Amounts include gift fees. For assistance or more information about gift support, please contact a member of the Development Office.
EXECUTIVE SUMMARY

<table>
<thead>
<tr>
<th>TYPE OF GIFT</th>
<th>MINIMUM GIFT FOR NAMING</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Faculty</strong></td>
<td></td>
</tr>
<tr>
<td>Faculty Fellowship</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Lectureship*</td>
<td>$500,000</td>
</tr>
<tr>
<td>Professorship*</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>Chair*</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>University Chair*</td>
<td>$3,000,000</td>
</tr>
<tr>
<td>Faculty Excellence Fund</td>
<td>$500,000</td>
</tr>
<tr>
<td>Research Fund</td>
<td>$250,000</td>
</tr>
<tr>
<td><strong>Administrative Chairs</strong></td>
<td></td>
</tr>
<tr>
<td>Dean’s Chair</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>Department Chair/Director +</td>
<td>$2,500,000</td>
</tr>
<tr>
<td><strong>Graduate/Professional Students</strong></td>
<td></td>
</tr>
<tr>
<td>Fellowship</td>
<td>$100,000</td>
</tr>
<tr>
<td>Distinguished Fellowship</td>
<td>$250,000</td>
</tr>
<tr>
<td>Graduate/Professional Student Award</td>
<td>$50,000</td>
</tr>
<tr>
<td><strong>Undergraduate Students</strong></td>
<td></td>
</tr>
<tr>
<td>Scholarship</td>
<td>$50,000</td>
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<tr>
<td>Undergraduate Student Award</td>
<td>$50,000</td>
</tr>
<tr>
<td><strong>Major Program Endowments</strong></td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Center</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>Institute</td>
<td>$10,000,000</td>
</tr>
<tr>
<td>School/College/Academic Department</td>
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</tr>
<tr>
<td><strong>Other Endowments</strong></td>
<td></td>
</tr>
<tr>
<td>Project</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Chancellor’s Discretionary Fund</td>
<td>$250,000</td>
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<tr>
<td>Discretionary Fund for Academic Leadership</td>
<td>$100,000</td>
</tr>
<tr>
<td>Speaker Series/Colloquium</td>
<td>$150,000</td>
</tr>
<tr>
<td>Book Fund</td>
<td>$50,000</td>
</tr>
<tr>
<td>Other Endowments</td>
<td>$50,000</td>
</tr>
</tbody>
</table>

*Positional faculty endowments must have the existing FTE approval. Establishing an endowment will not necessarily create a new position.

This document is intended as a tool for internal use only and is not intended to be shared with donors in this format. The dollar amounts shown are minimums. Actual amounts may be higher, and may vary by division or project, according to need. Amounts include gift fees. For assistance or more information about gift support, please contact a member of the Development Office.
CURRENT-USE FUNDS

**Faculty**
- Faculty Research Award (one time, expendable) $25,000
- Faculty Teaching Award (one time, expendable) $25,000
- Chancellor’s Discretionary Fund (one time, expendable) $25,000
- Senior Administrator/Dean’s Discretionary Fund (one time, expendable) $25,000

**Graduate/Professional Students**
- Fellowship (one year) $7,500
- Distinguished Fellowship (one year) $20,000

**Undergraduate Students**
- Scholarship (one year) $5,000

**Other Support**
- Program/Project Fund (one time, expendable) $50,000
- DCC Freeborn Circle Level--One year Membership $25,000

BUILDING OR FACILITY – ENDOWMENT AND CURRENT USE FUNDS

**Building/Facility**
- New building or facility Minimum 50% of amount to be raised from private support
- Existing building or facility (major renovation) Minimum 50% of amount to be raised from private support
- Building/facility endowment fund Variable

+ Minimum aligns with that of an endowed chair

MORE DETAILS ON ATTACHED FULL DOCUMENT
DOLLAR GUIDELINES FOR NAMING ACADEMIC AND NON-ACADEMIC PROPERTIES, PROGRAMS AND FACILITIES IN HONOR OF DONORS

This document is intended primarily for internal use at UC Davis, and is not designed to be shared with donors in this format.

INTRODUCTION

The University of California has a longstanding tradition of naming University properties and facilities and academic and non-academic programs in honor of persons or entities that have made important charitable contributions to enable the teaching, research and public service mission of the university. All naming in recognition of an honoree must be consistent with the University’s role as a public trust. Accordingly, all proposals for naming must be reviewed and approved in accordance with UC policy and related policies and guidelines, including UC Policy entitled “Policy on Naming University Properties, Academic and Non-Academic Programs, and Facilities,” and UC Davis Policies Sections 200-50 and 200-51 entitled respectively “Name Changes for Campus Administrative Units” and “Naming Properties, Programs, and Facilities.”

This document is intended to be applied in concert with UC and UC Davis policy, and to provide dollar guidelines for naming UC Davis properties, academic and non-academic programs, and facilities in honor of persons or entities that have made important charitable contributions.

Named gifts must meet minimum dollar amounts and guidelines.

Types of Naming Gifts: The types of gifts to UC Davis that can be honored by naming are numerous and include student support; faculty support; research support; program support; facilities support, and other types. The attached list is not intended to be all-inclusive but describes some types of naming gifts that have been identified as campus priorities.

Dollar minimums: Gift amounts may vary by department, college, school or unit, or by project depending on the goal and purpose of the fund, and minimums only are noted here. Each naming opportunity, and the corresponding dollar minimum, should be designed to meet the specific need; therefore higher minimum dollar amounts may be required in specific cases. Minimums listed here may increase in future years to reflect changes in costs or inflation. The dollar minimums noted here are inclusive of UC Davis’ Gift Fee.

Duration: Naming gifts fall into one of four categories of duration: permanent, annual, fixed term, or naming for a building. Permanent naming is associated with a major gift to create an endowment fund, providing support in perpetuity since income only is spent each year. Naming on an annual basis or for a fixed period can be given to honor leading donors for a short-term project, such as a current-use scholarship. Naming opportunities for buildings and facilities are highly valued and extend over many years but require caveats related to the useful life or specific programmatic use of the building or facility.

All naming opportunities are subject to University of California and UC Davis guidelines, including aspects of pre-approval and approval. The administering department also must pre-approve gift solicitation and acceptance.

UC Davis is deeply appreciative of philanthropic support from all donors including individuals, foundations and corporations. This document is not intended to provide full information about charitable giving to UC Davis or about major gifts for naming. For more information please contact the Office of Development, telephone (530) 757-3210, or your school or unit’s Development Officer.
ENDOWMENTS—PERMANENT NAMING

An endowed fund is invested in perpetuity. Each year income from the fund (but not principal) is expended, following UC Regents and UC Davis Foundation guidelines, to support the stated purpose. Therefore the fund bears the honoree’s name permanently, when the gift meets these dollar guidelines:

Faculty Endowments

Faculty Fellowship
Faculty Fellowships include a variety of honors and support for faculty, variations could include Early Career Faculty Fellowships, Visiting Faculty Fellowships, and Faculty Research Fellowships.

Professorship*
Endowed Professorships play an essential role in insuring that UC Davis can continue to recruit and retain faculty whose work best exemplifies the university’s mission. Income from the Endowed Professorship fund supports the teaching, research, and service activities of the holder.

Lectureship*
Income from an Endowed Lectureship can provide support for visiting and non-tenure track faculty who are not otherwise funded through other endowment opportunities.

Chair*
An Endowed Chair honors and promotes the work of a faculty member who is acknowledged as among the preeminent scholars in his or her field, and whose work has made a significant difference to society.

University Chair*
A University Chair is awarded to recognize and advance the career of an exceptional scholar who has achieved international stature, and whose work has had meaningful impact beyond his or her own discipline.

Faculty Excellence Fund
Income from a Faculty Excellence Fund helps to insulate that UC Davis can recruit, retain, and support the career development of promising faculty. Funds are expended at the discretion of the dean or donor designate.

Research Fund
The income from an Endowed Research Fund promotes the research that distinguishes UC Davis. These funds can provide support for particular faculty or for particular fields of study, or can be designated to serve the highest priorities of the department, college, school, or university. Some examples of research funds might include: enhancing our food supply, improving our health, strengthening our schools, or promoting just and equitable civic institutions, along with many other examples that might be given.

Administrative Chairs
Dean’s Chair*
Endowing a dean’s chair affirms the critical role these campus leaders play, and recognizes their distinguished academic and administrative careers. Income from the endowment funds a Dean’s academic and/or administrative activities, ongoing programs and projects to foster excellence, and/or seeds new projects and programs that open new opportunities for making a difference.

Department Chair/Director*
These endowed positions are similar to dean’s chairs, providing parallel support at the department or program level, or for a Center Director. (The minimum aligns with that listed of an endowed chair.)

*Positional faculty endowments must have the existing FTE approval. Establishing an endowment will not necessarily create a new position.

(Student Endowments continue, next page)
**Student Endowments**

**Graduate/Professional Students**

**Fellowship**
Minimum Gift of $100,000
Graduate Fellowships help to attract and inspire the next generation of scholars and professionals. While at UC Davis, these students have meaningful impact on the quality of teaching and research, and contribute to the university’s mission. Donors may designate the field, department, or school their gift supports.*

**Distinguished Fellowship**
Minimum Gift of $250,000
A Distinguished Fellowship provides significant support toward the full cost of a graduate or professional education each year. This Fellowship helps to attract and inspire the best students, and serves to recognize their distinguished achievements.

**Graduate/Professional Student Award**
Minimum Gift of $50,000
Awards to graduate students recognize and support particular accomplishments by graduate students, graduate student- mentored teaching, and individual research by graduate students. Can be used for travel awards and/or research awards.

**Undergraduate Students**

**Scholarship**
Minimum Gift of $50,000
Endowed Scholarship support for undergraduate students is a critical building block for the success of UC Davis. Scholarships help students to attend UC Davis who might otherwise not have adequate financial resources; they recognize superior achievement; and they promote academic excellence. Income from the fund provides student support each year. Donors may designate their gifts to provide scholarships based on financial need, academic merit, or both.

**Undergraduate Student Award**
Minimum Gift of $50,000
Awards to undergraduate students recognize or support particular accomplishments by undergraduate students.

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**Graduate and professional schools maintain exceptions honoring a longstanding tradition which is that the term “scholarship” can be used rather than “fellowship” to apply to graduate student support.**

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**Major Program Endowments***

**Program**
Programs and projects capitalize on the work of faculty or administrators, taking it beyond where it could go without this support and advancing the field in meaningful ways. Income from these endowments enhances the work of a faculty member or a particular group of faculty, or an administrator or group of administrators. Programs and projects typically focus on one of the university’s core missions: teaching, or research, or service, though they often produce benefits for all three.

*Minimum Gift of $1,000,000*

**Center**
Centers are focused on important, well-defined topics that fall within a related set of academic disciplines or within a particular academic discipline. They may or may not refer to a physical building. They are engaged in research, teaching, and/or service, though not necessarily in all three, and are intended to be long-term initiatives. Centers transform the work of schools or departments, and/or galvanize some cross-disciplinary endeavors, significantly advancing their work to benefit society.

*Minimum Gift of $5,000,000*

**Institute**
Institutes address broad issues that are of significant relevance to society at large. They typically take advantage of knowledge and expertise from multiple disciplines, drawing faculty from fields across campus – and often involving researchers and practitioners from beyond UC Davis. They are regularly engaged in teaching, research, and service, and are intended to be permanent. Institutes are transformative for the campus, bringing many resources to bear on critical societal issues. This minimum excludes medical and/or professional centers.

*Minimum Gift of $10,000,000*

**School/College/Academic Department**

Academic units, including departments, schools, and colleges can be named with a major gift for endowment. Such gifts are transformative, providing resources to take the program to the next level, and ensuring long-term sustainability. Extensive individual analysis is used to determine the naming gift level for the specific unit involved. This will typically factor in market conditions, as well as an assessment of support needed for chairs, fellowships and scholarships, programs, et cetera. A general guideline is that the endowment payout will represent at least 10% of the entire unit’s annual budget.

*Minimum TBD*

*These levels refer only to non-clinical/non-medical endowments. Gift naming levels for medical/clinical centers and institutes are established through individual analysis.

** Refers to existing entities.
### Other Endowments

<table>
<thead>
<tr>
<th>Project</th>
<th>Minimum Gift of $1,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor’s Discretionary Fund</td>
<td>Minimum Gift of $250,000</td>
</tr>
<tr>
<td>Discretionary Fund for Academic Leadership</td>
<td>Minimum Gift of $100,000</td>
</tr>
</tbody>
</table>

Discretionary endowments allow the Chancellor, Provost, Vice-Chancellors, Deans and other campus leaders to support the campus’ highest priorities, seed new initiatives, and take advantage of new opportunities with the flexible funding they provide.

<table>
<thead>
<tr>
<th>Project</th>
<th>Minimum Gift of $150,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture/Colloquium</td>
<td>Minimum Gift of $50,000</td>
</tr>
</tbody>
</table>

Endowments to support on-going lecture series bring people of national and international stature to enrich campus discourse - sharing new knowledge, providing new perspectives, and enhancing UC Davis’ prominence among our important constituencies.

<table>
<thead>
<tr>
<th>Project</th>
<th>Minimum Gift of $50,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Book Fund</td>
<td></td>
</tr>
</tbody>
</table>

The university library is in many ways the hub of campus life and learning. Income from endowments to support the library’s collection enhance the resources to which faculty, staff, and students have access, helping to insure that UC Davis continues to be a world class institution that makes a significant difference to society-at-large.

<table>
<thead>
<tr>
<th>Project</th>
<th>Minimum Gift of $50,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Endowments</td>
<td></td>
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</tbody>
</table>

Donors and campus leaders may identify opportunities for which small endowments can make a big difference. Establishing a minimum endowment recognizes the value such funds can have. Dollar amounts vary depending upon the purpose of the fund.

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CURRENT-USE FUNDS

These gifts are intended to be a one-time, fully expended gift in a single year or within a fixed period. (They are not endowed.) Therefore, the fund will bear the name of the donor or honoree for a year, or for another relatively short fixed period, when the gift meets these dollar guidelines:

Faculty/Administrative Support

Faculty Research Award
Minimum Gift of $25,000
A research award promotes the fine research that distinguishes UC Davis. This gift provides support for one or more faculty member’s research and research-related activities, or can be designated to serve the highest research priorities of a department, college, school, or the university.

Faculty Teaching Award
Minimum Gift of $25,000
A teaching award promotes the fine teaching that distinguishes UC Davis. This gift provides support for one or more faculty member’s teaching and teaching-related activities (can include costs of discipline-related research and travel that may enhance teaching, among other costs), or can be designated to serve the highest teaching-related priorities of a department, college, school, or university.

Chancellor’s/Sr. Administrator’s/Dean’s Discretionary Fund
Minimum Gift of $25,000
Discretionary endowments are gifts which allow the Chancellor, Provost, Vice-Chancellors, Deans and other campus leaders to support the campus’ highest priorities, seed new campus initiatives, and take advantage of new opportunities to benefit UC Davis and its mission with the flexible funding they provide.

Student Support

Graduate Students
Fellowship (one year)
Minimum Gift of $7,500
An annual graduate fellowship helps to attract and inspire the next generation of scholars and professionals, by providing assistance to a graduate student for a year. While at UC Davis, these students have meaningful impact on the quality of teaching and research, and contribute to the university’s mission. Donors may designate the field, department, or school their gift supports.

Distinguished Fellowship (one year)
Minimum Gift of $20,000
An annual Distinguished Fellowship provides significant support toward the full cost of a graduate or professional education, for a year. This Fellowship helps to attract and inspire the best students, and serves to recognize their distinguished achievements.

Undergraduate Students
Scholarship (one year)
Minimum Gift of $5,000
An annual scholarship for an undergraduate student is a critical building block for the success of the student, and for UC Davis. The gift assists a student for one academic year. Scholarships help students to attend UC Davis who might otherwise not have adequate financial resources; they recognize superior achievement; and they promote academic excellence. Donors may designate their gifts to provide scholarships based on financial need, academic merit, or both.

(Program/Other Support endowments continue, next page)
Other Support

Program/Project Fund (one time, expendable)  Minimum Gift of $50,000
Programs and projects capitalize on the work of faculty or administrators, taking it beyond where it could go without this support and advancing the field in meaningful ways. This type of fund enhances the work of a faculty member or a particular group of faculty, or an administrator or group of administrators. Programs and projects typically focus on one of the university’s core missions: teaching, or research, or service, though they often produce benefits for all three.

Davis Chancellor’s Club (DCC)
Freeborn Circle Level--One year Membership  Minimum Gift of $25,000
A gift through the DCC provides unrestricted support for UC Davis through the UC Davis Annual Fund -- monies that can be used each year where the need is greatest, campus-wide. Freeborn Circle membership is granted to recognize those individuals or couples who participate at the leadership level of the prestigious Davis Chancellor’s Club, which recognizes all donors of $1,000 or over. For information about other DCC membership levels, all of which are honored through annual membership and annual roster listing by level, please contact the UC Davis Annual Giving Office.

--END OF SECTION ON CURRENT-USE FUNDS--
## BUILDING OR FACILITY

Donations in support of a UC Davis building or facility or campus space may be recognized through the naming of that building or facility or space, when the gift meets the following dollar guidelines. While dollar guidelines are provided here, they may be modified based on the location or visibility of the edifice. These namings are expected to exist into the future. However, the naming must be described as limited to the life/use/existence of the building or facility or space.

<table>
<thead>
<tr>
<th>Naming Opportunity/Gift Purpose</th>
<th>Minimum Gift Dollar Amount for Naming the Building or Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name a NEW BUILDING OR FACILITY</td>
<td>At least 50% of the amount to be raised from private support, including the total cost of campus building ownership, including funds for construction as well as endowment.</td>
</tr>
<tr>
<td>• Gift will typically support construction or creation, and/or costs related to construction or creation, of a new building, classroom, lab, facility, equipment, outdoor space, etc. Gift can also support furnishing, or the activities of or within, the building or facility or space, etc.</td>
<td></td>
</tr>
<tr>
<td>• Gift can also support an endowed fund for facilities maintenance and operational expenses.</td>
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</tr>
</tbody>
</table>

Name an EXISTING BUILDING OR FACILITY

<table>
<thead>
<tr>
<th>Naming Opportunity/Gift Purpose</th>
<th>Minimum Gift Dollar Amount for Naming the Building or Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name an EXISTING BUILDING OR FACILITY</td>
<td>At least 50% of the amount to be raised from private support, including the total cost of campus building ownership, including funds for construction as well as endowment.</td>
</tr>
<tr>
<td>• Gift will typically support renovation, repair and/or reconstruction, and/or costs related to such renovation, repair or reconstruction, for an existing building, classroom, lab, facility, equipment, outdoor space, etc. Gift can also support furnishing, or the activities of or within, the building or facility or space, etc.</td>
<td></td>
</tr>
<tr>
<td>• Gift can also support an endowed fund for facilities maintenance and operational expenses.</td>
<td></td>
</tr>
</tbody>
</table>

Notes:

1. More detailed information is forthcoming for the naming of spaces within a building (halls, foyers, rooms, etc.)
2. This guideline (one-quarter to one-half of the cost) is based on the assumption that other available funding has been identified, sufficient to fully cover the remainder of the entire cost. In cases where other funding has not been identified to fully cover the remainder of the entire cost, the minimum gift for naming must assure full coverage of the expenses and therefore may be as much as be 100% of the full cost.
3. In cases where this entire gift amount is not required for construction (for example, if State funding will be provided to cover construction costs) the minimum gift amount for naming should not be reduced. Rather, the minimum gift amount is still required, and gift funds are able to be used for other activities related to the building/facility and its activities or other UC Davis purposes.

--END OF DOCUMENT--
PROPOSED REVISION OF DAVIS DIVISION REGULATION A540
Grading

Submitted by the Committee on Elections, Rules and Jurisdiction

Endorsed by the CA&ES Faculty Executive Committee, CBS Faculty Executive Committee, Engineering Faculty Executive Committee, L&S Faculty Executive Committee, Grade Changes Committee, Graduate Council, Undergraduate Council, and the Executive Council.

The proposed amendment would make the Registrar’s practice of enforcing the regulation regarding NG grades consistent with the language in the policy.

Rationale.
Currently the NG grade remains on the student record until the student enrolls in a term following assignment of the NG grade. Then at the end of term processing for that term the Office of the University Registrar runs a report and converts all previous NG grades to “F”. If the student does not enroll in the immediate next term, the NG remains on their record as NG and will not be changed to “F” until they return and complete a future term. This practice has led to a large number of NG grades remaining on transcripts. This proposal is to amend the regulation so that it clearly provides that the NG grade is changed to an F or equivalent at the end of the next regular term, whether the student re-enrolls or not.

Proposed Revision: Davis Division Regulation A540 shall be amended as follows. Deletions are indicated by strikeout; additions are in bold type.

A540. Grading

Except as provided otherwise in Davis Division Regulations A545 and A548, and in Regulation 70 of the Faculty of the School of Medicine, the following provisions apply to the grading of the work of all students subject to Davis Division Regulations.

(A) The work of each student shall be reported in terms of the following grades: A (excellent), B (good), C (fair), D (poor), F (failure), I (incomplete), and IP (in progress). Grades of A, B, C, and D may be modified by plus (+) or minus (-) suffixes. (En. 4/23/78, Am. 11/28/79)

(B) Grade points per unit shall be assigned by the Registrar as follows: A - 4; B - 3; C - 2; D - 1; F, I, or IP - none. "Minus" grades shall be assigned three-tenths grade point less per unit than unsuffixed grades, and "plus" grades (except A+) shall be assigned three-tenths grade point more per unit. The grade of A+ shall be assigned 4.0 grade points per unit, the same as for an unsuffixed A; but when A+ is reported it represents extraordinary achievement.

(C) The grade Incomplete shall be assigned only when the student’s completed work (judged by itself and not in relation to the work required to pass the course as a whole) is of passing quality and represents a significant portion of the requirements for a final grade,
but is incomplete for good cause as determined by the instructor. "Good cause" may include illness, serious personal problems, an accident, a death in the immediate family, a large and necessary increase in working hours, or other situations deemed to be of equal gravity. The student is entitled to replace this grade by a passing grade and to receive appropriate grade points and unit credit provided he or she satisfactorily completes the work of the course in a way specified by the instructor before the end of the third succeeding term of the student's academic residence as defined in Regulation 610. If a degree is conferred upon the student before the expiration of the time limit for conversion, the time limit for conversion for the graduated student shall be the end of the third regular term succeeding the term in which the Incomplete grade was assigned. If the time limit for conversion expires before a degree is conferred upon the student and the Incomplete grade has not been replaced, the grade shall revert to an F, a Not Passed, or an Unsatisfactory, depending on the grading system in effect in the particular instance. If the time limit expires after a degree has been conferred and the Incomplete grade has not been replaced, the Incomplete grade shall remain on the student's record. If the degree has not been conferred, and the work has not been completed before the end of the term three calendar years after the grade Incomplete has been assigned, and during which the student has not been in academic residence as defined in Regulation 610, the grade Incomplete shall remain on the student's record, unless the course is repeated. This time-limit for the completion of courses assigned the grade Incomplete shall apply to all and only those courses in which the grade Incomplete is assigned on or after September 1, 2010. (En. 1/20/75, Am. 5/29/75, effective Fall 1975; Am. 10/25/76, effective Winter 1977; Am. 6/4/79, Am. 11/28/79, effective Fall 1980; Am. 6/3/80, Am. 12/3/80; Am. 4/25/83; Am. 11/30/83) (Am. 9/1/2010, 2/24/2011, 9/1/2013)

In calculating an undergraduate student's grade point average, grade points and units for courses graded Incomplete shall not be counted except that, in ascertaining compliance with the 2.000 minimum grade point average required for the receipt of a bachelor's degree, all incomplete units attempted for a letter grade shall be counted and assigned a grade point value of zero. Any undergraduate student who accumulates more than 16 units of Incomplete for which final grades have not been assigned shall be subject to academic probation or disqualification. (Am. 1/27/81) (Am. 9/1/2010)

In calculating a graduate student's grade point average, grade points and units for courses graded Incomplete shall not be counted except that, in ascertaining compliance with the minimum grade point average required for receipt of a degree, all incomplete units attempted for a letter grade shall not be counted and assigned a grade point value of zero. Any graduate student who accumulates more than 8 units of Incomplete for which final grades have not been assigned shall be subject to academic probation. (Am. 10/25/76, effective Winter 1977; Am. 1/27/81)

(D) For a course extending over more than one term, where the evaluation of the student's performance is deferred until the end of the final term, provisional grades of In Progress shall be assigned in the intervening terms. Subject to the provisions of Academic Senate Regulation 634, grade points and units for courses graded In Progress shall not be counted in calculating a student's grade point average. Provisional grades shall be replaced by final grades if the student completes the full sequence. The student may receive final grades, grade points, and unit credit for completed terms when he or she has
not completed the entire sequence if the instructor certifies that the course was not completed for good cause.

(E) All grades except Incomplete or In Progress are final when filed by the instructor in the end-of-term course report. The correction of clerical and procedural errors shall be governed by guidelines established by the Davis Division and shall be under the supervision of the Davis Division Grade Changes Committee. No change of grade may be made on the basis of reassessment of the quality of a student’s work or, with the exception of Incomplete or In Progress grades, the completion of additional work. No term grade except Incomplete may be revised by re-examination. Students who believe that their failure to submit work subject to grading was due to circumstances beyond their control, resulting in a grade of F may petition the Grade Changes Committee for removal of the grade. (Am. 9/1/2012)

(F) Repetition of courses not authorized by the Davis Division Committee on Courses of Instruction to be taken more than once for credit is subject to the following conditions.

(1) An undergraduate student may repeat only those courses in which he or she received a grade of D, F, or Not Passed, as well as courses in which a grade of I has become permanent on the student’s record because the work was not completed within three years, as described in (C) above. Departments may restrict repetition of a course if it is a prerequisite to a course already completed with a grade of C- or better. Courses in which a grade of D or F has been earned may not be repeated on a Passed or Not Passed basis. (En. 4/21/80, Am. 3/11/81) (Am. 9/1/2010)

(2) A graduate student, with the consent of the appropriate graduate adviser and the Dean of Graduate Studies, may repeat any course in which he or she received a grade of C, D, F or Unsatisfactory, as well as courses in which a grade of I has become permanent on the student’s record because the work was not completed within three years, as described in (C) above, up to a maximum of three courses for all courses repeated. Courses in which a grade of C, D, or F has been earned may not be repeated on a Satisfactory or Unsatisfactory basis. (Am. 10/25/76, effective Winter 1977) (Am. 9/1/2010, 9/1/2011)

(3) Repetition of a course more than once requires approval by the appropriate dean in all instances.

(4) Degree credit for a course will be given only once, but the grade assigned at each enrollment shall be permanently recorded. (Am. by mail ballot 5/7/74)

(5) In computing the grade point average of an undergraduate who repeats courses in which he or she received a grade of D or F, only the most recently earned grade for each course and corresponding grade points shall be used for the first 16 units repeated. In the case of further repetitions, the grade point average shall be based on all grades assigned and total units attempted.
(6) In computing the grade point average of a graduate student who repeats courses in which he or she received a grade of C, D, or F, only the most recently earned grade for each course and corresponding grade points shall be used.

(G) The Registrar shall enter the notation "NG" on the end-of-term course report and on the student’s record for a student whose instructor has not yet submitted an appropriate grade (letter grade or P, NP, S, U, I, or IP). The instructor must indicate in the "memorandum" column on the course report the reason for not submitting a grade. Conditions for removing the NG are: (Am. 9/1/2012)

1. The NG notation shall be replaced by the appropriate grade upon written submission of that grade by the instructor.

2. The NG and relevant course notation both shall be deleted from the student’s transcript if it is established that an administrative error resulted in improper assignment of NG to the student.

3. The Registrar shall change the NG notation to an F grade, or equivalent, during the end-of-term processing in the immediate regular term following the assignment of the NG notation, if the NG has not been removed under the provisions of (1) or (2), unless the instructor in charge indicates otherwise to the Registrar. To ensure that the student is aware that an NG must be removed, the Registrar shall notify all affected students each term. provide the following written notification to all affected students: "NG must be removed within one term or the NG will be changed to a grade of F. If this course appeared on your midterm course check list, see your instructor immediately; if it did not appear, see the Registrar."
PROPOSED REVISION OF DAVIS DIVISION BYLAW 84 (C)
Instructional Space Advisory Subcommittee

Submitted by the Committee on Planning and Budget and Instructional Space Advisory Subcommittee.

Endorsed by Instructional Space Advisory Subcommittee, Committee on Planning and Budget,

The proposed revision would increase the membership of the subcommittee and provide representation from each of the undergraduate colleges.

Rationale.
The Instructional Space Advisory Subcommittee needs more faculty representation from across more disciplines. Currently, per Davis Division Bylaw 84(C) there are only two Senate faculty members appointed by Committee on Committees and the other two Senate faculty members are also members of the Committee on Planning and Budget, with one of them being the chair of the space subcommittee. Having a Senate faculty member from each college and school appointed to the subcommittee would be extremely helpful and more beneficial to the discussions regarding classroom space, etc. that take place within the committee. Each college and school has their own classroom/teaching space needs and currently the committee only hears the perspective of the three or four members appointed. In the case of the College of Letters and Science, one representative from each of the divisions would be appointed. In addition, the chair of the Instructional Space Advisory Subcommittee would be a Senate faculty member at large.

Proposed Revision: Davis Division Bylaw 84 shall be amended as follows. Deletions are indicated by strikeout; additions are in bold type.

C. Instructional Space Advisory Subcommittee

1. This committee shall consist of eight four regular Senate members and two three regular representatives, in addition to its ex-officio members and representatives. There shall be one Senate member from each of the three undergraduate colleges other than the College of Letters and Science, and one Senate member from each of the three divisions within the College of Letters and Science. The Senate members shall be: two selected by the Committee on Committees, Two members will be selected by the Committee on Academic Planning and Budget Review from its members, with the rest selected by the Committee on Committees. (one of whom will serve as Chair of this subcommittee). The representatives shall be the Director of Campus and Space Planning and one appointed by the Davis Academic Federation, one appointed by each of the Davis Academic Federation, the Office of Resource Management and Planning, and the Office of Architects and Engineers. In addition, subject to system wide Academic Senate Bylaw 35.C.2 and 3, the following shall serve as ex offici: the Registrar as a member, the Director of the Center for Educational Effectiveness as a member when also a
member of the Senate and as a representative when not, and the Director of Academic Technology Services as a representative. (Am. 6/10/03) (Am. 2/24/2011)

2. This subcommittee shall have the following duties:

   a. To review classroom scheduling and utilization policies to ensure the efficient use of classroom space.
   b. Advise the Chief Campus Officer on campus needs for new instructional space and on needs for improvements and upgrades to existing instructional space.
   c. To consult with faculty and identify the needs for instructional technology in classrooms.
   d. To establish design criteria for instructional space based on an understanding of the arrangements, layouts and sizes that provide effective learning environments for various instructional activities.