

MEETING CALL
REGULAR MEETING OF THE REPRESENTATIVE ASSEMBLY
OF THE DAVIS DIVISION OF THE ACADEMIC SENATE

Thursday, November 1, 2012
2:10 – 4:00 p.m.
Memorial Union, MU II

Page No.

1. Transcript of the June 8, 2012 Meeting

4

Motion: To accept the June 8 RA transcript.

Vote: 41 – 0

ACTION: Motion passed

2. Announcements by the President – None
3. Announcements by the Vice Presidents – None
4. Announcements by the Chancellor – None
5. Announcements by the Deans, Directors or other Executive Officers – None
6. Special Orders

- a. Remarks by the Divisional Chair – Bruno Nachtergaele

Bruno Nachtergaele discussed the importance of the Academic Senate and the difference between the Senate and the Administration. He emphasized the importance of the Senate advising the Administration on budget issues. UC Davis participated in a market study that showed the positive attributes of UC Davis include, research and professors. The Senate has the ability to maintain the quality of the institution, despite budget issues. Senate committees will need to consider budget in the upcoming year by communicating with each other, and giving good advice to the Administration.

The Library Committee will be holding a web forum and/or town hall meeting in the coming weeks on the issues of the Open Access Policy that will impact the campus. The Library Committee chair, Brian Kolner, announced that the Systemwide Senate will decide on the policy.

- b. Remarks by ASUCD President – Rebecca Sterling

ASUCD President Sterling indicated that the student body looks to the Senate for guidance on budget and campus issues. ASUCD advocates on behalf of the undergraduate students, and interacts with student life: employment, leadership, campus resources, Aggie Re-use Store, etc. ASUCD is registering students to vote this year, and working with student regents to help the student body to be more aware of issues that affect them. ASUCD is taking several community initiatives, including an Adopt-A-Student program, a community t-shirt, a jobs initiative to help current students and recent graduates, and the ASUCD Scholarship and Endowment Fund.

- c. Remarks by GSA Chair – Ethan Evans

GSA Chair Evans indicated that GSA will focus on scholarship, engagement (advocacy and representation), and community. He mentioned a graduate student symposium where students

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Page No.

can submit papers, and faculty can serve as judges. GSA will look at the Graduate Education Taskforce to improve graduate education at Davis, with an emphasis on graduate education funding at the University. GSA is extremely concerned with the budget, and is looking into a strategic and shared approach to budget cuts. GSA is also looking into the events around November 18th, and put together resolutions to take into consideration.

- d. Annual Report of the Committee on Academic Personnel: 8
i. Oversight Committee – John Hall

Motion: To accept the Committee on Academic Personnel - Oversight Committee Report.

Vote: 40 – 0

ACTION: Motion passed

- e. Annual Report of the Committee on Academic Personnel: 22
i. Appellate Committee – Dean Simonton

Motion: To accept the Committee on Academic Personnel, Appellate Committee Report

Vote: 40 – 0

ACTION: Motion passed

Annual Reports on Consent Calendar:

- | | |
|---|-----|
| f. *Annual Report of the Committee on Academic Freedom and Responsibility | 26 |
| g. *Annual Report of the Committee on Admissions and Enrollment | 28 |
| h. *Annual Report of the Committee on Affirmative Action and Diversity | 143 |
| i. *Annual Report of the Committee on Committees | 145 |
| j. *Annual Report of the Committee on Courses of Instruction | 147 |
| k. *Annual Report of the Committee on Distinguished Teaching Awards | 151 |
| l. *Annual Report of the Committee on Elections, Rules and Jurisdiction | 153 |
| m. *Annual Report of the Emeriti Committee | 174 |
| n. *Annual Report of the Faculty Research Lecture Award Committee | 176 |
| o. *Annual Report of the Committee on Faculty Welfare | 178 |
| p. *Annual Report of the Grade Changes Committee | 184 |
| q. * Annual Report of the Graduate Council | 186 |
| r. *Annual Report of the Committee on Information Technology | 195 |
| s. *Annual Report of the Committee on International Education | 197 |
| t. *Annual Report of the Joint Academic Federation/Senate Personnel | 200 |
| u. *Annual Report of the Library Committee | 209 |
| v. *Annual Report of the Committee on Planning and Budget | 212 |

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Page No.

w. *Annual Report of the Committee on Privilege and Tenure	217
x. *Annual Report of the Committee on Public Service	219
y. *Annual Report of the Committee on Research	222
z. *Annual Report of the Undergraduate Council	225
i. Annual Report of the Subcommittee on General Education	231
ii. Annual Report of the Subcommittee on Preparatory Education (not submitted)	
iii. Annual Report of the Subcommittee on Special Academic Programs (not submitted)	
iv. Annual Report of the Subcommittee on Undergraduate Instruction and Program Review	234
aa. *Annual Report of the Committee on Undergraduate Scholarships, Honors and Prizes (not submitted)	
7. Reports of standing committees	
8. Petitions of Students	
9. Unfinished Business	
10. University and Faculty Welfare	
11. New Business	
a. Academic Senate Administrative Oversight Committee Update – André Knoesen	
Vice Chair Knoesen updated the assembly on the administration’s action plan post November 18. He also described the process for offering suggestions, meeting updates, discussions including crisis management, and special committees. Vice Chair Knoesen will give 3 additional updates on the status of the campus recommendations. The Academic Senate Administrative Oversight committee will monitor the success of these recommendations and structures throughout the academic year.	
12. Informational Item	
a. Updated Response to the UC Davis Academic Senate’s Executive Council Request for an Action Plan (October 1, 2012 – REVISED)	236
b. Academic Senate Special Committee on Freedom of Expression charge	267
c. Academic Senate Administrative Oversight Special Committee charge	269

Meeting Adjourned

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CAP Annual Report, 2012 - 2013



SHIRLY CHANG
CAP CHAIR, 2011-2012
AUTHOR

JOHN HALL
CAP CHAIR, 2012-2013
PRESENTER

CAP Annual Report



FOR THE FULL REPORT, GO TO:

<http://academicsenate.ucdavis.edu/committee.cfm>

**>> SELECT >>
COMMITTEE ON ACADEMIC
PERSONNEL – OVERSIGHT
COMMITTEE**

CAP workload



- Meetings 42 of 52 weeks of the 2011-2012 year
- 493 personnel actions[including actions based on reports from 8 ad hoc committees]
- 90 other agenda items, including:
 - Chancellor's Fellowship recommendations
 - Initial continuing lecturer recommendations
 - Recommendations concerning satisfactory performance for 10/2011 merit salary increases concerning 16 faculty

Regular CAP Personnel actions



- 403 recommendations
 - 41 recommendations with less than complete agreement between CAP & Vice Provost – Academic Affairs [~10%]
 - ✦ 21 negative recommendations approved
 - ✦ 14 of 15 split-vote recommendations approved
 - ✦ In 5 cases, Vice Provost made decisions different than CAP recommendation
- FPC recommendations
 - Negative recommendations in < 13% of cases

CAP decisions by action type



Promotions to Associate Professor



- 77 CAP actions
 - Promotion recommended in 55 cases
 - Modified action or split vote in 13 cases
 - No advancement recommended in 9 cases

Promotions to Professor



- 52 CAP actions
 - Promotion recommended in 42 cases
 - Modified action or split vote in 8 cases
 - No advancement recommended in 2 cases

Merit Advancement to Professor VI



- 41 CAP actions
 - 31 actions recommended
 - 3 actions with modified recommendation
 - 7 actions not recommended

Merit Advancement to Professor, Above Scale



- **20 CAP actions**
 - 12 actions recommended
 - 2 actions not recommended
 - 6 actions with split [4/4] votes

Five-Year Reviews



- 19 cases
 - 13 cases, ‘No advancement, performance satisfactory’
 - 5 cases, “No advancement, performance unsatisfactory”
 - 1 mixed [4:4] vote

TOE Screenings



- 7 cases reviewed
- Search waivers recommended for 5

Other Matters



- Advancement to Associate Professor, Step IV or V
 - 2012-13 begins a 2-year pilot program
 - “Regular” merits to be considered by the FPCs
 - Criteria for a “regular” merit
 - ✦ (1) the faculty member has been at rank for 4 years or less
 - ✦ (2) the faculty member moved into rank at Associate Professor, Step II or above
 - ✦ (3) the faculty member has not had any deferrals in the Associate rank.

Questions? Discussion?



Charge of Administrative Oversight Special Committee

Interact *“routinely with the Chancellor and other key administrators to assure that the Executive Council and Representative Assembly receive periodic updates concerning the Chancellor’s progress toward achieving the recommendations outlined in the report of the Special Committee on the November 18th Incident to:*

- *Improve administrative decision making that includes actively listening to dissenting opinion*
- *Redefine the administrative leadership team*
- *Develop and implement procedural guidelines for checking comprehension and communication*
- *Establish a police and emergency management review board”*

Administrative Oversight Special Committee

Chair (Davis Divisional Vice Chair):

- André Knoesen

Taskforce Representatives:

- Cruz Reynoso, Law (UCOP Task Force chair)
- Julia Simon, French/Italian (Davis Division Special Committee on November 18th Chair)
- Eric Rauchway, History (UCOP Task Force Member)

Academic Senate Standing Committee Representatives:

- John Hall, Sociology (CAP Chair 2012-13)
- Jerold Last, School of Medicine (CPB Chair 2012-13)
- Kathryn Olmsted, History (COR Chair 2012-13)
- Gregory Dobbins (Undergraduate Council representative)

Academic Federation Representative:

- Alex Borg

Student Representatives:

- Rebecca Sterling (ASUCD Chair)
- Victoria White (GSA Representative)
- Lauren Menz (ASUCD Representative)

Expectations of Administrative Oversight Special Committee

- Report to the Executive Council at least quarterly.
- Provide a formal report to each Representative Assembly meeting held during the 2012-2013 academic year.
- The formal report will be forwarded to the UC Academic Council following presentation to the Representative Assembly.
- The UC Academic Council will share the formal report with the UC President as it deems appropriate.

Administrative Oversight Special Committee: Activities

- October 15, 2012
 - Reviewed June and Oct Reports of “Updated Response to the UC Davis Academic Senate’s Executive Council Request for an Action Plan”
 - Met with Chancellor Katehi. The Chancellor specifically noted that she expects to hear dissenting opinions from others when she must make important decisions and has taken steps to create a culture where such opinions are voiced.
 - Clarifications were received about concerns and revised Oct 1 report resulted.
- December 14, 2013
 - Randy Siverson, Chair of *Freedom of Expression Special Committee*
 - Barry Shiller, Executive Director of Communications
- January 23, 2013
 - Police Chief Matt Carmichael
 - Nick Crossley, Manager of Emergency Management & Mission Continuity

AS-1. Benchmarks and Metrics

“Executive Council will be charged with constituting a committee to monitor progress and comprehensively review the status of the recommendations made by this committee, Kroll and Reynoso.”

Benchmark: This group should be established by fall 2012.

“UC Davis Proposed Action AS-1: The proposed action plan will include benchmarks and metrics to assess progress in response to each recommendation requiring campus action. The administration shares the interest of the senate in assuring appropriate accountability for implementing the recommendations consistent with the University of California principles of shared governance. (See Regents Standing Order 105.2). The need to infuse the plan with sufficient opportunities for feedback, collaboration and input from various campus communities necessitates creation of a fall schedule for outreach with specified dates and times for individual hearings, forums and committee meetings. This schedule will be complete by September 1. Additional metrics including work progress reports and times for completion will be in place by September 15. This should enable and facilitate the monitoring efforts of the Academic Senate’s special committee.”

Action status: “Benchmarks and metrics for assessing the administration’s progress in responding to the Academic Senate’s recommendations and those from the Reynoso-Kroll reports can be found in this report as well as online at <http://demonstrationreviews.ucdavis.edu/combined-reportrecommendations/index.html>”

AS-2. Freedom of Expression Group: “We recommend the formal constitution of a Freedom of Expression Group.”

Benchmark: This group should be established by fall 2012.

“UC Davis Proposed Action AS-2: The UC Davis Academic Senate formed a Freedom of Expression Special Committee to conduct an independent, scholarly review of freedom of expression at UC Davis. The review will likely include a review of existing policies, legal precedents, community discussions, etc. Creation of the Academic Senate Special Committee supersedes an earlier suggestion of an administration task force on the same subject. The Senate's special committee is charged with generating a report by December 1, 2012 that outlines observations and recommendations for consideration by the Davis Division of the Academic Senate and by the campus administrative leadership. The Executive Council of the Academic Senate may vote to extend the term of this Special Committee. Based upon the recommendations of the Senate's Special Committee, the campus administration will determine the need for development and implementation of new policies and/or procedures that define the appropriate time, place, and manner of freedom of expression on campus. These procedures could also include educating UC Davis students on the disciplinary consequences associated with violating the campus' free speech policies.” Revised Statement for Oct 2012 Report

Specific Question raised by Administrative Oversight Committee

Q: How does the task force to be formed in response to Reynoso Recommendation A-1: *Agreement on policies regulating protests and civil disobedience* relate to the Freedom of Expression group formed in response to I.2 Academic Senate Recommendation AS-2: *Freedom of Expression Group*? How do we ensure non-duplication of effort?

Response: *“The Academic Senate’s Freedom of Expression Special Committee now takes precedence. The initial proposal to form a task force has been shelved to permit the Special Committee to do its work. Should it be advantageous later to create a task force comprised of faculty and representatives of the administration to receive and consider the Special Committee’s recommendations then that could be a potential course of action, but presently there is no conflict or duplication of effort.”*

Action status: “Ongoing. In support of the planned efforts of the Senate’s Freedom of Expression Group, the campus administration has collected and reviewed free speech policies and guidelines from the Davis campus, as well as the nine other UC campuses and 24 other large public universities. In addition, more than 20 law review articles and other legal resources addressing free speech on university campuses have been compiled to provide references for review bodies.”

AS-3. Decision-Making : “The committee recommends a specific definition of consultation that recognizes the need for dissenting opinions to be offered without fear of retaliation and to be heard without prejudgment. Meaningful consultation requires decision-makers who reserve judgment, consider all options, and state clearly the reasons for their ultimate decisions. The leadership of a community as diverse as UC Davis cannot legitimately function in any other way. ”

Benchmark: These concerns should be addressed immediately.

“UC Davis Proposed Action AS-3: The campus administration concurs with the senate’s definition of consultation that should be engaged for informed decision making whenever possible, consistent with University of California principles of shared governance. Administration decision makers are taking several steps to redouble their focus on ensuring an environment in which everyone has an opportunity to be heard, and where all opinions are acknowledged and welcomed.”

Action status: “Completed and ongoing. The Campus Community Council, established on April 6, 2011, will serve as the foundation for this effort. The council will hold a series of meetings throughout the fall and spring quarters to enhance and reinforce the campus’s commitment to consultation as an active practice.”

CLARIFICATION TO ACADEMIC OVERSIGHT COMMITTEE: Campus Community Council includes members of the Academic Senate and the Academic Federation in addition to students, staff, alumni, etc.,

AS-4. Leadership: “This question of leadership comes into play in the “Leadership Team” described in Kroll and Reynoso, an informal advisory group with no official standing.Following the recommendations of Kroll a “clearly defined structure and set of operating rules” for such a team needs to be created. This “inter-disciplinary” leadership team should include representatives from relevant constituencies: Administration, Academic Senate, Academic Federation, Staff and Students”

Benchmark: This group should be established by fall 2012.

“UC Davis Proposed Action AS-4: The campus administration also agrees with the Kroll recommendation that its “inter-disciplinary” teams addressing potential campus crises have “a clearly defined structure and set of operating rules.” We also agree that members of the campus community should be consulted. In response to Reynoso-Kroll report recommendations, the Davis Campus Emergency Operations Plan is being updated to ensure full compliance with the National Incident Management System/Standardized Emergency Management System (NIMS/SEMS) and standardized procedures for planning, managing, communicating and collaborating to manage any size event or incident.

:

*The chancellor is charged with the responsibility for the operation and administration of the campus, including campus safety and ensuring an environment conducive to achieving the university’s mission. (Regents Standing Order 100.6) The administration’s response to imminent potential crises requires the ability to be nimble and act on short notice, circumstances that are not always conducive to broad consultation with representatives of all campus constituencies before relevant decisions can be made in a timely manner. However, such broad consultation and input on these issues will be obtained in less urgent circumstances through the creation of the **Freedom of Expression Group and Campus Community Council**, described above, as well as existing forums.”*

Action Status: “Completed and ongoing”

Specific Questions raised within Administrative Oversight Committee

Q1: Will the administration please clarify how consultation occurs in the context of the UC Davis Leadership Team?

Response: *“The Event and Crisis Management Team is a group of senior-level administrators who meet to discuss planning and preparations for major events, participates in trainings around emergency preparedness, and debriefs following a major incident. The group operates under the guidance of the ECMT Guide which includes a process to convene the team, and to review key executive level issues. The Academic Senate (Chair and/or his/her designee) is an integral member of this group. In addition, the Academic Senate Chair and the Vice Chair of Academic Federation are included as full members of the newly formed Campus Community Council, which serves to promote dialogue and exploration of campus/community issues. Campus Community Council membership also includes representatives of staff, students, both undergraduate and graduate, retirees, and alumni.”*

Specific Questions raised within Administrative Oversight Committee

Q2: Will an administrator be present during future campus demonstrations?

Response: *“UCPD Systemwide Policy (adopted on Sept. 28, 2012) now stipulates that stakeholder involvement is “critical for effective law enforcement response to crowd management events”. UCPD shall embrace collaboration with stakeholders when planning for and responding to public assemblies and gatherings. These stakeholders, as defined, include administration, AS leadership, student group leadership, etc. Furthermore, UC Davis standard operating procedure now requires that a campus executive be present either in the command center or on the scene of any major demonstration, etc.”*

AS-5 Communication: “the administration should establish a set of procedural guidelines that provide a framework for ensuring that all parties understand commands and other communications in the same way.”

Benchmark: Procedural guidelines for checking comprehension and communication should be established by fall 2012. An updated Emergency Plan (characterized by transparency, effectiveness and accessibility, consistent with NIMS/SEMS) should be established as soon as possible.

“UC Davis Proposed Action AS-5: The National Incident Management System/Standardized Emergency Management System (NIMS/SEMS) is designed to provide a common vernacular and decision-making process for all situations. It will enable campus administrators to respond more efficiently and effectively. NIMS/SEMS training is planned for the summer and a schedule for periodic practice exercises will be established.”

Action Status: *“Significant progress and ongoing training.”*

AS-6 Police and Emergency Management Review Board: “the committee recommends the creation of a police and emergency management review board specific to the Davis campus”

Benchmarks: The Review Board should be established by fall 2012.

“UC Davis Proposed Action AS-6: The campus has secured a nationally recognized expert on police accountability and will schedule forums in the fall with campus groups to discuss what best practices exist for oversight of police departments and how best to review police actions, including the merits of a review board. The review and revision of campus policies addressing free expression and consequences for engaging in conduct in violation of these policies will address the appropriate role of police and administrative responses to campus protest activity.”

Action Status: *“Ongoing. The UC Davis Police Department has contracted with a nationally recognized expert in the areas of accountability and police oversight to engage members of the campus community in a discussion of establishing a police commission or police auditor position. An on-campus meeting has been scheduled for Oct. 11, 2012. Additionally, the Office of Student Affairs is reviewing the campus’ Student Judicial Affairs processes to determine if and how those processes can effectively be used as an appropriate and viable alternative to police intervention.”*

AS-7: Organizational and Administrative Structures: “we recommend that the administration engage in a form of open dialogue with the campus community that is consistent with the principle of consultation defined above. Senate and federation faculty have a key role to play in providing guidance and alternative perspectives in this healing process. “

Benchmark: Open forums for dialogue and real communication and consultation with evidence of attendance and impact by fall 2012.

“UC Davis Proposed Action AS-7: Campus administration has charged a Campus Community Council to develop an action plan for deliberation and discussion. The campus will hold a number of forums designed to elicit feedback on specific policy changes and other related issues throughout the fall. Forums and groups will be organized to promote dialogue and the search for common ground.”

Action Status: Ongoing

Cont.....

Action Status: Ongoing (part 1)

1. *“The campus will schedule fall, winter and spring quarter campus community forums, developed in collaboration with the newly formed Campus Community Council.*
2. *The Office of Campus Community Relations (OCCR), in collaboration with the UC Davis Police Department, has organized a Campus Community Orientation Program for newly hired UC Davis Police officers. The first program was provided on August 27.*
3. *Associated Students of the University of California, Davis (ASUCD) and other student organizations will be encouraged to initiate, sponsor or collaborate on an annual event that is supportive of the UC Davis Principles of Community.*
4. *Faculty and staff constituent groups will be encouraged to initiate, sponsor or collaborate with others annually on a campus community event or activity supportive of the UC Davis Principles of Community.*
5. *The online Principles of Community Training Module for faculty and staff will be updated on a regular basis, and all employees will be strongly encouraged to complete the training by the end of 2012-13 academic year.*

Cont.....

Action Status: Ongoing (part 2)

6. *A new online Principles of Community Orientation Module will be developed for students. And all new students (freshmen and transfers) will be encouraged to complete the online Principles of Community Module during their first enrolled quarter at UC Davis.*
7. *All new student leaders will be required to complete the new online Principles of Community Modules for students as a part of their orientation for student leadership positions and responsibilities.*
8. *The campus will develop a marketing and communications plan to inform the community about the UC Systemwide Hate and Bias Incident Reporting System.*
9. *The Office of Student Affairs is exploring the use of the Restorative Justice Program as a tool to address differences among members of the campus community.*
10. *The campus will develop educational materials (i.e. policies, resources, and informational brochures) and programmatic activities related to the issues of free speech and freedom of expression at UC Davis.”*

Specific Question raised within Administrative Oversight Committee

Q1. The response to Reynoso Recommendation A-4: *Heal the campus and apply Principles of Community in a practical fashion* remains vague and runs the risk of further alienating parties who feel disenfranchised with things like: “Faculty and staff will be encouraged to take part in training related to the Principles of Community, and a special version of the Principles of Community training will be developed for students.”

Response: *“This is a helpful comment. Our ongoing work would benefit from faculty input on what constitutes engagement, and asks how do we more effectively implement and/or foster deep regard for the Principles of Community? How would the Academic Senate like to see campus leadership exercise a positive ongoing role in this area?”*

Status within Administrative Oversight Committee: Topic of discussion at the December meeting.

Conclusions by Administrative Oversight Special Committee November 1, 2012

- The majority of the management and administrative measures recommended by the Davis Division Special Committee on November 18th & UCOP Task Force have been put in place.
- The various measures should be given an opportunity to become fully operational and their effectiveness will be monitored by the Administrative Oversight Special Committee.
- The Administrative Oversight Special Committee commends the Chancellor for taking a proactive and responsive approach.