



Davis Division Academic Senate

Request for Consultation Responses

UCD APM 240: Dean (Appointment & Review) Procedures

April 22, 2013

UCD APM 240 was changed to comply with changes to the systemwide policy. Criteria for appointment of Deans was added and the duties and responsibilities were moved.

Affirmative Action & Diversity

April 12, 2013 3:20 PM

The AA&D Committee notes nothing in the proposed changes to the wording of APM 240 that raises concern with respect to the charge of our committee.

CAP Oversight Committee

April 12, 2013 9:55 AM

Response continued on next page.

**UC DAVIS: ACADEMIC SENATE
Committee on Academic Personnel - Oversight**

April 10, 2013

UCD APM 240: Dean - Appointment & Review

The Committee on Academic Personnel has reviewed the revisions to APM 240, "Dean – Appointment & Review", and finds that the changes do not materially impact the work of the committee.

Council of School & College Faculty Chairs (LS: HACCS)

April 8, 2013 7:51 PM

College of Letters and Science

Faculty Executive Committee

Consultation Report on Appointment and Review of Deans

The L&S Faculty Executive Committee (FEC) has some concerns about revisions to the policy concerning the Appointment and Review of Deans.

One minor concern on page 1, II. Policies and Procedures, A. Deans, 2. Duties and Responsibilities, a. "Provision of academic leadership to the faculty... *and, admissions for professional schools and the Graduate Division*" (emphasis added). We would recommend revising this to read "admissions for professional schools and the Graduate Division to the extent that it is delegated by the faculty."

We have a more substantive concern with a passage on p. 3, C. Acting or Interim Deans, 1. Appointment: "The Chancellor, after consultation with an appropriate committee of the faculty of the college/school, shall appoint an acting dean when a dean will be absent from the college or school for a significant period of time (i.e., a quarter or more). An interim dean will be appointed when a dean steps down from his or her position and a recruitment for a new dean has not been completed." The Committee notes that there is no consultation process in the case of the appointment of an interim (as opposed to an acting dean) and recommends that a parallel process of consultation with an appropriate committee of the college/school be used in both cases.

Finally, we have two concerns about the review process in III. Procedures for Appointments of Deans, B. Continuation of Appointment/Reappointing. First, Section 2 reads "The dean will be informed that the review will take place and that the advisory committee is being appointed. The dean will be asked to provide a letter outlining the dean's view of his/her accomplishments, goals, and priorities for the development of the school/college." We believe that more guidance would be helpful to enable deans to prepare appropriate materials for the dossier. For example, a suggested page length or other indication of what the expectations are. Second, we are very concerned about the wide latitude for the scope of review process expressed in the section 3: "The committee may determine that additional materials are required from the dean for the review and may ask the Chancellor to solicit appraisals from individuals who have had the opportunity to work with the dean or to observe the effectiveness of his/her work." We would prefer a review process that outlines the procedures for soliciting information for appraisal. For example, it might be useful and appropriate to state clearly that faculty, staff and administrators will be given the opportunity to submit an appraisal as part of the review process.

Elections, Rules & Jurisdiction

April 22, 2013 9:11 AM

The Committee on Elections, Rules, and Jurisdiction would like to draw your attention to two problematic issues in the draft revision of UCD APM 240, "Appointment and Review of Deans."

1. In section II.A.2, the list of duties and responsibilities of the dean includes "admissions for professional schools and the Graduate Division." Under the Standing Orders of the Regents, authority over admissions is explicitly granted to the Academic Senate. The Senate may choose to delegate some of this authority, but any dean's responsibility for admissions exists solely by virtue of such delegation, and only to the degree that it is delegated. In particular, the Academic Senate always retains the right to overrule a dean on any matter of admissions.

We would suggest -- especially to provide clarity for potential future deans, who may not be familiar with these issues -- that the wording be changed to make this explicit. Perhaps the phrase should read "admissions for professional schools and the Graduate Division to the extent such authority is delegated by the Academic Senate."

As the section is now written, it is not clear whether the dean's duty is "admission" or "provision of academic leadership to the faculty... [concerning] admissions.")

2. Under section III.C.1, the Chancellor's appointment of an acting dean should be preceded by "consultation with an appropriate committee of the faculty of the college/school." As the section is currently worded, however, no such consultation is required for the appointment of an interim dean. Since an interim dean will frequently hold his or her position for longer than an acting dean, this seems a strange omission.

Graduate Council

April 24, 2013 2:40 PM

Response continued on next page.

April 24, 2013

RFC: UCD APM 240: Dean (Appointment & Review) Procedures

The Graduate Council reviewed and discussed the aforementioned RFC on the appointment and review procedures for deans.

No significant background was provided regarding the rationale and the motivation for the proposed changes. Consequently the Council's comments are mostly questions.

- i. Do these procedures pertain to the Dean of Graduate Studies? There is one reference to Graduate Council (Section II.A.2.a) that seems to indicate that they do.
- ii. Why were the sections on Assistant and Associate Deans (III.C.2) and Divisional Deans (III.D) deleted? Are there plans to craft separate policies? The elimination of the Associate Dean position from the APM 240 language implies, for example, that the Chancellor would have no control over the appointment or tenure of an Executive Associate Dean appointed by the Vice Chancellor of Health Sciences and Dean of the Medical School to take responsibility for the medical school.
- iii. Do these procedures pertain to the Dean of UC Davis Extension?

The Council noted that a description of the duties and responsibilities of Lead Deans for Graduate Groups should be provided and that appending or referencing an organizational chart would be beneficial.

Finally, the Council surmised that given the information gaps identified above, additional modifications/additions to the procedure are likely forthcoming that Graduate Council expects to review.

Accordingly, these constitute Graduate Council's response to the above RFC.

Sincerely,



Rachael E. Goodhue, Chair
Graduate Council

/vm

c: Gina Anderson, Executive Director of the Academic Senate

Planning & Budget

April 22, 2013 9:12 AM

No response at this time.

Research

April 22, 2013 9:12 AM

No response at this time.