VICE PROVOST MAUREEN STANTON  
Academic Affairs

Re:  **American Studies Voting Procedures**

The Committee on Academic Personnel (CAP) finds the new voting procedures proposed by the American Studies Program to be in accordance with Academic Senate bylaws.

[Signature]

Shirley Chiang, Chair  
Committee on Academic Personnel

Attachment
PROFESSOR SHIRLEY CHIANG, CHAIR
Committee on Academic Personnel

RE: Revised Voting Procedures — American Studies Program

Dear Shirley:

I am forwarding the proposed revisions to the Academic Senate Voting Procedures for the American Studies Program for review and approval by the Committee on Academic Personnel.

I appreciate your assistance and look forward to receiving your response.

Sincerely,

[Signature]

Maureen L. Stanton
Vice Provost—Academic Affairs
Professor—Evolution and Ecology

/Imd

Enclosure

c: Dean Owens
   Director Sze
   Analyst Mattheis
May 22, 2012
Maureen L. Stanton
Vice Provost—Academic Affairs

Dear Vice-Provost Stanton:
According to the memo dated October 19, 2011 from the Chair of the Committee of
Academic Personnel, the voting procedures for American Studies Program are in
compliance with the CERJ advice, but we were asked by Dean Owens to consolidate two
documents. Here are the official voting procedures for your records.

The American Studies Program has a critical mass of faculty with Appointments in
American Studies that constitutes the voting body for personnel actions. The procedures
have been approved by CAP, most recently in 2004, and confirmed in 2011.

Cordially,

Julie Sze,
Associate Professor
Director of American Studies

UC Davis, American Studies

[Signature]
American Studies Program
Voting Procedures, May 2012

1. MERITS, PROMOTIONS AND APPRAISALS

All Academic Senate members with appointments in American Studies (including joint appointments), regardless of rank, participate in personnel deliberations and vote.

2. APPOINTMENTS TO NEW FACULTY POSITIONS AT ANY LEVEL, TO JOINT PROFESSOR POSITIONS AT ANY LEVEL, AND TO VISITING LECTURERS AND PROFESSORIAL RESEARCH POSITIONS:

All Academic Senate members with appointments in American Studies (including joint appointments), regardless of rank, participate in personnel deliberations and vote.

3. DEFERRALS/FIVE YEAR REVIEWS

All Academic Senate members with appointments in American Studies (including joint appointments), regardless of rank, participate in personnel deliberations and vote.

4. INTERDEPARTMENTAL TRANSFERS AND PHASED RETIREMENTS

All Academic Senate members with appointments in American Studies (including joint appointments), regardless of rank, participate in personnel deliberations and vote.

5. VOTING PRIVILEGES OF PERMANENT FACULTY

Same as #1

6. VOTING PRIVILEGES OF EMERITI/AE FACULTY

Emeriti/ae faculty are not members of the program committee and do not vote

7. VOTING PRIVILEGES OF PHASED RETIREMENT SENATE FACULTY

All Academic senate program committee members on phased retirement have full voting rights on personnel and all other department concerns.

8. Voting privileges of Lecturers, SOE/Sr. Lecturers, SOE:

All lecturers with SOE, and Sr. Lecturers with SOE who hold faculty appointments in American Studies may vote in all actions.