

December 12, 2014

INTERIM DEAN ALEXANDRA NAVROTSKY
Division of Mathematical and Physical Sciences

RE: Voting Procedures – Department of Mathematics

Dear Alex:

This letter is to inform you that the Committee on Academic Personnel has approved the revised voting procedures for the Senate Faculty in the Department of Mathematics with some minor suggestions, as outlined in their attached memo.

Sincerely,



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

/lmd

c: Chair Romik
Analyst Hamiel

Attachment

11/19/2014

VOTING PROCEDURES: DEPARTMENT OF MATHEMATICS (DISCUSSION ITEM)

The Committee on Academic Personnel (CAP) has reviewed the Step Plus voting procedures submitted by Department of Mathematics. By a vote of 8 in favor, none opposed, none abstaining, with one member absent, CAP approves the revised procedures with the following minor suggestions.

In Article 7, CAP suggests combining (1) and (2) and asking each voting member to choose the highest rank that he or she will vote for. That way only a single vote is needed. CAP further suggests revising "Description" of the ballot from "Dr. [name?](#) is under review for a merit from Professor, Step 1 to Professor, Step 2" to "Dr. [name?](#) is under review for a merit advancement from Professor, Step x". This leaves open the specification of the step, which should come after the vote.

These comments are advisory, and for the department's consideration. The document is approved notwithstanding.



October 22, 2014

Professor David Simpson, Chair
Committee on Academic Personnel

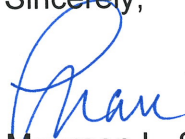
RE: Revised Voting Procedures – Department of Mathematics

Dear David:

I am forwarding the proposed revisions to the Academic Senate Voting Procedures for the Department of Mathematics for review and approval by the Committee on Academic Personnel.

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

Sincerely,



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

/lmd

Enclosure

c: Interim Dean Navrotsky
Chair Romik
Analyst Hamiel

Lynn M Daum

From: gylopez <gylopez@math.ucdavis.edu>
Sent: Tuesday, October 07, 2014 12:04 PM
To: Alexandra Navrotsky (DEAN)
Cc: Jane Hamiel; romik@ucdavis.edu
Subject: MATH: new departmental voting procedures
Attachments: math-dept-voting-proc-2014.pdf; Mathematics.02.27.13.pdf

Dear Dean Navrotsky:

I am sending the below email message and attachments on behalf of Chair Romik.

Please let me know if you have any questions.

Best Regards,

Gladis Lopez
MSO


Dear Dean Navrotsky,

In its recent faculty meeting of October 1, 2014, the Department of Mathematics updated its departmental voting procedures. Please find attached for your review and approval the updated procedures (math-dept-voting-proc-2014.pdf). For your reference, I am also including as an attachment the previous voting procedures document (Mathematics.02-27.13.pdf). The changes from the previous version to the updated version are as follows:

1. Articles 1-5 of the old voting procedures are unchanged.
2. In the new procedures, a new Article 6 was added. This article describes the voting procedures for voting on advancement actions of faculty members who hold a joint appointment without salary in the department.
3. In the new procedures, a new Article 7 was added. This article describes the ballot language that will be used for votes on personnel actions under the Step Plus system.

Please let me know if any clarifications are needed.

Regards,
Dan Romik
Chair, Department of Mathematics

 I Concur: _____ Date: 10/17/14
Alexandra Navrotsky, Interim Dean
Mathematical & Physical Sciences

University of California, Davis

Department of Mathematics

VOTING PROCEDURES (revised 10/2/14)

1. MERITS, PROMOTIONS, APPRAISALS:

Professors vote on all personnel actions. Associate Professors vote on personnel actions regarding Lecturers (SOE), tenure-track Assistant Professors and Associate Professors, except for promotion to Sr. Lecturer (SOE) or Professor. Tenure-track Assistant Professors vote on tenure-track Assistant Professor personnel actions, except for promotion to Associate Professor and above. All Academic Senate faculty may examine all personnel actions, except for the candidate. The candidate may review his or her file once confidential matter has been redacted and/or removed, in accordance with APM guidelines. No candidate may vote on his or her own personnel action.

2. APPOINTMENTS TO NEW FACULTY POSITIONS AT ANY LEVEL, TO JOINT PROFESSOR POSITIONS AT ANY LEVEL:

For all appointments to new faculty positions at any level, tenure-track Assistant Professors, Associate Professors and Professors vote.

For Visiting Professors and Arthur J. Krener Assistant Professors (KAPs), the Chair, after appropriate consultation, makes departmental recommendations.

3. DEFERRALS/FIVE-YEAR REVIEWS:

Deferrals: the Chair makes departmental recommendations after appropriate consultation with the faculty member.

Five-Year Reviews: When the Chair decides that a five-year review is subject to faculty ballot, Professors vote on all cases. Associate Professors vote on five-year reviews of other Associate Professors.

4. INTERDEPARTMENTAL TRANSFERS AND PHASED RETIREMENTS:

These actions are treated as new appointments (see #2 above).

5. VOTING PRIVILEGES OF PERMANENT FACULTY:

All Academic Senate faculty members have voting privileges on departmental issues except personnel matters covered in Item #1 above.

6. ADVANCEMENT FOR JOINT APPOINTEES WITHOUT SALARY:

Advancement actions for faculty members who hold a joint appointment without salary will be voted on according to the same procedures used for 100% appointees and for salaried joint appointees.

7. BALLOT FOR VOTES UNDER THE STEP PLUS SYSTEM:

Ballots for merit and promotion actions under the Step Plus system will follow the template below.

Ballot Title: *Dr./Prof. [name] Merit from Professor, Step 1 to Professor, Step 2*

Voting Period: *XX/XX/20XX- XX/XX/20XX*

Description: *Dr. [name] is under review for a merit from Professor, Step 1 to Professor, Step 2, effective XX/XX/20XX. The review period for this merit is XX/XX/20XX – XX/XX/20XX.*

(1) Do you support, at a minimum, the proposed 1-step advancement?

- YES
- NO
- ABSTAIN

(2) Do you support any of the following alternative actions? Select the one that you support the most.

- 1.5-step advancement to Professor Step 2.5
- 2-step advancement to Professor Step 3
- I do not support any of these alternative actions
- ABSTAIN

(3) Please check the appropriate box to indicate your evaluation of each of the following scholarly activities:

	Abstain	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Teaching				
Service				
Research and creative activities				

Please comment below on the reasons for your votes. Comments are required if you voted NO in question (1), and recommended otherwise.

Comments: