

November 26, 2018

Philip Kass, Vice Provost
Academic Affairs

Re: Revised Voting Procedures: Department of East Asian Languages and Cultures

Dear Vice Provost Kass,

The Committee on Academic Personnel (CAP) has reviewed the revisions to the Department of East Asian Languages and Cultures Voting Procedures, submitted on October 25, 2018. CAP approves the revised voting procedures.

Sincerely,

A handwritten signature in cursive script that reads "Christine S. Cocanour" followed by a small mark.

Christine S. Cocanour, Chair
Committee on Academic Personnel

Cc: Olivia Dally, Academic Affairs
Christine Wolle, Academic Affairs

October 25, 2018

PROFESSOR CHRISTINE COCANOUR, CHAIR
Committee on Academic Personnel

RE: Revised Voting Procedures – Department of East Asian Languages and Cultures

Dear Christine:

I am forwarding the proposed revisions to the Academic Senate Voting Procedures for the Department of East Asian Languages and Cultures for review and approval by the Committee on Academic Personnel (CAP).

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

Sincerely,



Philip H. Kass
Vice Provost—Academic Affairs
Professor of Analytic Epidemiology,
Population Health and Reproduction (Veterinary Medicine),
and Public Health Sciences (Medicine)

/opd

Enclosures

c: Dean Spiller
Associate Dean Waters
Chair Foster
Analyst Mattheis

Olivia Pisano Dally

From: Jennifer Mattheis
Sent: Thursday, October 25, 2018 1:58 PM
To: AP Analysts Blue
Subject: FW: FW: EALC voting procedures

Hi Olivia,

Does this work for you?

Jenni

From: Claire Waters [mailto:cmwaters@ucdavis.edu]
Sent: Thursday, October 25, 2018 1:37 PM
To: Jennifer Mattheis <jrmattheis@ucdavis.edu>
Subject: Re: FW: EALC voting procedures

Hi Jenni--

I support this re-submission of the requested voting procedures in EALC.

Best,
Claire

From: AP Analysts Blue
Sent: Thursday, October 25, 2018 11:23 AM
To: Jennifer Mattheis <jrmattheis@ucdavis.edu>
Cc: Philip H Kass <phkass@ucdavis.edu>; AP Analysts Blue <apanalysts_blue@ucdavis.edu>
Subject: RE: EALC voting procedures

Hi Jenni,

I received this in my personal email directly from the department chair. I just wanted to make sure you were aware of the situation.

Once you've completed your initial review, please forward the voting procedures to me so I can conduct our review.

Let me know if I can be of assistance in anyway.

Thanks,

Olivia

Olivia Dally

Academic Personnel Analyst

Office of the Provost – Academic Affairs

University of California, Davis

(530) 752-5841

opisano@ucdavis.edu

From: Michael Dylan Foster
Sent: Thursday, October 25, 2018 11:04 AM
To: Olivia Pisano Dally <opisano@ucdavis.edu>
Cc: Philip H Kass <phkass@ucdavis.edu>
Subject: EALC voting procedures
Importance: High

Dear Olivia Dally,

I am the new chair of East Asian Languages and Cultures (EALC). While preparing for personnel actions for the Fall Quarter last week, we discovered that the voting procedures the department had proposed in 2012 had never actually been approved by the Senate. Please see the email chain below for details, but Edwin Arevalo has directed me to you so the procedures can be routed through Academic Affairs.

I would be most grateful if you could help usher this through as quickly as possible, so we can be on track for our personnel actions this fall. Of course, please let me know if you require any further information or material. I am also CCing Vice Provost Kass here so he is aware of the current status.

Thank you very much,

Michael

--

Michael Dylan Foster
Professor and Chair

East Asian Languages and Cultures
University of California, Davis

One Shields Avenue
Davis, CA 95616
USA

From: Edwin M Arevalo <emarevalo@ucdavis.edu>
Date: Thursday, October 25, 2018 at 10:49 AM
To: Michael Dylan Foster <mdfoster@ucdavis.edu>
Subject: RE: EALC voting procedures

Dear Professor Foster,

After consulting with Academic Affairs and the CAP Senate Analyst, they confirmed that the voting procedures need to be routed through Academic Affairs, and then their office will send the revisions to the Academic Senate. It looks like the appropriate contact person in Academic Affairs (for your department) is Olivia Dally. Here contact information can be found [here](#). Her email is opisano@ucdavis.edu.

Best,

Edwin

Edwin M. Arevalo
Executive Director
Academic Senate Office, Mrak Hall 402
University of California, Davis
(530) 754-7468

From: Michael Dylan Foster
Sent: Monday, October 22, 2018 9:16 AM
To: Edwin M Arevalo <emarevalo@ucdavis.edu>
Subject: EALC voting procedures
Importance: High

Dear Executive Director Arevalo,

I am the new chair of the Department of East Asian Languages and Cultures (EALC) in the Colleges of Letters and Sciences. While preparing for personnel actions for the Fall Quarter last week, we discovered that voting procedures the department had proposed in 2012 had never actually been approved by the Senate. Associate Dean Claire Waters contacted Vice Provost Kass about the situation, and he directed me to forward our voting procedures to you for approval by the Senate as soon as possible so that we can proceed with our actions on schedule in the fall. I attach the procedures here, and would indeed be most grateful if you are able to have this expedited.

Please let me know if you need any further information. Thank you very much for your attention to this.

Gratefully,

Michael

--

Michael Dylan Foster
Professor and Chair

East Asian Languages and Cultures
University of California, Davis

One Shields Avenue
Davis, CA 95616
USA

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Claire M. Waters
Professor of English
Associate Dean of the Faculty
Humanities, Arts, and Cultural Studies
College of Letters and Science
UC-Davis

Proposed Voting Procedures:
February 27, 2012

Department of East Asian Languages & Cultures
Voting Procedures

1. MERITS, PROMOTIONS, APPRAISALS:

Professors vote on all Professors, Associate Professors, and Assistant Professors.

Associate Professors vote on all Professors, Associate Professors, and Assistant Professors.

Assistant Professors vote on all Professors, Associate Professors, and Assistant Professors.

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

Same as #1

3. DEFERRALS/FIVE YEAR REVIEWS:

At the discretion of the Chair.

4. INTERDEPARTMENTAL TRANSFERS AND PHASED RETIREMENTS

See #1

5. VOTING PRIVILEGES OF PERMANENT FACULTY:

All Academic Senate faculty members have voting privileges on departmental issues.

6. VOTING PRIVILEGES OF EMERITI FACULTY:

None.

7. VOTING PRIVILEGES OF PHASED RETIREMENT SENATE FACULTY

See #1.