

August 14, 2020

Philip Kass


Vice Provost, Academic Affairs

Re: Revised Voting Procedures: Department of Physics

Dear Vice Provost Kass,

The Committee on Academic Personnel (CAP) has reviewed the revisions to the Department of Physics Voting Procedures, submitted on August 5, 2020. CAP approves the revised voting procedures.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert Gilbertson".

Robert Gilbertson, Chair
Committee on Academic Personnel

C: Olivia Dally, Academic Affairs

August 5, 2020

ROBERT GILBERTSON, CHAIR
Committee on Academic Personnel

RE: Revised Voting Procedures – Department of Physics

Dear Robert:

I am forwarding the proposed revisions to the Academic Senate Voting Procedures for the Department of Physics 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: Interim Dean Kelman
Associate Dean Lee
Chair Zieve
Analyst Willard

Olivia Pisano Dally

From: Jennifer N Willard
Sent: Wednesday, June 24, 2020 9:27 AM
To: AP Analysts Blue
Subject: FW: PHY revised Senate voting privileges and procedures
Attachments: Voting Procedures Senate_PHY_Revised 2020-06-23_Request.pdf; Voting Procedures Senate_Revised 2020-06-10.pdf

Hi Olivia,

Please see the concurrence from AD Lee below.

Best,
Jennifer

From: Thomas Lee <tcmlee@ucdavis.edu>
Sent: Wednesday, June 24, 2020 8:59 AM
To: Jennifer N Willard <jnwillard@ucdavis.edu>
Subject: Re: PHY revised Senate voting privileges and procedures

Hi Jennifer,

Thanks. I support the proposed changes submitted by the Physics Department.

Best,

Thomas

On Wed, Jun 24, 2020 at 8:40 AM Jennifer N Willard <jnwillard@ucdavis.edu> wrote:

Hi Thomas,

These will need to be reviewed by CAP, but AA also needs to be some sort of concurrence or statement of support from the Associate Dean before CAP will consider the request. Can you send this over to me, so I can send to AA?

Best,

Jennifer

From: Thomas Lee <tcmlee@ucdavis.edu>
Sent: Tuesday, June 23, 2020 1:47 PM

To: Jennifer N Willard <jnwillard@ucdavis.edu>

Subject: Fwd: PHY revised Senate voting privileges and procedures

Hi Jennifer,

This would need to be approved by CAP? Thanks.

Best,

Thomas

----- Forwarded message -----

From: Tracy Lade <tjlade@ucdavis.edu>

Date: Tue, Jun 23, 2020 at 1:40 PM

Subject: PHY revised Senate voting privileges and procedures

To: Thomas (Chun Man) Lee <tcmlee@ucdavis.edu>

Cc: Jennifer N Willard <jnwillard@ucdavis.edu>, zieve@physics.ucdavis.edu <zieve@physics.ucdavis.edu>

Dear Associate Dean Lee,

On behalf of Chair Rena Zieve, please find attached a request from the Physics Department to revise its Senate voting privileges and procedures for reasons outlined in the memo. If approved, Physics would like to implement these revised procedures for the 2020-21 academic year.

If you require additional information, please do not hesitate to let us know.

Regards,

Tracy

Tracy Lade

CAO, Physics Department

University of California, Davis

530-752-5891; tjlade@ucdavis.edu

Skype: tracylade.ucd

DAVIS: DEPARTMENT OF PHYSICS
PHONE (530) 752-5989
FAX: (530) 752-4717
E-MAIL: zieve@physics.ucdavis.edu

from **RENA ZIEVE**
Professor and Chair

June 23, 2020

Thomas Lee, Associate Dean
Faculty of Mathematical and Physical Sciences
College of Letters and Science

REVISED ACADEMIC SENATE VOTING PROCEDURES – PHYSICS DEPARTMENT

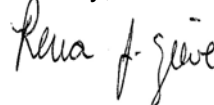
Dear Thomas,

I am forwarding the attached Voting Privileges and Procedures for Academic Senate personnel actions in the Physics Department for your review and approval. These updated policies have the unanimous support of the physics Senate faculty, as determined by a confidential ballot wherein 42 of the 46 faculty eligible voted in favor, with zero opposed or abstain votes; four faculty did not vote. The Physics faculty intend the revised privileges and procedure to supersede those approved August 31, 2005, and to take effect July 1, 2020.

Changes were made to the Academic Senate voting privileges and procedures to add item 7 in the first section: "Except for the candidate and those excluded for nepotism reasons, all normal physics faculty, regardless of rank, may examine all personnel action dossiers and attend the faculty discussions." By incorporating this standard procedure in the approved voting privileges and procedures, we streamline the process and eliminate the need to obtain written confirmation from each candidate under review. In the last merit review cycle, all candidates agreed to open their files to the more junior faculty. This helps the junior faculty know what is expected as they prepare their own merit and promotion dossiers.

Your consideration of this request is appreciated.

Sincerely,



Rena J. Zieve

Encs:
Academic Senate Voting Privileges & Procedures

C: Tracy Lade, CAO

tjl

VOTING PRIVILEGES AND PROCEDURES FOR ACADEMIC SENATE PERSONNEL ACTIONS
EFFECTIVE 7/1/2020

Voting Privileges of Normal Physics Faculty Members

- 1) All non-emeritae/i members of the Academic Senate holding an appointment in the department (abbreviated herewith as “normal physics faculty”) vote on all faculty appointments in the department.
- 2) Professors vote on all merit and promotion actions in the department.
- 3) Associate Professors vote on all promotion actions to this rank, as well as all merit actions at this rank or at the rank of Assistant Professor.
- 4) Assistant Professors do not vote on any merit or promotion actions in the department, at any rank.
- 5) The voting privileges of Lecturer SOE are equivalent to Associate Professor.
- 6) The voting privileges of Senior Lecturer SOE are equivalent to Professor.
- 7) Except for the candidate and those excluded for nepotism reasons, all normal physics faculty, regardless of rank, may examine all personnel action dossiers and attend the faculty discussions.

Voting Privileges of Emeriti Faculty

Voting privileges on academic personnel actions in the department are not extended to emeriti faculty.

Voting Privileges of Adjunct Faculty

In accordance with Academic Senate Bylaw 55, the Department allows adjunct faculty of equivalent rank to participate in the review of personnel actions, but they may not vote.

Procedure for Interdepartmental Transfers

Interdepartmental transfers are treated as appointments.

Procedure for Deferrals/Five-Year Reviews

The department chair will conduct deferrals and five-year reviews.

Procedure for Periodic Review of Courtesy Joint Appointments

The same procedures for review and voting privileges of normal Physics faculty personnel actions shall apply to courtesy joint appointments.

Procedure for Visiting Appointments

The Chair, after appropriate consultation, will make the final recommendation.