Report on Key Accomplishments of the Riverside Division During 2004-2006
Outline

A. Senate Office
B. Curricular matters
C. Other initiatives
D. Priorities for the coming year
1. Staff

Office staff in September, 2004:

- One Assistant to the Chair (Marlene Odel) and one AA (Marla Jo Howell)

Changes during 2004/05:

- Hired an Executive Director (Sellyna Ehlers)
- Reclassified Marlene and Marla Jo to Senior Analyst and Analyst, respectively
- Hired a new Administrative Assistant (Sarah Miller)
- Hired a Programmer/Analyst (½ time) (Jason Scheirer)
- Hired a new Analyst (½ time) (Sherry Gonzalez)
1. Staff (cont.)

Changes during 2005/06:

- Have requested the other ½ of the Analyst to support the increased work that CEP will incur and to help support some of the *ad hoc* committees.
- New addition, Charles Ludd, a student in Economics at UCR
- Replacing the Programmer Analyst

2. Compensation for Chairs of Committees:

- Last year obtained support for the chairs of P&B & Grad Council
- This year I am asking the same for the Chair of CEP.
3. Changes of the office space to accommodate the increase in the number of staff members

**Initially:**
- Main office
- Two conference rooms
- Chair’s office
- Two staff offices

**Currently the above plus:**
- Two more staff offices
- Main office reconfigured to accommodate three staff (room for growth)

We now have a functional office that continues to improve every day as the staff learns more about the bylaws, processes, and procedures.
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Curricular Matters

We have dealt with:

- Subject A
- English 1C “float”
- Writing Center
- Ad Hoc Committee on the 1st year freshman experience
- Student Advising

[I asked the Undergraduate Council to Review the undergraduate advising on campus. Specifically, to evaluate what we currently have, why the current system is in place and make recommendations for changes that are deemed necessary]

The reports from these two committees are now in the hands of the EVCP’s “Student Success Task Force”
Curricular Matters (cont.)

Still in the works

1. Committee on Preparatory Education
   - Review the preparatory and remedial curriculum that is currently in place and revise the courses and/or sequence of courses as needed.
   - Develop guidelines that will be used to evaluate the preparatory curriculum every 5-7 years.
   - Develop guidelines for tracking and evaluating student success in the preparatory curriculum.
   - Develop strategies to avoid inefficient use of resources.

2. CEP -- Review of Structure of the Life Sciences Major(s)
   - Evaluated by an external committee appointed by the EVC/Provost
     [Bruce Alberts -- UCSF – Chair
      Robin Wright -- University of Minnesota
      Linda Goff -- UCOP and UCSC
      Thomas Daniel -- University of Washington]
Curricular Matters (cont.)

Still in the works:

3. Committee on Research
   • Determine ways to obtain bridge funds as stop-gap funds to pay graduate students.
   • Determine ways in which the Senate can assist the VCR in nominating our faculty for important external awards.

4. Committee on Faculty Welfare
   • Develop ways to evaluate service, in particular internal service.
   • Determine why we are losing high level faculty.

5. Executive Committees of the Colleges
   • Review the issues related to obtaining a conversion factor of 1.0.
Curricular Matters (cont.)

Still in the works:

6. Ad-hoc Senate committee that includes Administrators to address GE issues:
   - Examine what we currently have in place for GE curriculum
   - Determine why this structure has been in place.
   - Make recommendations on how it should be changed to increase student engagement and success.

7. Ad-Hoc Senate Committee on Summer Sessions
   - Charged with reviewing the curriculum for summer sessions
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Other Initiatives

1. Ad-hoc Committee on Faculty Advancement

- Look at the language used in the “CALL” and compare it to the APM.
- Review the historical pattern of faculty advancement at UCR.
- Find out where UCR faculty members stand in terms of pattern of acceleration at other UC campuses.
- Review the nature of off-scales and compare them with those at other UC campuses.
- Determine differences between the Deans’ evaluations and those of Departments, Ad-hocs, and CAP, i.e. determine whether there are any untoward recent trends.
- Determine the best way to establish communication between CAP, Vice Provost for Academic Personnel, the Senate Chair and the Senate Advisory Committee regarding changes to the “Call”.
- Investigate any other issues that the Committee deems pertinent.
2. Joint task force with Administration to evaluate Child Care on campus.
3. Various contributions by Senate Committees to help with WASC.
4. Expanded Advisory Committee meetings to twice a month for 2 hrs.
5. Revised Chapters 1-7 of the Division’s Bylaws.
6. Requested Executive Committee Chairs to revise their start date to September 1.
7. Worked on re-engaging the Faculty in Senate activities.
8. Initiated campus-wide faculty meetings to discuss issues of concern to the faculty.
Other Initiatives (cont.)

9. Instituted an Annual Retreat of Senate Committee Chairs.

10. Instituted the Senate Newsletter .

11. Established guidelines for more efficient assistance by the analysts for the committees, including note-taking.

12. Developed a new Teaching Evaluation Form

13. Initiated process to replace the University Club.
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- The faculty, staff and graduate students voted to bring back the University Club in the Fall of 2004
- The EVCP asked VC Bolar to carry out a feasibility plan for the Univ. Club in the Fall 2005.
- The Chancellor agreed to pay for the study which includes generating a Business Plan
- The request for the Business Plan Feasibility Assessment was approved by the University Club Planning Committee on January 12th 2006
- This same committee has now approved Brailsford & Dunlavey to proceed to develop this plan
- MORE TO COME IN THE FALL
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Priorities for the Coming Year

1. Continue work on Curricular Reform (BIG CHALLENGE)
   - Reform of the General Education Curriculum
   - Establishment of the appropriate regulations to provide us with a conversion factor of 1.0

2. Engage more faculty in Senate service
   - Please volunteer to serve on committees and encourage your colleagues to do so.

3. Continue to work on issues related to fairness in merits/promotions
   - I am particularly interested in getting feedback on how we can improve the system.
Priorities for the Coming Year

4. Launch reviews of existing undergraduate programs
   • I am also interested in exploring the possibility of reviewing graduate and undergraduate programs together whenever possible.

5. Continue to develop plans for the University Club:
   • Finalize business plan
   • Launch fund raising

6. Continue to be fully engaged on the Academic Council
   • Enrollment management
   • Faculty salaries and Re-establishing the faculty salary scale
   • Best practices for reviewing academic programs
Thanks to all those who contributed to these accomplishments