ORDER OF BUSINESS

1. Minutes of the Regular Meeting of November 21, 2006................................................................. 1

2. Announcements by the President

3. Announcements by the Chancellor

4. Announcements by the Vice Chancellors
   Executive Vice Chancellor and Provost E. Wartella

5. Announcements by the Deans or other Executive Officers
   Secretary-Parliamentarian: Election results ...................................................................................... 6

6. Announcements by the Chair

7. Special Orders

   I. Consent Calendar*

   II. Reports of Standing Committees Received and Placed on File**

      A. Committee on Committees – appointments........................................................................ 7
      B. Committee on Courses – course approvals.......................................................................... 8
      C. Committee on Courses – instructor approvals ................................................................. 11

*Approval of all items on the Consent Calendar requires a single unanimous vote called for as the first order of business under Special Orders. At the request of any member of the Division, any such item must be withdrawn and considered in its regular order on the agenda [bylaw 4.1.2].

**Reports received and placed on file "are received as presented and require no further action" [bylaw 4.1.3]. Only the reporting committee can change or withdraw these reports; however, at the request of any member of the Division, a report will be moved into its regular order on the agenda (Item 10. Reports of Standing Committees and Faculties) where it may be discussed, and motions relating to the report may be offered.
D. Committee on University Extension – course/instructor approvals ........................................ 12
E. Graduate Council and Executive Committee Degree Reports ........................................... 15

III. Annual Reports of Faculties

A. Executive Committee – Anderson Graduate School of Management ............................... 16

8. Report of the Representative to the Assembly

9. Report of Special Committees

10. Reports of Standing Committees and Faculties

A. Advisory Committee – Proposed Name Change for the Department of Plant Pathology ................................................................. 18
B. Advisory Committee – Proposal to Move CAP ......................................................................... 29
C. Advisory Committee – Approval of UCR Policy, Guidelines and Procedures for Naming Campus Properties, Academic and Non-Academic Programs and Facilities ................................. 34
D. Committee on Educational Policy – Approval of Policy on the Posthumous Award of Degrees And Certificates of Attendance ................................................................................ 57
E. Executive Committee, College of A. Gary Anderson Graduate School of Management – Proposed Changes to the B.S. in Business Administration ............................................................... 59
F. Executive Committee, College of Natural and Agricultural Sciences – Proposed Biological Sciences Undergraduate Honors Program ........................................................................ 66
G. Committee on Rules and Jurisdiction – Proposed Change to Regulation 6. IV. Academic Integrity Committees ............................................................................................................................................... 69
H. Committee on Rules and Jurisdiction – Proposed Change in the College of Natural and Agricultural Sciences Regulation NR3.5 Life Sciences Core Curriculum ........................................ 71
I. Committee on Rules and Jurisdiction – Proposed Change in the College of Engineering Bylaw ENR 4.1 ............................................................................................................................................... 74
J. Committee on Rules and Jurisdiction - Approval of Proposed Changes in Senate Bylaw Appendix 5.3 Rules of Procedure for Implementation of Policies on Faculty Conduct and the Administration of Discipline at UCR ................................................................................ 76

11. Petitions of Students
12. Unfinished Business
13. University and Faculty Welfare
14. New Business

February 12, 2007

R. L. Russell, Secretary-Parliamentarian
Riverside Division of the Academic Senate
MINUTES OF THE REGULAR MEETING OF THE RIVERSIDE DIVISION

MEETING: The Riverside Division of the Academic Senate met on Tuesday, November 21, 2006 at 2:10 p.m. in A265 Bourns. Chair T. Cogswell presided.

At the start of the meeting, Chair T. Cogswell introduced Professor John Oakley, Professor of Law from UC Davis and currently the Chair of the Academic Council, as our honored guest. Professor Oakley addressed the faculty on the stratospheric view from the Academic Senate of the problems confronting the UC system and Riverside.

Professor Oakley began by elaborating on the Senate structure. The Academic Senate is an aggregation by standing order of the Regents of some 15,000 tenured and tenure-track members of the faculty of the ten UC campuses which includes about 3,500 emeriti members. The Assembly has 40 members that are allocated proportionately, every campus gets at least one. The Chair of the Academic Senate is the Chair of the Academic Assembly and every year the Assembly selects a person to assume the Vice Chair position. There is an automatic rotation every year where the Chair phases out and the Vice Chair becomes the Chair. The Academic Senate is able to have an active voice in the governance of the University by concentrating its authority, first in the sovereign body the Assembly, then in an Executive Committee called the Academic Council. The Chair of the Assembly is also the Chair of the Council. The Assembly meets 2 – 4 times a year and the Council meets every month and is the principal policy-making entity.

Professor Oakley told the faculty that “the university is very much in crisis right now.” It is a crisis that has been going on for a year, since a series of somewhat over-sensationalized journalistic articles principally in the San Francisco Chronicle called the Regents’ attention to a number of executive compensation packages. One of the consequences of a period of crisis for the University is that the faculty has an exceptionally influential role. One of the challenges of being a faculty leader is to make sure that capital is spent wisely. The University could emerge with its essential academic mission impaired.

Professor Oakley outlined his primary goals and issues for the Assembly this year during his term of office:
(1) Faculty salaries - lobbying for a 7% - 10% increase. He indicated that UC will be unable to fix faculty salaries without having some kind of fee increase.
(2) Fix nonresident tuition for academic graduate students.
(3) Increase the diversity of the student body.
(4) Preserve the central structure of the benefits system of the University.

MINUTES: The Minutes of the Regular and Annual meeting of May 30, 2006, were approved as distributed.

ANNOUNCEMENTS BY THE CHANCELLOR: Chancellor Córdova thanked faculty representative Professor John Oakley, Chair of the Senate Advisory Council, for taking the time to visit our campus.

The Chancellor began her address to the Academic Senate by discussing the proposed School of Medicine for the campus. The Regents approved:
- Hiring a founding Dean
- Developing a curriculum
The Chancellor indicated that the mission of the medical school is to improve the health of the people of California and, especially to serve Inland Southern California by training a diverse workforce of physicians and by developing innovative research and health care delivery programs that will improve the health of the medically underserved in the region and become models to be emulated throughout the state and nation.

**Vision for the School of Medicine:**
- **Research Based** – we will be building on the existing strengths in biological, agricultural, physical, and socio-behavioral sciences and engineering. We seek to provide unique contributions in population health, preventive medicine, and health care delivery and we want to focus on diseases and health issues specific to the region.
- **Innovative Educational Programs**-incorporating an integrated, human disease-based curriculum and training beyond the core medical curriculum. It would have emphasis in both primary and specialty care and would be based on a distributed clinical model.

**Distributed Clinical Model** - Use partnerships with regional hospitals and clinics rather than having our own hospital. The advantages are:
- Reduces start-up costs
- Leverages resources
- Exposes students to wide array of experiences, demographics
- Reinforces mission of serving the underserved

The first stage would start in partnership with the two county hospitals, Riverside County Regional Medical Center and Arrowhead Regional Medical Center. The second stage would be going out to Coachella Valley hospitals to work with the public and private hospitals. The third stage would be expanding down to Temecula along the I-15 corridor and expanding throughout the whole service region, reaching hospitals out to Needles and Blythe and down to Imperial County.

**Process and Timeline:** 2007-2012 is Phase I, the first five years. The Chancellor indicated that we are now at the point where we need approvals for the full proposal from the Academic Senate, CPEC, and the Regents and to initiate the accreditation. The foundation will be strengthened through hiring the dean, additional clinical faculty, and starting on the capital program. 2012-2022 is Phase II, the next ten years, for the full four year medical school. Additional faculty will be hired and this will enhance the enrollment from the present 24 students a year to 96 students in the last year or 284 students total.

Chancellor Córdova has interviewed faculty and senior staff on the administrative side and has been told that getting this approval has increased their enthusiasm for coming to UCR. Responses from staff have also been positive and the students are excited about raising the profile of UCR.

**ANNOUNCEMENTS BY THE EXECUTIVE VICE CHANCELLOR AND PROVOST:** Executive Vice Chancellor and Provost Wartella thanked the faculty and Academic Senate for a productive year of collaboration and then talked about some of the things that are moving forward jointly between the administration and the Academic Senate.
There are currently some major joint administrative Senate task forces looking at several issues. The first one is faculty salaries and the second one is campus visa policies issues. EVC-P Wartella thanked the faculty and Academic Senate for their involvement in leadership as they move through a number of searches on campus. Dean searches are underway in UNEX, CNAS and AGSM. They have sought input and suggested faculty to sit on searches for the Vice Provost for Undergraduate Education, Health Science Research Institute Director, and will be looking for help with selecting a founding Dean for the medical school. There is a national search underway for an Executive Search Director and more than 80 faculty searches going on across campus. If enrollment growth keeps moving in the direction we expect it to be moving, we will be searching for 80-100 faculty every year for the next several years. To help with that, the Administration will be engaging in a lot of dialogue on campus. The EVC-P also thanked everyone for engaging in the reviews that are being done on a number of task force reports that have come out in the last couple of years, including the task force reports on International Education and Student Success. These are important for moving forward on the campus. The EVC-P thanked the Senate for their involvement in the ongoing WASC accreditation review. Forums will be held this year to talk about how we are moving on the goals we’ve set under the WASC accreditation.

EVC-P Wartella presented a brief overview of the budget process. At the suggestion of the Deans over the course of August and September, they looked at all of the rollover money that they have been holding on the campus level for the colleges. This year there is approximately $23 million cash for the Deans to use to invest in faculty and programs at the college level. The EVC-P’s intention for the future is to push that money down to the college office in September of the year we are doing searches, rather than holding money that is being allocated to the colleges. The EVC-P’s group is having a year-round budgeting process, trying to figure out how much new money we will have each year to invest. Their expectation is that if we make our enrollment growth next year, we should have about $3 million from new recruiting income. There will be more specific talks regarding the budget at a forum in January. The EVC-P said it is time for us to begin to dream on this campus, “Where are we going in the future, what kinds of new programs do we want?” EVC-P Wartella has asked the Deans to work with faculty and the Academic Senate to bring people to the campus to talk about the future direction in the Humanities and Social Sciences, in the Physical Sciences, in the professional schools, and in the biological sciences and instructional technology so our faculty will have an opportunity to think about trends going on nationally and what they would like to do here as we move forward. The EVC-P said this is the first step in a deliberative planning process for the future.

ANNOUNCEMENT BY THE SECRETARY-PARLIAMENTARIAN: Professor R.L. Russell announced that the election report was found on page 8 of the full agenda.

Professor T. Cogswell was elected Chair of the Division to serve a two-year term beginning September 1, 2006. Professor C. Lovatt was elected to serve as Representative to the Assembly for a two-year term beginning September 1, 2006. Professors A. Lukaszewski, M. Marsella, J. Simunek and I. Kaloshian were elected to serve on the Executive Committee of the College of Natural and Agricultural Sciences.

ANNOUNCEMENTS BY THE CHAIR: Professor Cogswell reported on what has been happening in the Senate this fall. The Senate’s budget has been tripled, thanks to the Executive Vice Chancellor and Provost, bringing us in line with other UC campuses such as UC Davis and Santa Barbara. In addition, there will soon be a new Senate website, with a slightly fresher image. The committee rooms are getting to look a little different and the new space will be dubbed the “Senate Gallery.” The first exhibition will be a show of photography by David Darby.

This fall, Chair Cogswell has devoted his energy to getting two major initiatives under way. First, the Committee on Research has developed an ambitious proposal calling for dramatic increases in research funding. This is currently under review in Hinderaker. Secondly, an ad-hoc committee lead by Professor J. Childers is reviewing the funding and workloads of our graduate students, carefully setting the norms in Riverside against
those in other UC campuses. The Senate staff has been collecting data which the Childers Committee will soon be analyzing.

SPECIAL ORDERS:

I. **Consent Calendar:** The Consent Calendar was adopted with unanimous consent.

**REPORT OF THE REPRESENTATIVE TO THE ASSEMBLY:** Professor J. Childers gave a report on the October 11, 2006 Assembly meeting. The report in its entirety can be found on Page 83 of the full agenda and on the Senate website.

The Assembly met on October 11, 2006. There were several announcements by President Dynes. The most important of them was putting forth the idea of the power of 10. The President feels we must be sure to identify ourselves as distinct from the private universities with whom we are competing for funding and students, and that this can be done by stressing our strength in terms of our size as a 10 campus University, and the diversity that size provides. He is currently encouraging Chancellors and EVCs to identify and develop strengths on their specific campuses. The President’s position is that UC cannot afford to reproduce our campuses 10 times over. He is trying to identify ways in which we can isolate our specific excellences and make those available throughout the system. He also announced the constitution of a long-range guidance team headed by Provost Hume and VP Darling to consider the future of UC. When it is completed, President Dynes will become a traveling ambassador for this program which will advocate the following:

1. Power of 10 (campuses)
2. Cal-Teach: UC’s commitment to deliver 1000 science and math teachers per year for K-12.
3. The development of a global strategy beyond single-campus global partners.

**REPORTS OF STANDING COMMITTEES AND FACULTIES:**

A. Professor T. Cogswell, Chair of the Advisory Committee, presented and moved adoption of UCR Policy on Endowed Chairs found on page 97 of the full agenda. The motion was seconded and unanimously adopted.

B. Professor R.R. Russell, Chair of the Graduate Council presented and moved adoption of the proposed Graduate Program in Ethnic Studies found on page 137 of the full agenda. The motion was seconded and unanimously adopted.

C. Professor R.R. Russell, Chair of the Graduate Council, presented and moved adoption of the proposed Graduate Program in Music found on page 195 of the full agenda. The motion was seconded and unanimously adopted.

D. Professor J. Cioffi, Chair of the Committee on Rules and Jurisdiction, presented and moved adoption of the proposed change in the College of Humanities, Arts and Social Sciences Bylaw HS2.1.4 found on page 275 of the full agenda. The motion was seconded and unanimously adopted.

E. Professor J. Cioffi, Chair of the Committee on Rules and Jurisdiction, presented and moved adoption of the proposed change in Bylaw 8.14.2.7 and the addition of Bylaw 8.14.2.10 found on page 276 of the full agenda. The motion was seconded and unanimously adopted.

F. Professor J. Cioffi, Chair of the Committee on Rules and Jurisdiction, presented and moved adoption of the proposed change in Bylaw 8.6 Committee on Affirmative Action and Diversity Name Change found on page 277 of the full agenda. The motion was seconded and unanimously adopted.
NEW BUSINESS – Professor S. Khoury addressed the faculty alleging unfair treatment of himself and certain faculty within AGSM. Chair T. Cogswell urged Professor Khoury to take the matter before the relevant Senate committees.

There being no further business, the meeting adjourned at 3:55 p.m.

ATTEST:

R.L. Russell, Secretary-Parliamentarian
Riverside Division of the Academic Senate

Sue Stracener
Recording Secretary
To be received and placed on file:

2006-2007 Election Report

1. COLLEGE OF ENGINEERING

At the June 2, 2006 Faculty Meeting, Professor E. Tuncel, Department of Electrical Engineering, was approved to serve on the COE Executive Committee for a 2 year term effective September 1, 2006 through August 31, 2008.

At the November 9, 2006 Faculty Meeting, Professor A. Mulchandani was nominated from the floor and a single vote was cast to accept the nomination to serve as a COE representative on the Committee on Committees for a 3 year term effective September 1, 2006 through August 31, 2009.
To be Received and Placed on File:

The Committee on Committees reports the following appointments made since the last report of November 21, 2006:

Appointed Professor S. N. Currie of the Department of Cell Biology and Neuroscience to the Reg. Fee Committee.

Nominated six faculty names with an additional five faculty names as backups to serve on the CNAS Strategic Vision Process Committee.

Appointed Professor E. S-K.Ma of the Department of Physics and Astronomy to the Committee on Physical Resources Planning.

Appointed Professor K. Vafai of the Department of Mechanical Engineering to serve on the Campus Board of Review

Appointed Professor J. Wu of the Department of Chemical/Environmental Engineering to serve on the Commons Board of Governors.

Appointed Professor P. M. Johnson of the Department of Political Science to the Undergraduate Council.

Appointed Professor S. N. Currie of the Department of Cell Biology and Neuroscience to the Committee on Charges.

Nominated seven faculty to serve on the WASC Steering Committee.

Appointed Professor L. Saavedra of the Department of Music to the Committee on Research.

Appointed Professor S. C. Straight of the Department of Creative Writing to the Committee on Educational Policy.

Appointed Professor S. G. Axelrod of the Department of English to the Committee on Academic Personnel.
The Committee on Courses has approved the following courses:

<table>
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<th>TITLE</th>
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<td>ANTH 108</td>
<td>Fall 2007</td>
<td>Anthropology of Global Media</td>
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<td>ANTH 136</td>
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<td>Senior Honors Thesis</td>
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<td>Winter 2006</td>
<td>Junior Honors Research</td>
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<td>CHEM 114</td>
<td>Spring 2007</td>
<td>Advanced Physical Chemistry Laboratory</td>
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<td>Politics of Race, Immigration, and Ethnicity</td>
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<td>History of Jewish-Christian Relations</td>
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<td>Religion and Art: Image, Icon, Idol</td>
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<td>Winter 2007</td>
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<tr>
<td>SPN 103</td>
<td>Summer 2007</td>
<td>Spanish Culture and Civilization in Spain</td>
</tr>
<tr>
<td>THEA 167</td>
<td>Spring 2007</td>
<td>Writing for Television: Creating the One-Hour Series Drama</td>
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<td>Spring 2007</td>
<td>Human Genetics</td>
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<td>Laboratory in Ecology and Conservation</td>
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<td>Quantitative Genetics</td>
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<td>Spring 2007</td>
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<td>Principles of Plant Breeding</td>
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<td>CHEM 166</td>
<td>Spring 2007</td>
<td>Advanced Structural and Synthetic Methods</td>
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<td>ECON 162</td>
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<td>Managerial Economics</td>
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<td>Studies in Comparative Minority Discourses</td>
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<td>Spring 2007</td>
<td>Acquisition and Analysis of Environmental Data</td>
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<td>Spring 2007</td>
<td>Risk Assessment</td>
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<td>Spring 2007</td>
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<td>Fall 2007</td>
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<td>Winter 2007</td>
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<td>Fall 2007</td>
<td>Urban Politics and Policies</td>
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<td>POSC 181</td>
<td>Fall 2007</td>
<td>Public Policy: Values, Conflict, and Politics</td>
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<td>POSC 183</td>
<td>Fall 2007</td>
<td>Administrative Politics and Theory</td>
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**Restore:**
- CPLT 018 Spring 2007 The Nature of Narrative
- POSC 010 H Fall 2007 Honors American Politics

**Delete:**
- CASA 137 T Spring 2007 Studies in Comparative Minority Discourses
- STAT 105 Spring 2007 Statistics for Biomedical Sciences
- STAT 120 A Spring 2007 Experimental Techniques for Biologists
- STAT 120 B Spring 2007 Experimental Techniques for Biologists

**GRADUATE COURSES**

**New:**
- BIEN 263 Spring 2007 Special Topics in Biocomputation
- BIEN 297 Winter 2007 Directed Research
- BIEN 299 Winter 2007 Research for the Thesis or Dissertation
- BIEN 302 Fall 2007 Teaching Practicum
- BIOL 211 Winter 2007 Ecology: Genes to Ecosystems
- CHEM 256 Spring 2007 Chemistry of Nanostructured Materials
- CHEM 259 Spring 2007 Bioanalytical Chemistry
- GEN 290 Spring 2007 Directed Studies
- GEN 297 Spring 2007 Directed Research
- GEN 299 Spring 2007 Research for the Dissertation
- HIST 242 Fall 2007 Approaches to Southeast Asian History
- HIST 243 A Fall 2007 Seminar in Southeast Asian History
- HIST 243 B Fall 2007 Seminar in Southeast Asian History
- PHYS 240 D Winter 2007 Advanced Solid State Physics
- PHYS 246 Winter 2007 Biological Physics
- SEAS 204 Fall 2007 Approaches to Southeast Asian History
- THEA 267 Spring 2007 Writing for Television

**Change:**
- BIOL 212 Winter 2007 Ecological Systems in Space and Time
- BIOL 216 Winter 2007 The Theory of Evolution
- BPSC 234 Spring 2007 Statistical Genomics
- BPSC 245 Spring 2007 Advanced Plant Ecology
- BPSC 247 Spring 2007 Ecological Theory and Modeling
- CS 201 Spring 2007 Compiler Construction
- CS 202 Spring 2007 Advanced Operating Systems
- CS 203 A Spring 2007 Advanced Computer Architecture
- CS 203 B Spring 2007 Advanced Computer Architecture
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<td>Spring 2007</td>
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<td>Spring 2007</td>
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<td>Database Management Systems</td>
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<td>CS 237</td>
<td>Spring 2007</td>
<td>Advanced Topics in Modeling and Simulation</td>
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<td>CS 238</td>
<td>Spring 2007</td>
<td>Algorithmic Techniques in Computational Biology</td>
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<td>Spring 2007</td>
<td>Performance Evaluation of Computer Networks</td>
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<td>Network Routing</td>
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MUS 252   Fall 2007   Music Transcription, Analysis, and Representation
To be received and placed on file:

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<td>C. A. BRAGADO, B.S.,</td>
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<td>L. G. DOZIER, M.A.</td>
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* Denotes first time approval for Instructor
**Denotes Instructor has previously been approved but has not yet taught; therefore, there are no evaluations
To be received and placed on file:

Reports of degrees awarded*

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<th>COLLEGE/ DIVISION</th>
<th>MASTER OF FINE ARTS</th>
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<th>MASTER OF SCIENCE</th>
<th>MASTER OF BUS. ADMIN.</th>
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R. L. Russell, Secretary-Parliamentarian

*Riverside Division of the Academic Senate

*The names of the candidates are filed in the official records of the Office of the Registrar
The Executive Committee of the A. Gary Anderson Graduate School of Management met 6 times during the 2005-06 academic year.

1. Scholarship Decisions
   A. Degrees Awarded
      Master of Business Administration
      Summer Session 2005 0
      Fall Quarter 2005 4
      Winter Quarter 2006 6
      Spring Quarter 2006 28
      Total 38

   B. Students on Probation, 2005-06
      Subject to dismissal 4
      Dismissed 0

2. Courses and Curriculum
   A. Courses
      I. New courses
         1. Undergraduate 0
         2. MBA 3
      ii. Course revisions/restorations
         1. Undergraduate 1
         2. MBA 1
      iii. Course deletions 1

   B. Program change approvals none
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<td><strong>Elected Members (voting):</strong></td>
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<tr>
<td>Waymond Rodgers, Chair      (to 6/30/07)</td>
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<tr>
<td>Barry Mishra                (to 6/30/06)</td>
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<tr>
<td>John Haleblian              (to 6/30/07)</td>
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<td><strong>Ex Officio Member:</strong></td>
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<td>Raymond Williams, Interim Dean</td>
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<td><strong>Ex Officio Members:</strong></td>
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<tr>
<td>Erik Rolland, Chair, Graduate programs</td>
</tr>
<tr>
<td>Barry Mishra, Chair, Undergraduate programs</td>
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<td>(B. Mishra has a vote on the EC because he also holds a position as an elected member)</td>
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<td><strong>Elected Members (voting):</strong></td>
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<td>Waymond Rodgers, Chair      (to 6/30/07)</td>
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<td>Bajis Dodin                 (to 6/30/08)</td>
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<td>John Haleblian              (to 6/30/07)</td>
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<td>Paul Pavlou                 (to 6/30/08)</td>
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<td><strong>Ex Officio Members:</strong></td>
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<tr>
<td>Donna Hoffmann, Chair, Graduate Programs Committee</td>
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<tr>
<td>Tom Novak, Chair, Business Administration Program Com</td>
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</table>

Waymond Rodgers for the Executive Committee
February 2, 2007

TO          ELLEN A. WARELLE
             EXECUTIVE VICE CHANCELLOR & PROVOST

FM:         THOMAS COGSWELL                TC
             CHAIR, RIVERSIDE DIVISION

RE:          PROPOSED NAME CHANGE FOR THE DEPARTMENT OF PLANT
             PATHOLOGY

The proposed name change request from the Department of Plant Pathology was sent out
to the relevant Senate Committees for review and comments, and the committees,
including the Advisory Committee unanimously approved the name change to the
Department of Plant Pathology and Microbiology at the December 11, 2006 meeting
as proposed.

It will be voted on at the February 20th Division meeting.

Cc:          Interim Dean Don Cooksey
             Michael Allen, Chair, Plant Pathology and Microbiology
             L. Nunney, Chair Executive Committee
             Registrar
             Bryce Mason
November 3, 2006

TO:            THOMAS COGSWELL, CHAIR
               RIVERSIDE DIVISION

FROM:          ANTHONY NORMAN, CHAIR
               COMMITTEE ON PLANNING AND BUDGET

RE:            PROPOSED NAME CHANGE FOR THE DEPARTMENT OF PLANT
               PATHOLOGY

The Committee on Planning and Budget has reviewed the proposal for the proposed name change for the Department of Plant Pathology. The committee noted that the name change requires no resources and in the absence of any adverse budget consequences, and because it appears to meet the needs of the faculty members of the department, we unanimously approve the name change to the proposed new name of Plant Pathology and Microbiology.
November 29, 2006

TO: THOMAS COGSWELL, CHAIR
RIVERSIDE DIVISION

FM: EUGENE NOTHAGEL, CHAIR
COMMITTEE ON EDUCATIONAL POLICY

RE: CEP RECOMMENDATION ON THE PROPOSED NAME CHANGE FOR THE DEPARTMENT OF PLANT PATHOLOGY

The Committee on Educational Policy met on November 29 and discussed the proposal for a name change for the Department of Plant Pathology. We unanimously (10 yes and 2 unavailable) endorse the change to the Department of Plant Pathology and Microbiology and wish the department success in recruitment efforts.
November 22, 2006

Thomas Cogswell, Chair
Riverside Division
Academic Senate

At its meeting of Wednesday, November 15, 2006, the Graduate Council considered the proposed name change for the Department of Plant Pathology to the Department of Plant Pathology and Microbiology. The Council has no objection to this change.

R. Robert Russell, Chair
Graduate Council

RRR/vb
To: Thomas Cogswell
    Chair, Riverside Division Academic Senate

Fr: Allen Zych
    Chair, Committee on Academic Personnel

Re: Proposed Name Change for the Department of Plant Pathology

CAP supports this name change to the Department of Plant Pathology and Microbiology.
Memorandum

25 October 2006

TO: Thomas Cogswell  
   Chair, Academic Senate, Riverside Division

FR: Ellen Wartella  
    Executive Vice Chancellor and Provost

RE: Proposed Name Change for the Department of Plant Pathology

I am writing to request that, per the enclosed campus procedures for a department name change, the appropriate Senate committees review this proposal to change the name of the Department of Plant Pathology and forward the item to the Division for action.

As you can see from the enclosed memoranda, the Dean of the College of Natural and Agricultural Sciences and the Executive Committee support the change to append microbiology to the department name. I believe this change will better reflect CNAS’ strengths and benefit faculty and student recruitment for the department.

Once there is a positive vote in the Division and the minutes are published, I will forward the name change and supporting documentation to the Office of the President per section III.A of the University-wide Review Processes for Academic Programs, Academic Units, and Research Units (also known as the Compendium).

cnc: Memorandum of support from Dean Angle  
      Memorandum of support from CNAS Executive Committee Chair Redak  
      Name change request from Chair Allen  
      Campus procedures for department name changes
October 18, 2006

To: Ellen Wartella
   Executive Vice Chancellor and Provost

From: Steve Angle
      Dean, CNAS

Re: Proposed Name Change for the Department of Plant Pathology

I received the enclosed proposed name change request from the Department of Plant Pathology. Campus procedures call for the dean to pass the recommendation to the College Executive Committee for a recommendation and then to forward this along with a separate recommendation to you.

The proposed name change to the Department of Plant Pathology and Microbiology will benefit the faculty and student recruiting efforts and will better reflect CNAS' current strengths in these areas.

I have reviewed all supporting documentation and the votes of both the faculty in the Plant Pathology Department and the CNAS Executive Committee. Accordingly, I recommend in favor of the proposed name change.

ATT.
Memo

To: Steve Angle, Dean, College of Natural and Agricultural Sciences
From: Rick Redak, Chair, CNAS Executive Committee
CC: Susan Stracener, Dean's Office, CNAS; Mike Allen, Chair, Dept. of Plant Pathology; Linda Walling, Associate Dean, CNAS, Len Nunney, CNAS Exec. Committee Chair Elect
Date: 8/28/2006
Re: CNAS Executive Committee Recommendation on Proposed Name Change for the Department of Plant Pathology.

At the 9 August 2006 meeting of the CNAS Executive Committee, the proposal for a name change for the Department of Plant Pathology was discussed and reviewed. After considerable discussion, the Executive Committee unanimously approved (13 yes, 1 abstaining) the request to rename the Department of Plant Pathology to the Department of Plant Pathology and Microbiology. The Executive Committee feels that the proposed name change will only benefit College efforts and highlight the present and future College strengths within the fields of both Plant Pathology and Microbiology. The Executive Committee is of the unanimous opinion that the proposed name change will benefit our faculty and student recruiting efforts and will better reflect our current strengths in these areas. We urge you to move forward on the recommendation as expeditiously as possible.
July 19, 2006

To: Rick Redak, Chair, CNAS Executive Committee

From: Steve Angle, Dean, CNAS

Re: Request for Name Change in Dept. of Plant Pathology

Attached please find a request from the Dept. of Plant Pathology to change their name to the Dept. of Plant Pathology and Microbiology.

Also enclosed is the campus procedure for name change for an academic department. I request that the Executive Committee review the proposed name change and make a recommendation, as the procedure requires.

If you need additional information, or would like to discuss this issue, please feel free to contact me. Thanks to you and the Committee in advance for taking the time to review this request. I look forward to receiving the recommendation.

ATT.

cc: Don Cooksey, Assoc. Dean, CNAS
DATE: January 30, 2006

TO: Steven R. Angle, Dean
College of Natural and Agricultural Sciences

FROM: Michael Allen, Chair
Department of Plant Pathology

RE: Name Change for Department

In 1997, we submitted a proposal for a name change from the Department of Plant Pathology to the Department of Plant Pathology and Microbiology. The primary intent of this name change was to provide broader visibility for our expanded mission in teaching and research, and to provide a stronger departmental advocacy for the development of the microbiological sciences than presently exists at UCR. The proposal faced unexpected opposition from one department, which anticipated an external impression that all microbiology at UCR would be plant-associated microbiology. This was not our intent, and indeed, our faculty now includes microbiologists who are not plant microbiologists. We understand that this opposition has now been reversed, and we are thus resubmitting our proposed name change. Our faculty composition has changed considerably since 1997, but we have continued to discuss and support this name change in numerous faculty meetings. During the week of May 21-25, 2001, we voted for the attached proposal by secret ballot. For Academic Senate members, the vote was 16 in favor, 0 opposed, 0 abstained, and 1 unavailable. For Cooperative Extension Specialists, the vote was 1 in favor, 0 opposed, 1 abstained, and 1 unavailable.

In October 2005, we discussed and unanimously agreed to try yet again to change the name. During the week of 23 January 2006, we voted again using a secret ballot. The vote was unanimous in support of the name change, with 4 individuals not voting. Executive Dean Cooksey did not vote as he will be involved in future decisions and three faculty members were traveling.

The justification for this name change is greater today than it was in 2001 or in 1997. Since that time, we have added significantly to our department faculty in the microbiological sciences, and we have assumed a major role in teaching microbiology classes at UCR. Microbiology research is an area of traditional strength at UCR and one where we have an opportunity to achieve great distinction. UCR has microbiologists in eight departments in three different colleges or divisions, with the largest number housed in Plant Pathology. However, no departmental name reflects a commitment to this discipline. The Interdepartmental Graduate Program in Microbiology has been placed on hold, and we strongly believe that creating a graduate program in Plant Pathology and Microbiology will strengthen both programs. We believe that it will develop as two tracks within a single program, with opportunities for cooperating faculty, in the manner undertaken by a number of faculty in Life Sciences in different graduate programs - both as collaborating and cooperating faculty, and in interdepartmental programs. We are committed to creating a program that is inclusive of our colleagues in Microbiology from all appropriate Departments. By this means, we wish to advance the field of microbiology at UCR, and we believe that our departmental name change will facilitate this effort.

The following new name is submitted for approval:

DEPARTMENT OF PLANT PATHOLOGY AND MICROBIOLOGY
UNIVERSITY OF CALIFORNIA, RIVERSIDE
Justification for Change of Name from Department of Plant Pathology

Microbiology at UCR. Our campus has significant strengths in applied microbiological sciences, including i) plant, insect, and clinical pathology, ii) microbial ecology, and iii) microbiological aspects of the environmental sciences and engineering, such as bioremediation, water quality, and toxicology. We anticipate continued growth in these areas and in the fundamental microbiological sciences to support these applications. In addition, we anticipate increased demand for undergraduate and graduate education in microbiology.

There are 28 microbiologists at UCR affiliated with the Interdepartmental Graduate Program in Microbiology. These include faculty from the following eight departments, divisions, or colleges: Biology (2), Biomedical Sciences (1), Cell Biology and Neuroscience (1), Engineering (3), Entomology (2), Environmental Sciences (5), Nematology (1), and Plant Pathology (13). We are currently undertaking searches for a Prokaryote biologist, and for a cooperative extension position, both of whom will be microbiologists as well as plant pathologists. Therefore, adding “Microbiology” to our department name would formalize our commitment to the growth of this discipline and enhance its visibility at UCR.

Microbiology and our departmental mission. Our primary mission as a Department of Plant Pathology continues to be research, teaching, and extension in the biology of plant pathogens and their control. The department is one of the largest in the country and maintains a strong balance between research in basic pathogen biology and research and extension activities directed toward disease management. However, UCR lacks a strong infrastructure in more fundamental microbiology that would support our applied efforts and those of other microbiologists on campus. With no other department visibly promoting growth in fundamental microbiology, we have expanded our mission to include microbiology research and teaching in support of plant pathology and other microbiological programs at UCR. With this expanded mission, we have increased our teaching role in microbiology and have proposed new faculty positions in areas such as the molecular biology of host-microbe interaction, evolutionary microbiology, metabolic microbiology and invasive and emergent pathogens.

Microbiology teaching. Faculty in the Department of Plant Pathology currently teach eleven undergraduate microbiology courses, including nine listed as core requirements or electives for the Microbiology Track of the Biological Sciences undergraduate major (PLPA 120, 121, 134, 134L, MCBL 121, 121L, 122, 123, 124, 133, and 134). In addition, the faculty offer graduate courses in Microbiology, Mycology, and Virology, disciplines integral to Microbiology as a discipline as well as plant and animal pathology.

The Microbiology track within the Plant Pathology and Microbiology Graduate Program will serve as a mechanism to link faculty and students in the various academic units that contain microbiologists. Microbiologists with positions in other Departments will be encouraged to participate fully as cooperating faculty in the graduate program, just as in many other departmental programs. Such positions may find homes in our department, in other academic units, or jointly with other units. The presence of a department with “Microbiology” in its name may help to attract both faculty and students interested in this field.

Why "Plant Pathology and Microbiology"? Plant Pathology remains our primary mission, consistent with the resources allocated to the department to fulfill the mission of the Agricultural Experiment Station. Therefore, it is essential to retain Plant Pathology in our departmental name, as well as placing it first. The general “Microbiology” was chosen, rather than more specific areas of microbiology, since we do not wish to limit ourselves to hiring plant microbiologist or other applied microbiologists. Our goal is to facilitate the broader research and teaching efforts in microbiology on campus. We recently hired a fungal population biologist and a vector/molecular interaction virologist. We are currently recruiting for a basic prokaryote biologist, and are simultaneously recruiting for a subtropical CE specialist, who would likely have particular strengths in mycology, prokaryotic biology, or virology. We feel that it is more realistic to add the name “Microbiology” to a department with existing strengths and a commitment to this discipline, rather than create a new department of Microbiology.
PROPOSAL TO MOVE THE COMMITTEE ON ACADEMIC PERSONNEL BACK TO THE SENATE

TO BE ADOPTED:

Approved by the Committee on Academic Personnel: November 20, 2006
Approved by the Committee on Planning and Budget: November 17, 2006
Endorsed by the Advisory Committee: December 11, 2006
The Return of a Wandering Committee:  
The Academic Senate and CAP

i. Background

Following the best principles of shared governance within the University of California, both the Administration and the Academic Senate, through its Committee on Academic Personnel [CAP], review all personnel actions including appointments, merit increases and promotions. This system is one of the distinctive hallmarks of the UC administrative style, and it has long served all parties well. Nevertheless, the fact remains that at Riverside, this vital Senate committee – rather anomalously -- operates not out of the Senate, but rather out of Administration’s own Academic Personnel Office and with support from the staff there.

This situation has long made some faculty members uneasy. At the end of the 1997-98 year, the members of CAP themselves confessed that “the UCR Academic Personnel review process is perceived by many faculty as being organized and administered principally by the Administration.” Therefore, it was in their view scarcely surprising that “the UCR faculty perceive the Academic Personnel review process to be one that is largely an Administration process.” Further compounding the uneasiness is the fact that all other Divisions of the UC Academic Senate have moved to correct this unfortunate perception by assuming full responsibility for the care and maintenance of their CAPs.

The last division to take full control of its CAP was that at UC Davis, and its deliberations in 1999-2000 are highly instructive. The process there began when the Academic Senate charged a Special Committee to investigate the following:

how do Academic Personnel practices at Davis compare with those at the other eight general campuses? Are there best practices from other campuses that could be used to improve the effectiveness of the Academic Personnel process at Davis?

When the answer came back that “at other campuses, CAP is more independent of the Administration than that at UC Davis,” the Division began focusing on the committee’s relationship with the Administration.

The Special Committee’s final report underscored that “we believe that CAP needs to be the voice of the faculty in the personnel process.” Yet although CAP “is, first and foremost, a committee of the Academic Senate,” the Special Committee found “widespread concern that the Committee on Academic Personnel and the Office of the Vice-Provost work too closely together.” Therefore, while it hymned the benefits of “a cordial working relationship” between the Administration and CAP, the Special Committee called for CAP to be “moved to a space contiguous with the remainder of the Academic Senate offices.”

This move, the Special committee conceded, was “largely symbolic,” but it was necessary to “reinforce the notion that CAP is a committee of the Academic Senate, that it offers advice to the Chancellor on behalf of the Academic Senate, and that it is responsible to the Academic
The Davis Division formally accepted these recommendations late in 2000, and after thorough consultations with the Administrations, its CAP made its move into the Senate in time for the Fall 2001 personnel reviews.

Given this precedent -- and many others within the system -- it is not at all surprising that when UC Merced recently came to establish its first committees, it took care to make sure that its CAP was located within, and administered by, the Senate.

Consequently UC Riverside is the last outlier in the system. In July 2006, the Ad Hoc Committee on Faculty Advancement revived CAP’s 1997-1998 report, emphasizing the fact that “all other campuses have the CAP staff within the Academic Senate office.”

Indeed, the logic for moving CAP is so persuasive that both EVC Wartella and Vice Provost Lord have agreed in principle to cooperate in the shift -- if the Senate should wish to do so. In the opinion of the Advisory Committee, the time is now ripe to bring CAP back to its original administrative home -- the Senate.

Consider the first report in 1959 from the Division’s new Budget Committee, the predecessor of CAP. All personnel actions in those earlier days proceeded from the Departments and through the Deans to the Budget Committee which held its own deliberations and composed its own reports without outside assistance before sending them onto the Chancellor’s office. But the 1966-67 Annual Report of the Budget Committee reveals that in the interests of “improved efficiency,” this vital committee’s “supporting operations … were transferred almost wholly to the Chancellor’s office.”

Hence, in reassuming full control of CAP, the Academic Senate would be in no small part welcoming back a wandering committee. In pondering this move, it is worth recalling that the initial 1959 report admitted that the UC process was guaranteed to produce a peculiarly thick personnel file. By way of consolation, the committee members observed that:

Its virtue is the range of advice provided and the safeguard this constitutes both for the candidate and the University. Your Committee knows of no other system which offers the same degree of protection to both parties.

Consequently in the current effort to bring CAP back to the Senate, we need to thank the administration for its long and faithful stewardship of this all-important committee and for its willingness to acquiesce to this transfer.

ii. The Proposal

It is proposed that the Academic Senate take over responsibility for CAP’s support. If the Division approves this action in the February meeting, then the Senate Chair will immediately begin negotiations with the Administration. Ideally, after extensive discussions -- and staff training -- over the Spring, the actual shift will take place in the Summer so that CAP will be settled into its new quarters by the beginning of the Fall term.
Currently all faculty files, after their preparation in the department, are routed from the appropriate Dean’s office to the Vice Provost for Academic Personnel (VPAP) in the Surge Building. There the CAP Analyst and a 50% Administrative Assistant [AA] are responsible for scheduling all CAP meetings and all ad hoc meetings as well as typing all reports. The files themselves are kept in a secure storage room protected with “state of the art” touchpad entry system in the VPAP’s suite of offices, which also contain the offices of the CAP Analyst and AA. CAP’s actual conference room is currently located in the Surge Building but outside of the VPAP suite.

If this proposal passes, the Senate will assume the following duties with regard to CAP:

- Tracking and receiving all files from the Academic Personnel Office;
- Appointing and scheduling all ad hoc committee meetings; preparing files for ad hoc review, and coordinating ad hoc reports and correspondence;
- Preparing files for review by CAP;
- Ensuring the availability of appropriate meeting space for CAP meetings;
- Preparing the CAP annual report and other related correspondence (i.e. CAP requests for information on personnel files, CAP recommendations for changes to the CALL, etc.)
- Forwarding of CAP minutes to the AP office for administrative review.

Admittedly the development of a robust and secure “eFile” system will simplify the problem of moving personnel files around campus. Until that happy day, we will move the files around as the other campuses do – the old-fashioned way via a special courier service.

Given the critical importance of ensuring that this vital committee continues to function smoothly, this move is only possible if the Senate can receive the following additional staff, office support and office space:

- One full time staff member at the level of a Principal Analyst
- One fulltime Administrative Assistant II/III
- One time start up funds of $7,000 and permanent S & E funds of $10,000 (related to staff support)
- One time additional start-up funds of $5,000 for miscellaneous purchases for CAP (laptop, projector, alarm pads, etc)
- Three additional offices, two for these staff members and a third for ad hoc committee meetings
- The two staff offices must be secured with a touchpad alarm system

Precisely where these offices will be located is of course impossible to tell at this time. But there is one constant in this discussion -- the CAP offices should ideally be adjacent to the Senate offices. If space can be found in the University Office Building [UOB], the shift will only require three offices; CAP itself can meet in one of the Senate’s two conference rooms. But if there is no room in UOB, then the shift will require three offices as well as a conference room.
Quite simply, absent these levels of staffing, office support and space, the Senate cannot possibly assume responsibility for CAP without degrading this committee’s currently high levels of efficiency.

This new attention on CAP has also thrown into stark relief the increasingly obvious problems about staffing this committee. Not at all surprisingly, it is exceedingly difficult to persuade faculty members, who are themselves busy making their own merits, to serve on a committee that met in 2005-06 for a total of 47 times for some three to four hours in addition to at least as many hours outside of the committee spent reviewing files and writing reports. When set against these formidable demands, a summer 1/9th, or a course release and a 1/18th, seems trivial indeed. Thus a significant number of CAP members decline to serve their full three year term. For example, in the four years between 2001 and 2004, six of the thirty six CAP members only served one year, and three bailed out after two years. In all, only 66% of the CAP members in these years actually served their full term.

Other campuses have noticeable higher levels of compensation. At Irvine, for example, CAP members receive a two course release and $6,000. Admittedly on other campuses, the official compensation is more modest, but these seemed to be linked to further course releases arranged at the department level. Therefore, it is now high time to ensure a steady flow of ready and willing committee members by augmenting the compensation for CAP members to a course release and a 1/9th.

iii. Conclusion

To be sure, the task at hand is far from trivial; in fact it represents arguably the most important development in the Division’s history over the past few decades. Fortunately, in this delicate process of bringing CAP back to the Senate, we can look for support from the Administration and from the other Divisions across the system. In executing this shift, we will not only bring Riverside into line with the other UC campuses, but we will also keep the faith with our colleagues who nearly a half a century ago established the Academic Senate, and the predecessor of CAP within it.

1 http://senate.ucr.edu/agenda/981105/pdf/capreporttext.pdf
2 Brief Response to the Charge, Davis Division,
3 Special Committee Report on Personnel Processes Reform, Davis Division, 10 July 2000
4 Ad Hoc Committee Report on Faculty Advancement, Riverside Division, 5 July 2006
5 Annual Report of the Committee on Budget and Interdepartmental Relations, Riverside Division, 25 May 1967
6 Annual Report of the Committee on Budget and Interdepartmental Relations, Riverside Division, 28 May 1959
UNIVERSITY OF CALIFORNIA, RIVERSIDE

NAMING CAMPUS PROPERTIES,
ACADEMIC AND NON-ACADEMIC
PROGRAMS, AND FACILITIES

ROLES AND RESPONSIBILITIES,
PROCEDURES AND POLICIES

University Advancement

January 17, 2007

Endorsed by UCR Administrative Offices: 01/17/2007
Endorsed with changes by the Advisory Committee: February 12, 2007
Approved by the Committee on Planning and Budget: January 18, 2007
Approved by the Committee on Educational Policy: October 13, 2006
Approved by the Committee on Academic Personnel: January 18, 2007
Approved by the Graduate Council: October 16, 2006
TABLE OF CONTENTS

Executive Summaries 3 – 6

Policy and Procedures on Naming Facilities 7 – 11

APPENDIX 12 – 23

Attachment 1 - Initial Request for Approval to Name/Establish a Property, Program or Facility

Attachments 2A & B - Sample gift agreements (for current restricted funds and endowed funds)

Attachment 3 - Supplemental Requirement for Naming UC Riverside Campus Facilities in Recognition of a Gift (Guidelines for Gift Levels in Support of Naming Properties, Programs and Facilities).

Attachment 4 - UC Recommended Form, Item for Action

Attachment 5 - UCOP Policy on Naming University Properties, Academic and Non-Academic Programs, and Facilities
EXECUTIVE SUMMARIES

WORKFLOW, ROLES AND RESPONSIBILITIES
EXECUTIVE SUMMARIES

ESTABLISHING NAMING FACILITIES

1. WORKFLOW

1. Development Officer (DO), Dean, Donor discussion.
2. DO completes and sends Initial Request for Approval to Name form with dean’s signature to Associate Vice Chancellor for Development (AVCD).
4. Draft Gift Agreement/Initial Request for Approval to Name to Vice Chancellor University Advancement (VCUA) who consults with Chancellor and Executive Vice Chancellor and Provost (EVC&P) or designee.
5. EVC&P or designee directs Director, Donor Research & Relations (DR&R), Office of Development to send proposed naming documentation to the Academic Senate Chair for timely Senate Committee review.
6. EVC&P or designee convenes Naming Committee to include designated officers as necessary to review and deliberate on the proposed namings.
7. Upon approval by Naming Committee, EVC&P or designee directs Director, Donor Research & Relations (DR&R), Office of Development to prepare complete naming packets.
8. DO gets Gift Agreement signed.
9. For namings involving gifts of $5 million or less and/or namings of non-significant portions of buildings:
   a. EVC&P or designee sends Chancellor complete naming packet for his/her final approval.
   b. Chancellor’s office distributes notice of approval.
10. For namings involving gifts of more than $5 million and/or namings of significant portions or entire buildings:
    a. DR&R writes Office of the President (UCOP) Item for Action, drafts Chancellor’s letter of transmittal, and sends complete naming packet to EVC&P or designee.
    b. EVC&P signs and dates Item and gives packet to Chancellor’s Office for letter signature and transmittal to UCOP.
    c. Upon receipt of approval letter from UCOP, Chancellor’s Office distributes letter.
ROLES AND RESPONSIBILITIES

Chancellor (or Chancellor’s Office)
• May give conditional approval to a naming to enhance negotiations with a prospective donor.
• Gets Chancellor’s signature on cover letter and forwards the complete packet for proposed namings to UCOP for approval by the UC President.
• Notifies appropriate offices of the approval, including University Advancement Finance & Administration which retains original approval letter, gift agreement and documentation
  o Executive Vice Chancellor and Provost;
  o Vice Chancellor University Advancement;
  o Vice Chancellor Academic Planning and Budget;
  o Vice Chancellor Administration;
  o Associate Vice Chancellor Development
  o Other administrators as appropriate.

Executive Vice Chancellor/Provost or designee
• Instructs Director of Donor Research & Relations (DR&R) to forward background information packet for proposed namings to Chair of the Academic Senate
• Chairs UCR Committee on Naming Campus Properties, Programs and Facilities to review proposed namings of buildings, programs, facilities, etc.
• Reviews and approves recommendation.
• Signs UCOP Item for Action and submits complete packet for proposed naming to Chancellor.

Chair, Academic Senate or designee
• Distributes background information packet for proposed namings to the Advisory Committee of the Academic Senate for approval memo to DR&R in timely fashion.
• Sits on the UCR Naming Committee.

UCR Committee on Naming Campus Properties, Programs and Facilities (UCR Naming Committee)
• Provides due diligence regarding appropriateness of name to be recognized.
• Reviews the background information packet for proposed namings and responds to the Office of the EVC&P with comments within five business days.

UCR Naming Committee composition (officer or officer’s designee) as necessary:
• Vice Chancellor, Academic Planning and Budget (for comments regarding operating and capital resources),
• Vice Chancellor, Administration (for comments regarding building, design, construction, maintenance issues),
• Vice Chancellor, University Advancement (to confirm compliance with UCR and UCOP policy),
• Associate Vice Chancellor, Development (for comments regarding donor negotiations),
• Chair, Riverside Division Academic Senate to represent the faculty (for comments regarding academic issues),
• Legal Counsel (as required).
Vice Chancellor University Advancement:
- Consults with Chancellor and EVC&P or designee on proposed naming.
- Proposes gift levels for naming on a case-by-case basis and in consultation with appropriate University Officials.
- Sits on the UCR Naming Committee.

Associate Vice Chancellor Development or designee:
- Coordinates review of naming proposals in consultation with the head of the submitting unit, VCUA, EVC&P or designee and Chancellor during the negotiation process for a gift.
- Coordinates proposal, including the Initial Request for Approval to Name/Establish a Property, Program or Facility form and gift agreement.
- Prepares the formal naming request with supporting documentation.
- Sits on the UCR Naming Committee.
- Prepares the background information packet to include cover letter, properly formatted Item for Action, signed gift agreement and other pertinent documentation. DR&R forwards the complete packet to the EVC&P’s Office.

Note:
CONSULTATION WITH ACADEMIC SENATE
On November 3, 2004, the Academic Senate’s Committee on Academic Personnel (CAP) recommended to the Chair of the Academic Senate that there be College/Unit consultation, with review by the faculty group with whom the named chair, facility, etc. is to be associated.

That this consultative process has occurred has been added to the “INITIAL REQUEST FOR APPROVAL TO NAME/ESTABLISH A PROPERTY, PROGRAM OR FACILITY” form.

Note:
FUNCTIONALITY CHANGES/BUILDING NAME CHANGES
On December 9, 2005, June Smith, UCOP Director of Development Policy & Administration, said that the UC Office of the President is not involved in cases of building functionality name UCOP Director of Development Policy & Administration changes (e.g. the Physical Sciences Building now houses only the Chemistry Department and the dean wishes to change the building name accordingly). This process is handled on campus. It is recommended that in such cases proposals be submitted from the involved unit’s dean to the Vice Chancellor Academic Planning & Budget who will convene the Naming Committee for review. The recommendations will go to the Chancellor for final approval. VCAPB Gretchen Bolar is aware of this and concurs.

Note:
ANY NAMING OF AN ENTIRE BUILDING
On March 29, 2006, June Smith, UCOP Director of Development Policy & Administration, said that the UC President approves namings of entire buildings on the UC campuses regardless of donor involvement. Following review by the campus Naming Committee, the Chancellor sends the request for the naming to the Office of the President with explanation and pertinent documentation.
UCR POLICY, GUIDELINES, AND PROCEDURES FOR NAMING CAMPUS PROPERTIES, ACADEMIC AND NON-ACADEMIC PROGRAMS, AND FACILITIES

I. UC OFFICE OF THE PRESIDENT POLICY REFERENCE

University of California Policy on Naming University Properties, Academic and Non-Academic Programs and Facilities, December 19, 2002
UC Delegation of Authority: DA 2002—Policy on Naming University Properties, Programs and Facilities, October 1993
Sample Format for Submission of Proposals, ("Item for Action" — Attachment 4) May, 1996

A. The University of California has a long-standing tradition of naming University properties, academic and non-academic programs, endowments, and facilities in honor of persons or entities that have made important contributions to enable the teaching, research and public service mission of the University. All naming proposals shall be reviewed and approved in accordance with this policy, and with related UC Office of the President ("UCOP") and UC Riverside Campus ("UCR") policies and guidelines.

B. In 1996, The Regents delegated to the President authority for naming all University properties, programs and facilities including University streets, roads, land reserves, buildings, major portions of buildings, major centers of activities, and other highly visible properties, programs and facilities. Naming of minor portions of buildings, small portions of buildings, small outdoor areas, and other minor properties, programs and facilities may be approved by the Chancellor under DA 2002, dated October 14, 1993.

II. GENERAL GUIDELINES

A. No commitment regarding naming shall be made to a donor or a non-donor honoree prior to approval of the related proposal; however in order to enhance negotiations with a prospective donor, conditional approval may be obtained from the Chancellor.

B. A proposal for naming shall include documentation of the consultation process and the financial review that includes the Initial Request for Approval to Name/Establish an Endowed Property Program or Facility form with all appropriate signatures, (see Attachment 1), and a draft gift agreement (see Attachment 2A and B) when a gift is involved. The consultation process shall include review by the UCR Committee on Naming Campus Properties, Programs and Facilities (UCR Naming Committee) which includes pertinent campus administrators, Chair of the Riverside Division Academic Senate, and either campus counsel or by the General Counsel of the University, as required, and consultation with the Advisory Committee of the Riverside Division Academic Senate.

C. In any proposal for naming an academic or non-academic program in recognition of a donor or a non-donor honoree, consideration should be given to ensure that any associated
endowment will be sufficient to sustain the program, since the naming shall be in effect for the life of the program.

III. NAMING AND RENAMING

A. Proposal for Naming in Honor of an Individual When No Gift Is Involved

1. A proposed honoree shall have achieved distinction in one or more of the following ways:

   a. While serving the University in an academic capacity, the individual has demonstrated high scholarly distinction as to have earned a national or international reputation in the individual's field(s) of specialization;

   b. While serving the University in an important administrative capacity, the individual has rendered distinguished service that warrants recognition of the individual's exceptional contributions to the welfare of the University;

   c. Although not having served the University as an academician or administrator, the individual has contributed in truly exceptional ways to the welfare of the institution or achieved such unique distinction as to warrant recognition.

2. If an individual has served the University in an academic or important administrative capacity, a proposal may be made for naming in honor of the individual:

   a. If s/he has been retired or separated from the University for more than two years, and no longer plays a decision-making role with the University.

   b. Two years after the person's death.

B. Proposal for Naming In Recognition of a Gift (see Attachment 3-Supplemental Requirement for Naming UC Riverside Campus Facilities in Recognition of a Gift)

1. In reviewing requests for approval of naming a project for a donor or for a person whose name is proposed by a donor, consideration shall be given to:

   a. The significance of the proposed gift as it relates to the realization and/or success of the project or to the enhancement of the project's usefulness to the University;

   b. The urgency of need for the project or for support funds for the project;

   c. The eminence and integrity of the individual or entity whose name is proposed; and

   d. The relationship of the individual or entity to the University.

2. The gift shall be in an amount which will either a) fund the total cost of the project to be named or b) provide funding for that portion of the total cost which would not have been available from any other source (such as federal or state loans or appropriations, student fees, or bond issues), the latter to constitute a significant portion of the total cost as determined on the merits of each individual case. If a project is funded by several or many private donors, and one donor makes a gift covering a significant portion of the amount needed, consideration may be given to naming the project after that donor.
3. To avoid any appearance of commercial influence or conflict of interest, additional due
diligence should be taken before recommending the naming of a major program, area,
building, open space, or roadway that involves the name of a corporation or a corporate
foundation. The naming for an individual associated with a corporation shall be handled
as any naming for an individual.

4. Corporate names may be used to designate individual rooms or suites of rooms, as well as
endowed chairs and professorships. Plaques in public spaces within buildings may
recognize the contributions of corporations. The size, design, and wording of plaques and
other signs that acknowledge corporate generosity and express University appreciation
shall be modest in size and exclude logos to avoid the appearance of advertising.

5. A naming conferred in recognition of a pledge is contingent on fulfillment of that pledge
and will be approved on that condition.

6. When a proposed naming for an individual is accompanied by a gift, and the individual to
be honored is serving the University in an academic or administrative capacity, the
naming may take effect upon approval.

C. Proposal For Renaming
A proposal to rename a facility or area or to add a second name shall adhere to the criteria
outlined above and shall comply with University of California policy. When a facility or area
is proposed for renaming, campus or University representatives will make all reasonable
efforts to inform in advance the original donors or honorees and their immediate family
members.

D. Changed Circumstances
If a campus unit proposes to change the function of a facility or area, it must comply with
University of California policy.

IV. PROCEDURE
The Chancellor, in consultation with the Executive Vice Chancellor and Provost (EVC& P) or
designee and Vice Chancellor University Advancement (VCUA) will review proposals concerning
naminngs according to the following procedure.

A. When Gift Is Involved
The VCUA proposes gift levels for naming, on a case-by-case basis and in consultation with
appropriate University Officials (e.g., Chancellor, EVC& P or designee; Vice Chancellor,
Academic Planning and Budget; Vice Chancellor, Administration; and Associate Vice
Chancellor Development.). See Attachment 3, Supplemental Requirement for Naming UC
Riverside Campus Facilities in Recognition of a Gift.

B. Preparation of Proposal
1. The Associate Vice Chancellor Development (AVCD) and/or designee coordinates the review
of naming proposals in consultation with the head of the submitting unit, the VCUA, EVC& P
or designee and Chancellor during the negotiation process for a gift. Review includes
endorsements by the occupants or potential occupants of a building or facility or by the
members of a program documented on the Initial Request for Approval to Name/Establish an
Endowed Property, Program or Facility form.
2. Development, in coordination and consultation with Dean or Unit Head, prepares proposal which shall include the Initial Request for Approval to Name/Establish an Endowed Property, Program or Facility form. Development obtains all appropriate signatures and works with Donor to prepare a draft gift agreement. If the gift is in the form of a pledge, the agreement shall include payment schedule.

3. Development prepares the formal naming request with supporting documentation which has been reviewed to be sure all necessary parties have been consulted and that the proposal includes all necessary information. The request is then sent to the EVC&P or designee. The gift agreement may be signed at this time with naming contingent upon campus review and UC Presidential (UCOP) approval.

D. Review procedure

1. The EVC&P’s office submits the naming request to the Chancellor for review.

2. Academic Senate
   For such proposals deemed by the Chancellor to have merit based on the above policy, the EVC&P or designee shall distribute electronically to the Academic Senate Chair the proposal. The Senate review shall be carried out promptly and its advice provided to the Naming Committee by the Senate Chair or her/his representative.

3. For such proposals deemed by the Chancellor to have merit based on the above policy, the EVC&P or designee shall seek the advice of the UCR Committee on Naming Campus Properties, Programs and Facilities (UCR Naming Committee). The Committee’s charge is to provide due diligence as to the appropriateness of the name that is to be recognized. In addition, Committee members may comment regarding their specific area of responsibility. The proposal may be distributed electronically and the UCR Naming Committee members shall review the proposal and respond to the Office of the EVC&P with comments within five business days. The UCR Naming Committee consists of the following:
   
   • Vice Chancellor, Administration (for comments regarding building, design, construction, maintenance issues),
   • Vice Chancellor, Academic Planning and Budget (for comments regarding operating and capital resources),
   • Vice Chancellor, University Advancement (to confirm compliance with UCR and UCOP policy),
   • Associate Vice Chancellor, Development (for comments regarding donor negotiations),
   • Chair, Academic Senate or designee to represent the faculty (for comments regarding academic issues)
   • Legal Counsel (as required).

   Other individuals will be consulted as appropriate when the naming pertains to their specific area, e.g., Presidents of the Associated Students of UCR and Graduate Student.
Association of UCR when naming student buildings and facilities; Vice Chancellor, Research when naming research centers, programs or facilities.

3. **Chancellor’s Recommendation**
   
a. For namings involving gifts of $5 million or less and/or namings of non-significant portions of buildings, EVC&P or designee sends Chancellor complete naming packet for his/her final approval. Chancellor’s office distributes notice of approval.

b. When the proposal is to be sent to UCOP for approval, for namings involving gifts of more than $5 million and/or namings of significant portions or entire buildings, DR&R shall prepare the packet to include: cover letter, properly formatted Item for Action, signed gift agreement and other pertinent documentation and sends to EVC&P’s Office. EVC&P signs and dates Item and gives packet to Chancellor’s Office for letter signature. Chancellor’s Office forwards the proposal to UCOP for approval.

**E. Procedure Following Approval by the Chancellor or Office of the President:** When a naming has been approved either by the Chancellor or UCOP, the Chancellor’s office shall send copies of the approval letter to the following: Executive Vice Chancellor and Provost; Vice Chancellor University Advancement; Vice Chancellor Academic Planning and Budget; Vice Chancellor Administration; Associate Vice Chancellor Development and other administrators as appropriate. In addition, each Vice Chancellor shall notify any pertinent offices within his/her jurisdiction, e.g., Office of Architects and Engineering, Institutional Planning and Analysis, Physical Plant, Marketing and Media Relations (for updating campus map), Office of the Registrar (for Schedule and Directory listing), UCR Police (for notifying city and county emergency services), UCR Fire Marshall, Material Management (for notifying vendors). The original approval letter, gift agreement and documentation are filed in the permanent archives located in University Advancement Office of Finance and Administration.

**REVIEWED AND APPROVED BY:**

---

France A. Córdova, Chancellor  

Ellen A. Wartella, Executive Vice Chancellor and Provost  

William G. Boldt, Vice Chancellor, University Advancement
ATTACHMENTS:

Attachment 1 - Initial Request for Approval to Name/Establish an Endowed Property, Program or Facility

Attachment 2A and B - Sample gift agreements

Attachment 3 - Supplemental Requirement for Naming UC Riverside Campus Facilities in Recognition of a Gift (Guidelines for Gift Levels in Support of Naming Properties, Programs and Facilities)

Attachment 4 - Item for Action - UC Recommended Form,

Attachment 5 - UCOP Policy on Naming University Properties, Academic and Non-Academic Programs, and Facilities
Attachment 1

INITIAL REQUEST FOR APPROVAL TO NAME/ESTABLISH A PROPERTY, PROGRAM OR FACILITY

This form is to help review gifts for compliance with academic plans and priorities, and to facilitate campus review procedures for namings.

Upon completion of this request form, the Dean/Unit Head forwards it for signature to the Associate Vice Chancellor, Development and Vice Chancellor, University Advancement. The Associate Vice Chancellor, Development or designee will submit the request, with draft gift agreement and supporting documentation to the Executive Vice Chancellor and Provost and Vice Chancellor for Academic Planning & Budget for campus review. If approved for recommendation, the EVC&P’s Office follows the appropriate procedure for Naming of Properties, Programs and Facilities.

I. Background Information:
A. Submitted by:
   Name: ___________________________________________
   Title, College/Unit: ________________________________

B. Type of Gift and Comments:
   ➤ Property: ______________________________________
   ➤ Program: ______________________________________
   ➤ Facility/Building: ________________________________

C. Proposed name (if any, involving gift): ______________

D. Honorific naming (no gift involved): __________________

E. Proposed use(s): __________________________________

II. Academic Information: (please attach explanation)
A. Academic Justification: Explain how the proposed gift or endowment fits into the College/Unit’s Academic Plan.

B. Resources: Describe the resources that will be necessary to support the proposed Property/Program/Facility (e.g., other funding.) Please refer to the College/Unit Academic Plan as appropriate.

II. Contribution Information:
A. Total amount of private funds expected to be committed (or being discussed):
   $ __________________

B. Form of private contribution(s):
   ☐ Outright Gift (Date: _____________________________)
   ☐ Written Pledge (Expected beginning date: ________ Fulfillment Date: ________)

C. Initial contribution/pledge payment expected $ ____________ by (date) ________

D. Source(s) of private contribution(s):
   Donor(s) __________________________________________
   Amount(s) __________________________________________

E. Will this gift/pledge be anonymous (donor requests no publicity)? ☐ Yes ☐ No

IV. College/UCR/UC Commitment:
A. Will any additional college, campus-wide or system-wide resources be sought/ required (e.g., space, special facilities, equipment, etc.)? How will they be funded?
B. If Property, Program or Facility, has consultation with appropriate campus/UC entities occurred?
(Attach supporting documents.)

IV. College/Unit/Faculty Consultation
This naming has been reviewed by and received approval from the faculty of the (specific department/school/unit) affected by the named building, etc.

Submitted by:

_________________________________________  Date
Dean/Unit Head

_________________________________________  Date
Associate Vice Chancellor, Development

_________________________________________  Date
Vice Chancellor, University Advancement

Send completed request form with:
• draft gift document and
• any supporting information

to Associate Vice Chancellor, Development, 257A Highlander Hall, Campus.
Attachment 2A – Sample Gift Agreement for Current Restricted Fund

Gift Agreement Between [Donor name] and [The UC Riverside Foundation] or [The Regents of the University of California]

Donor Name(s)
[“Donor”] wishes to establish a current restricted fund with the UC Riverside Foundation [“Foundation”] a fund to benefit the University of California, Riverside campus, and are pleased to donate $____________ (OR, pledge irrevocably $__________) to (The UC Riverside Foundation OR The Regents of the University of California on behalf of UCR).

The fund shall be known as the [Donor’s name property, academic or non-academic program, or facility] Fund (“Fund”) and will provide current support for [Donor’s name entity].

1.0 ESTABLISHMENT OF FUNDS
1.1 The [Donor name facility]: Subject to approval through the appropriate policy and procedure of the University of California, Riverside, and the Regents of the University of California, the [entity] will be named [Donor’s Name Entity].

1.2 IF PLEDGE] (My/Our) irrevocable pledge is to be paid over a __________ year period (number not to exceed five) with the initial payment of $_________ (enclosed) OR (to be paid on or before __________ date/year). Additional payments will be made by the end of each calendar year (or other date) until completion in __________ (year). The entire unpaid amount may be paid in full at any time.

1.3 In recognition of UCR’s intent to rely upon this commitment, (I/we) agree that this commitment is a binding and enforceable claim against (me/us), (my/our) estate(s) and successors. [Note: this cannot be binding on the estate of the donor if it is a private/family foundation.] Additions to the Fund can be made at any time.

2.0 PURPOSE AND USE OF ENDOWMENT
2.1 The expendable distribution from the Name Entity fund will provide support for the Name Entity, under the direction of the [Dean, Vice Chancellor, EVC&P, Chancellor, etc.].

2.2 If, in the judgement of the Chancellor, the designated use of the payout from any of the above-named Funds is impractical or impossible, then the Chancellor will review alternative uses of the respective fund or funds with the donor if possible. Any change in the designation of this gift must be consistent with Donors’ interests and intentions.

As is customary with universities and other non-profit organizations across the country, a one-time gift fee is applied to each pledge payment in order to provide essential support to UCR's advancement program. (I/We) understand that the fee is currently 5%. After this one-time fee has been satisfied, there is a recurring administrative fee of 1.5% on the fund’s book value that is also used to provide essential support to UCR’s advancement program. (I/We) further understand that the principal of the Fund may be combined with other funds for investment purposes.

ACCEPTANCES:

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<tr>
<th>Full Name of Donor(s)</th>
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<th>Dean/Chair or Appropriate Unit Head</th>
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For the University/Foundation

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Attachment 2B - Sample Gift Agreement for an Endowed Fund

Gift Agreement Between [Donor name] and [The UC Riverside Foundation] 
or [The Regents of the University of California] 
To Establish an Endowed Fund

I. INTRODUCTION

[Donor] pledges irrevocably to give (The UC Riverside Foundation, a California non profit corporation), [OR] (The UC Regents on behalf of UCR) with the conditions and purposes contained in this document, cash or marketable securities having a fair market value on the dates of the gifts in the aggregate amount of $____________ (“Gift Funds”) to establish the ______________ Endowed Fund (“Fund”).

II. ESTABLISHMENT OF FUND

This Fund shall be deemed established when:

A. This memo has been reviewed, signed and dated by the Donor and an appropriate university official.

B. Funds have been received and deposited for the purpose cited herein.

C. The entire unpaid amount may be paid in full at any time.

D. Provision is hereby made permitting reallocation to a current expenditure fund for the purposes indicated above, or to alternative University uses, if the minimum funding levels are not achieved.

E. Additional contributions may be made to Fund.

III. PURPOSE AND USE OF ENDOWMENT

A. General Purpose

The Gift Funds shall be used to establish an endowment fund (“Fund”) to be used for the benefit and support of ______________ (name of program or purpose) at the direction of ______________ (Chancellor, Dean, Chair, Financial Aid Office), in accordance with established University policy.

B. The establishment and administration of the Endowment will comply with current policies of (The UCR Foundation) [OR] (The Regents). Although the Endowment is intended to exist in perpetuity, unforeseen circumstances may alter or remove the subject area from the campus academic plan. In such an event, the Chancellor is authorized to redesignate the purpose of this Endowment, as (he/she) determines to be consistent with Donor’s interests and intentions.

IV. ADMINISTRATION OF FUND

A. The pledge is to be completed within a ______ year period [not to exceed five years] commencing the date of this agreement and ending by _________________.

[ADD DETAILS HERE, E.G., “The pledge to be fulfilled in quarterly payments; or, in equal annual installments, during the first quarter of each year, etc.”]

B. In recognition of UCR’s intent to rely upon this commitment, this pledge is a binding and enforceable claim against Donor’s estate and successors. [Note: this cannot be binding on the estate of the donor if it is a private/family foundation.]
C. The Fund's expendable distribution will be determined from time-to-time under the terms of the Endowment Expenditure Policy as established by (The UCR Foundation) [OR] (The Regents).

The total return earned in excess of the amount approved annually for payout will be retained in the Fund principal to protect the Fund from the effects of inflation and to allow for growth. Any unexpended distribution from the previous year may be combined with that of the current year for spending purposes or added to the Fund principal.

The principal of the Fund may be combined with other Funds for investment purposes.

Fiduciary responsibility for governance and investment of this endowment is vested in (The UCR Foundation Board of Trustees) [OR] (The Regents.)

D. As is customary with universities and other non-profit organizations across the country, a one-time gift fee is applied to each pledge payment in order to provide essential support to UCR's advancement program. The fee is currently 5%. After this one-time fee has been satisfied, there is a recurring administrative fee of 1.5% on the fund's book value that is also used to provide essential support to UCR's advancement program.

ACCEPTANCES:

Donor(s) ___________________________ Date

Dean/Chair or Appropriate Unit Head ___________________________ Date

AVCD, UC Riverside Foundation* ___________________________ Date

*Substitute UC Regents if and whenever appropriate
Supplemental Requirement for Naming
UC Riverside Campus Facilities in Recognition of a Gift

Requirements for naming a new building or facility shall follow the policy as stated in the University of California Policy on Naming, namely, "The gift shall constitute a significant portion of the total cost of the project to be named". The gift shall either (1) fund the total cost of the project to be named, or (2) provide substantial funding for that portion of the total cost that would not have been available from another source (such as federal or state loans or appropriations, student fees, or bond issues).

Each proposal is considered on a case-by-case basis. Information regarding location, size, cost, and prominence of space is considered, with input from the Vice Chancellor Administration. If appropriate, a map showing size and location should be included. The following special guidelines refer to the UC Riverside Campus.

A. Minimum Requirements for Naming a New Building or Facility in Recognition of a Gift
   1. The gift must support no less than 25 percent of the total unfunded cost of the project.
   2. The specific amount to be required will be decided on a case-by-case basis, taking into consideration the cost of building construction and the total cost of the project including soft costs and the unfunded cost that is not available from any other source.

   Note: If the building is to be constructed entirely with private funds, it may be necessary to require 100 percent funding for construction costs.

   3. In determining the amount required for naming, further consideration will be given to: type and size of building, location and prominence of building, visibility in the community, and fundraising campaigns, if applicable.

B. Minimum Requirements for Naming Interior Spaces of New Buildings in Recognition of a Gift
The amount required to name interior spaces for a new building is based on the following criteria: size, cost, location and prominence of the space to be named.

C. Minimum Requirements for Naming Existing Buildings and Interior Spaces in Recognition of a Gift
   1. For existing buildings, the campus will attempt to establish a relative value of the asset under consideration, which will be based on its initial construction costs plus capital improvements adjusted both for inflation and depreciation.
   2. A minimum of 25 percent of value may be used with certain buildings and spaces warranting a higher minimum level.

   Additional consideration will be given to the cost of anticipated renovations for the building.

D. Minimum Requirements for Naming Exterior Spaces in Recognition for a Gift
Exterior spaces include campus streets, plazas, gardens, and other outdoor areas. Naming of exterior spaces will take into consideration the cost of developing the space, and/or maintaining the space, and the size, location and prominence of the space.

   Note: Proposals for naming exterior spaces must include information about the space, including, if possible, a map showing location and size of the space.
Attachment 4 – UCOP Recommended Form - Item for Action

Note: Items for Action are written by the Director Donor Research & Relations, Office of Development

Sample Format:
Naming of University Properties, Programs, and Facilities

[On page 1, all Items must have the appropriate footnote regarding release of information to the public, see below.*]

Campus: Riverside
Approved for Campus by: _______________
Date Submitted: _______________

ITEM FOR ACTION

NAMING OF __________ [surname of honoree], COLLEGE/SCHOOL OF ________________,
RIVERSIDE CAMPUS

The Chancellor recommends to the President that the [ENTITY TO BE NAMED], College/School of
_______________, Riverside campus, be named the __________, in recognition of a gift [or
contingent on fulfillment of a pledge] to [the Regents or the UC Riverside Foundation] of $ _____ from
[name of donor].

BACKGROUND

The Riverside campus proposes the [entity] be named the [proposed name of entity], [in recognition of a
gift of (or) contingent on fulfillment of a pledge of] $____ from [name of donor(s)] to [The Regents or the
UC Riverside Foundation].

[pertinent information about the gift, pledge payment schedule, fundraising campaign or other]
* Action will be released to the public by the campus immediately following the President’s action (or
alternate time specified).

[Information about the entity to be named]
[Information about the honoree]

[Information about the donor if different from the honoree]

The proposed naming has been approved by the [committee that advises the Chancellor].

REMEMBER

[ All documents pertaining to the gift and to the chair or professorship must be signed ]
[ by the donor and must be submitted together with the campus draft of the proposed Action ]
[ Item for the Establishment and Naming of the Endowed Chair or Professorship. Items are ]
[ not considered received in the office of the President until all applicable background ]
[ documents have been received ]

UCR Policy, Guidelines, and Procedures For Naming Campus Properties, Academic and Non-Academic Programs, and Facilities
– Page 19 of 23
52
Attachment 5

UCOP Policy on Naming University Properties, Academic and Non-Academic Programs, and Facilities

December 19, 2002

The University of California has a long-standing tradition of naming University properties, academic and non-academic programs, and facilities in honor of persons or entities that have made important contributions to enable the teaching, research and public service mission of the University. All naming in recognition of an honoree must be consistent with the University's role as a public trust. Accordingly, all such proposals shall be reviewed and approved in accordance with this policy, and with related University policies and guidelines.

In 1996, The Regents delegated to the President authority for naming all University properties, programs, and facilities. While certain authorities for naming have been re-delegated to the Chancellors, the following guidelines shall govern any naming decision.

Guidelines for Naming University Properties, Academic and Non-Academic Programs, and Facilities

I. No commitment regarding naming shall be made to a donor or a non-donor honoree prior to approval of the related proposal for naming. Each proposal shall be made in writing in accordance with these guidelines. The proposal and record of the action taken shall be maintained in the permanent archives of the campus or laboratory.

II. Each proposal for naming shall be considered on its merits and not because a gift meets a particular predetermined goal. In this regard, all due attention shall be given to both the long-term and short-term appropriateness of a naming.

III. A proposal for naming shall include documentation of the following:
   A. A thorough analysis of the proposal in relation to naming policy and guidelines, as well as a financial review;
   B. A consultation process to provide the benefit of the collective institutional memory and a broad campus perspective with regard to naming activities. The process shall involve one or more of the following: (1) a standing committee on naming to include regular faculty and staff representation; (2) the executive committee of the Academic Senate; or (3) an appropriate consultative process that represents broad institutional interests; and
   C. Review by campus or laboratory counsel, or by the General Counsel of the University, as appropriate.

IV. When a facility or area is named in recognition of a donor or a non-donor honoree, that name will generally be effective for the useful life of the facility or the designated use of the area. If a facility must be replaced or substantially renovated, or the use of an area redesignated, it may be named for a new donor, subject to the specific terms and conditions set forth in any gift agreements related to the prior naming action.

V. In any proposal for naming an academic or non-academic program in recognition of a donor or a non-donor honoree, consideration should be given to ensure that any associated endowment will be sufficient to sustain the program, since the naming shall be in effect for the life of the program.
VI. When the proposed naming of a facility would recognize an individual, Regents’ policy requires the complete name of the individual be used. The last name of the individual so honored may be used in referring informally to the facility and may be used on the name plaque affixed to the facility.

VII. Naming in honor of an individual with no gift involved
A. No commitment for naming shall be made prior to approval of the proposed name.
B. A proposed honoree shall have achieved distinction in one or more of the following ways:
   1. While serving the University in an academic capacity, the individual has demonstrated high scholarly distinction and has earned a national or international reputation;
   2. While serving the University in an important administrative capacity, the individual has rendered distinguished service which warrants recognition of the individual's exceptional contributions to the welfare of the University;
   3. The individual has contributed in truly exceptional ways to the welfare of the institution or achieved such unique distinction as to warrant recognition.
C. When an individual has served the University in an academic or important administrative capacity, or has served the community, state, or nation in an elected or appointed position, a proposal may be made for naming in honor of the individual on the earlier of the following:
   1. two years after retirement or other separation from the University or from elected or appointed office; or
   2. two years after the person's death, if the person had not yet retired or otherwise separated from the University.

Note: A naming in honor of an individual who has retired from the University but has been recalled to full or part time employment may be made based on the earlier of the two above criteria, notwithstanding the recall status.

VIII. Naming involving a gift
A. Campus counsel, laboratory counsel, or the General Counsel of the University, as appropriate, shall review draft language for a gift agreement that includes then proposed naming of a University property, academic and non-academic program, and/or facility in recognition of the gift.
   1. No commitment for naming shall be made prior to approval of the proposed name.
   2. In reviewing a request for approval of naming, consideration shall be given to:
      a. the significance of the proposed gift as it relates to the realization and/or success of the project or to the enhancement of the project's usefulness to the University;
      b. the urgency of need for the project or for support funds for the project;
      c. the eminence, reputation and integrity of the individual or entity whose name is proposed; and
      d. the relationship of the individual or entity to the University.
   3. The gift shall constitute a significant portion of the total cost of the project.
to be named. The gift shall either: (1) fund the total cost of the project to be named; or (2) provide substantial funding for that portion of the total cost which would not have been available from another source (such as federal or state loans or appropriations, student fees, or bond issues).

4. To avoid any appearance of commercial influence or conflict of interest, additional due diligence should be taken before recommending the naming of a major program or area, building, open space, or roadway that involves the name of a corporation or a corporate foundation. The naming for an individual associated with a corporation should be handled as any naming for an individual.

5. Corporate names may be used to designate individual rooms or suites of rooms, as well as endowed chairs and professorships. Plaques in public spaces within buildings may recognize the contributions of corporations. The size, design, and wording of plaques and other signs that acknowledge corporate generosity and express University appreciation should be modest in size and exclude logos to avoid the appearance of advertising.

6. A naming conferred in recognition of a pledge is contingent on fulfillment of that pledge and will be approved on that condition.

7. When a proposed naming for an individual is accompanied by a gift, and the individual to be honored is serving the University in an academic or administrative capacity, or is serving the community, state, or nation in an elected or appointed position, the naming may take effect upon approval.

IX. Renaming
A proposal to rename a facility or area or to add a second name shall adhere to the criteria outlined above. In addition, these principles shall be followed:

A. Any proposal to rename a facility or area or to add a second name in recognition of a gift shall be reviewed by the General Counsel of the University. The review shall include any gift documents pertaining to the original gift and related naming, as well as the gift documents pertaining to the subsequent gift and proposed renaming.

B. When a facility that has been named in recognition of a gift or an individual has reached the end of its useful life and will be replaced or substantially renovated, the replaced or renovated structure may be renamed in recognition of another gift.

C. When an area named in recognition of a gift or in honor of an individual will be developed for another use, the new facilities may be named in recognition of new gifts.

D. Appropriate recognition of earlier donors and honorees shall be included in or adjacent to new and renovated facilities, as well as in redeveloped areas.

E. When a facility or area is proposed for renaming, campus or University representatives will make all reasonable efforts to inform in advance the original donors or honorees and their immediate family members.

X. Campus and Laboratory Responsibility
Each Chancellor and the Laboratory Director shall designate an officer to coordinate all proposals for naming, maintain records on gift documentation and the related consultation process, and assure consistency in donor and public communications related to each gift and its restricted use.

XI. Changed Circumstances
If the campus or laboratory proposes to change the function of a named facility or area, it
must document the review of related gift agreements to determine if the proposed use is consistent with the restrictions that may have been previously stipulated. If the proposal for change in use is inconsistent, the campus or laboratory counsel or the General Counsel of the University shall be consulted.

If at any time following the approval of a naming, circumstances change substantially so that the continued use of that name may compromise the public trust, the General Counsel of the University will consult with the California Attorney General regarding future action.

Related Policies and Documents
2. Regents’ Policy on Commemorative Displays, March 8, 1940.
9. Vice President Baker letter to Chancellors regarding authority for naming facilities and programs, June 14, 1996.

Endorsed by UCR Administrative Offices: 01/17/2007
Endorsed with changes by the Advisory Committee: February 12, 2007
Approved by the Committee on Planning and Budget: January 18, 2007
Approved by the Committee on Educational Policy: October 13, 2006
Approved by the Committee on Academic Personnel: January 18, 2007
Approved by the Graduate Council: October 16, 2006
POLICY ON THE POSTHUMOUS AWARD OF DEGREES AND CERTIFICATES OF ATTENDANCE

Purpose

The University of California, Riverside seeks to extend sympathy and compassion to the families of students who pass away near the completion of their degrees and to recognize the academic achievement of students who would have fulfilled the requirements of the degree. These actions must also be balanced with attention to academic and institutional integrity.

Criteria

Normally, the posthumous degree is conferred on students currently enrolled or on leave at the time of death. To be eligible for a posthumous BA/BS degree, the deceased student must have earned at least 135 units (i.e., senior-level standing) and have a 2.0 GPA. For students who pass away before achieving the requisite number of units or who do not possess the requisite 2.0 GPA, the University of California, Riverside will offer a Certificate of Attendance.

To be eligible for a posthumous MA/MS degree, the deceased student must have been in the final quarter of coursework or enrolled in courses, which upon successful completion would have culminated in the awarding of the degree. For a MS thesis, the deceased student must have completed a draft of the thesis and had it approved by the thesis committee.

To be eligible for a posthumous Ph.D. degree, the deceased student must have completed a draft of the dissertation and had it approved by the dissertation committee.

Procedure

The process for identifying and considering candidates for the award of posthumous undergraduate degrees shall be:

1. A formal request may be initiated by any of the following: a family member, a faculty member, a dean, or a fellow student. If the request is not made by a family member, the family should be contacted and found to be receptive to the possible award.

2. The Office of Student Affairs in the appropriate college will be responsible for reviewing the student’s academic record, confirming with the Registrar whether the specified criteria are met, and forwarding the request to the Executive Committee of the College who, on behalf of the Chair of the Division, will then instruct the Registrar to issue the designated degree or certificate.

3. Ordinarily, degrees awarded posthumously will be noted on the commencement program. The student’s diploma or certificate will be released or mailed to the person legally authorized to manage the deceased student’s affairs. The posthumous nature of the award will be indicated on the diploma and in the student’s official transcript. Any fees associated with the administration of the posthumous degree or certificate of attendance shall be waived.
The procedure for identifying and considering candidates for the award of posthumous graduate degrees shall be:

1. A formal request may be initiated by any of the following: a family member, a faculty member, a dean, or a fellow student. If the request is not made by a family member, the family member should be contacted and found to be receptive to the possible award.

2. The Graduate Division and the Department will be responsible for reviewing the student’s academic record, confirming with the Registrar whether the specified criteria are met, and forwarding the request to the Graduate Council who, on behalf of the Chair of the Division, will then instruct the Registrar to issue the designated degree or certificate.

3. Ordinarily, degrees awarded posthumously will be noted on the commencement program. The student’s diploma or certificate will be released or mailed to the person legally authorized to manage the deceased student’s affairs. The posthumous nature of the award will be indicated on the diploma and in the student’s official transcript. Any fees associated with the administration of the posthumous degree or certificate of attendance shall be waived.

Approved by the Committee on Educational Policy: **July 3, 2006**
The Committee on Rules and Jurisdiction finds the wording consistent with the Code of the Academic Senate: **October 19, 2006**
Approved by the Graduate Council: **November 22, 2006**
Approved by the CHASS Executive Committee: **November 20, 2006**
Approved by the CNAS Executive Committee: **November 17, 2006**
Approved by the GSOE Executive Committee: **November 16, 2006**
Approved by the AGSM Executive Committee: **October 20, 2006**
Approved by the BCOE Executive Committee: **February 6, 2007**
Endorsed by the Advisory Committee: **February 12, 2007**
To be adopted:

Proposed Changes in B.S. in Business Administration

Present:

The B.S. in Business Administration is a two-year upper-division major offered jointly by the A. Gary Anderson Graduate School of Management (AGSM) and the College of Humanities, Arts, and Social Sciences (CHASS). Students can enroll in a pre-Business status and are advised in CHASS during their freshman and sophomore years. The pre-Business curriculum includes the prerequisites to the major and the college breadth requirements. After admission to the major, students are advised by AGSM. The B.S. degree in Business Administration is conferred by CHASS.

The program is accredited by the AACSB International – The Association to Advance Collegiate Schools of Business.

Admission A limited number of students are accepted into the Business Administration major, chosen according to overall GPA. Students must apply for the major when they have completed not fewer than 75 and not more than 120 quarter units of college work. Final acceptance into the major is based on completion of all prerequisites and breadth requirements within a 120 quarter unit limit, a GPA of at least 2.00 in prerequisites, and a cumulative GPA of at least 2.50. (Students who have not completed the language breadth requirement may be accepted into the program, but they must complete the requirement before graduation.) Exceptions to the 120 quarter unit maximum must be requested by petition.

Students are encouraged to participate in at least one internship during their junior or senior year. Students interested in international business are encouraged to consider opportunities for study through the Education

Proposed:

The B.S. in Business Administration is a two-year upper-division major offered jointly by the A. Gary Anderson Graduate School of Management (AGSM) and the College of Humanities, Arts, and Social Sciences (CHASS). Students can enroll in a pre-Business status and are advised in CHASS during their freshman and sophomore years. The pre-Business curriculum includes the prerequisites to the major and the college breadth requirements. After admission to the major, students are advised by AGSM. The B.S. degree in Business Administration is conferred by CHASS.

The program is accredited by the AACSB International – The Association to Advance Collegiate Schools of Business.

Admission A limited number of students are accepted into the Business Administration major, chosen according to overall GPA. Students must apply for the major when they have completed not fewer than 75 and not more than 100 quarter units of college work. Final acceptance into the major is based on completion of all prerequisites and breadth requirements within a 100 quarter unit limit, a GPA of at least 2.00 in prerequisites, and a cumulative GPA of at least 2.50. (Students who have not completed the language breadth requirement may be accepted into the program, but they must complete the requirement before graduation.) Exceptions to the 100 quarter unit maximum must be requested by petition.

Students are encouraged to participate in at least one internship during their junior or senior year. Students interested in international business are encouraged to consider
opportunities for study through the Education Abroad Program, which has centers affiliated with more than 150 institutions in 35 countries worldwide. For further details, visit UCR’s International Services Center at internationalcenter.ucr.edu or call (951) 827-4113.

Outstanding academic achievement is recognized by the awarding of the Delta Sigma Pi Scholarship Key to a graduating senior. Other awards, presented on an annual basis, include the Wall Street Journal’s Student Achievement Award, the Bank of America Business Leaders Scholarship, and the Deloitte and Touche Scholarship.

University Requirements

See Undergraduate Studies section.

College Requirements

Students must fulfill all breadth requirements of the College of Humanities, Arts, and Social Sciences or the Intersegmental General Education Transfer Curriculum prior to transferring to the UC.

Major Requirements

The following are requirements leading to the B.S. degree in Business Administration. At least 50 percent of business course requirements must be completed at UCR.

Business Administration Major

1. Preparation for Business Administration major (41-44 units)
   a) General prerequisites (may be used to satisfy breadth requirements of the College of Humanities, Arts, and Social Sciences)
      (1) ECON 002, ECON 003
      (2) CS 008
      (3) STAT 048 or PSYC 011 (or equivalent)
The major requirements for the B.S. in Business Administration are as follows:

2. Upper-division major requirements (72 units)

a) BSAD 110, BSAD 126, BSAD 163, BSAD 170, BSAD 184
b) BSAD 121/STAT 124
c) BSAD 134/ECON 134
d) Two course from
   (1) PSYC 142
   (2) SOC 150, SOC 151
e) ECON 102A, ECON 103A
f) PHIL 116
g) POSC 182 or POSC 186

b) Major prerequisites (may not be used to satisfy breadth requirements)
   (1) BSAD 010
   (2) BSAD 020A, BSAD 020B

The major requirements for the B.S. in Business Administration are as follows:

2. Upper-division major requirements (18 courses [at least 72 units])

Core Courses (at least 10 courses [at least 40 units]):

a) BUS 101, BUS 103, BUS 105, BUS 108, and BUS 109
b) BUS 104/STAT 104
c) BUS 106/ECON 134
d) BUS 107; or PSYC 142 and SOC 150 or SOC 151
e) BUS 100
f) BUS 102; or PHIL 116 and POSC 182 or POSC 186

Concentration (At least 20 Units): Choose five courses from one of the concentrations listed below. Courses completed to meet upper division core requirements may not be used to meet concentration requirements.

Accounting: At least three of the five courses must be selected from BUS 159 – BUS 169B, BUS 159, BUS 164, BUS 165A, BUS 165B, BUS 165C, BUS 166, BUS 167, BUS 168A, BUS 168B, BUS 169A, BUS 169B, ECON 112, PHIL 116, PSYC 134

Arts Management: BUS 111, BUS 117, BUS 155, BUS 156, BUS 159, CS 143/EE 143; at least three but not more than five upper division courses must be taken in one of these areas: ART, AHS, CRWT, DNCE, HIST, MUS, THEA; or students may complete a minor in one of the arts
Environmental Management: BUS 139, CEE 132, ECON 143A/ENSC 143A, ECON 143B/ENSC 143B, ECON 143C/ENSC 143C, ECON 146/URST 146, ECON 148, ENSC 170, ENSC 172, ENSC 174, GEO 157, PHIL 116, PHIL 117, POSC 127

Financial Economics: BUS 135A, BUS 135B, BUS 136, BUS 137, BUS 138 or ECON 171, BUS 139, ECON 102B, ECON 103B, ECON 112, ECON 130, ECON 135, ECON 136

General Management: BUS 111 or BUS 113, BUS 128 or BUS 129, BUS 135A, BUS 143 or BUS 155, BUS 146, BUS 147, BUS 148, BUS 165A, BUS 173, BUS 180A, BUS 180B, BUS 180C

Human Resources Management: At least one of BUS 155 and PSYC 142 and the remainder from the following: ANTH 105/BUS 158, BUS 144, BUS 156, BUS 157, BUS 176/SOC 176, PSYC 155, SOC 150, SOC 151, SOC 171

Information Systems: At least three of the five courses must be selected from BUS 171 – BUS 179, BUS 118, BUS 166, BUS 171, BUS 172, BUS 173, BUS 174, BUS 175, BUS 177, BUS 179, CS 120A/EE 120A, CS 120B/EE 120B, PSYC 134, PSYC 140, PSYC 142

International Management: BUS 114, BUS 138, BUS 154B, BUS 164, BUS 178/ECON 178, BUS 185, ECON 171, ECON 182, ECON 185/LNST 185, HISA 162/LNST 172, PSYC 126, PSYC 127, POSC 130, POSC 162/LNST 142, SOC 181

Managerial Economics: BUS 152/ECON 152, BUS 153/ECON 153, BUS 160/ECON 160, BUS 178/ECON 178, ECON 102B, ECON 103B, ECON 107, ECON 108, ECON 130, ECON 163, ECON 143A/ENSC 143A

Marketing: At least two of the five courses
An additional 20 units of Business Administration elective courses excluding BUSAD 190. See department for a list of approved Business Administration elective courses.

Operations & Supply Chain Management: At least three of the five courses must be selected from BUS 122 – BUS 129, BUS 118, BUS 122, BUS 128, BUS 129, BUS 173, BUS 127/STAT 127, BUS 162/ECON 162, ECON 112

Public Policy and Management: BUS 111, BUS 152/ECON 152, BUS 155, BUS 156, BUS 159, BUS 160/ECON 160, ECON 132, ECON 135, ECON 163, ECON 143A/ENSC 143A, ECON 187/LNST 187, PHIL 116, POSC 181, POSC 182, POSC 186, SOC 150, SOC 151

An additional 12 units of Business Administration elective courses excluding BUS 190. See department for a list of approved Business Administration elective courses.
JUSTIFICATION:
This proposal strengthens the business administration curriculum in several ways. It restructures the curriculum to more effectively meet the new accreditation standards for business management programs while maintaining linkages to the College of Humanities, Arts, and Social Sciences (CHASS) and the other Colleges. The revision and reduction of core requirements make the core more efficient and effective, freeing up opportunities for concentrations and electives. Areas of concentration will be more clearly defined, and several concentrations will build on courses and areas of strength in CHASS and the other colleges. A broad inclusive set of concentrations is proposed to take advantage of faculty strengths in AGSM and across campus. At least six of the proposed twelve areas of concentration build extensively on strengths in CHASS, CNAS, and COE. These cross-college concentrations reflect students’ interests that integrate business with other academic interests.

Specific changes:
Lower division prerequisites are reduced to simplify the preparatory and advising requirements while maintaining comparability with other top business programs.

Statistics would be met with STAT 48 only, simplifying that requirement and providing more uniformity in preparation.

Instead of two Lower Division and two Upper Division Economics courses, the Economics content would be delivered in one Lower Division course and two existing Upper Division courses, which become prerequisites to the major.

The social science methods courses are dropped. No other program has such requirements.

MATH 23: Applied Matrix Algebra is dropped because modern programs no longer have students perform such calculations and no other top program has such a requirement.

Lower Division Accounting is reduced from two Principles courses to one Financial Accounting course. This is more appropriate for general (non-accounting) students.

In the Upper Division core, several changes are introduced that would have students meet the requirements with one new course instead of taking two as currently required. This presents the material more efficiently and makes room for the concentrations and electives.

The organizational behavior requirement is met by one new Business course, BUS 107: Organizational Behavior, instead of two courses from Sociology and Psychology. This helps reduce the units required for the core, to make room for the concentrations. A slightly restructured option would allow students to meet the requirement with PSYC 142 and either SOC 150 or 151 if they choose. BUS 107 would include both micro and macro organizational concepts. Current AGSM faculty members are qualified and teach this material at the MBA level.

The Political Science and Philosophy content is integrated into one new Business course, BUS 102: Ethics and Law in Business and Society. This helps to further reduce the core unit requirements and move units into the concentrations. As above, students would have the option of taking PHIL 116 and either POSC 182 or 186 if they choose. Current AGSM faculty members have taught similar courses at the MBA level and are qualified to teach this material.
Students are required to choose an area of concentration to develop some depth of knowledge. Many of these include recommended courses in CHASS and some in CNAS and CENGR. Students must take five courses (20 units) in one of these concentrations. Choices are constrained by some prerequisite requirements. Initially, students can make their own choices, but guidance will be provided through advising.

The concentrations utilize 20 of the elective units remaining after the core. Students then have 12 units to select from Business Administration (BUS) electives.

**APPROVALS:**

Business Administration Program Committee: December 13, 2006
AGSM Executive Committee: December 7, 2006
CHASS Executive Committee: November 29, 2006
Committee on Educational Policy: Jan.10, 2007
Riverside Division of the Academic Senate:

In November, 2005, the Riverside Division approved a proposal to restructure the curriculum of the B.S. in Administration and transfer it out of CHASS co-control and entirely into AGSM. Subsequently, the systemwide UC Academic Council tabled the proposal due to concerns about adequate numbers of faculty in AGSM to teach the courses, adequate advising in AGSM for a large number of students, and several other concerns. The current proposal essentially repeats the restructuring of the curriculum, as approved by the Riverside Division in November, 2005, but leaves the major as a joint CHASS-AGSM offering. This curriculum set forth in this proposal has only minor changes from the version approved by the Business Admin. Program Committee, AGSM Executive Committee, AGSM Faculty, CHASS Faculty, CHASS Executive Committee in Fall of 2004 and as previously mentioned, approved by the CEP in June, 2005 and the Division in November, 2005.
To be adopted:

Proposed Biological Sciences Undergraduate Honors Program

PRESENT:

PROPOSED:

The Honors Program in the Biological Sciences interdepartmental major is designed to provide qualified upper-division students with opportunities to engage in the theory and practice of original research, and to learn the art of written and oral scientific communication.

Prerequisites for the Honors Program

1. Submission of an application to the University Honors Program during the spring quarter of the sophomore year or during fall quarter of the junior year
2. Junior standing (completion of a minimum of 90 units)
3. Minimum GPA requirements or consent of director
   a) Cumulative GPA of 3.50
   b) A GPA of 3.50 in upper-division major courses

Students who meet the requirements of the University Honors Program for academic excellence are invited at the end of their sophomore year to participate in the Biological Sciences Undergraduate Honors Program during their junior and/or senior years. Students in the program are required to complete BLSC 192H and BLSC 193H, seminar/thesis courses for a total of 4 units. The students are also required to enroll in BLSC 198H and BLSC 195H to work on and complete an honors thesis under the supervision of a faculty member, for a total of 12 units distributed over three to six quarters in their junior and senior years.

JUSTIFICATION:

The interdepartmental undergraduate major in Biological Sciences (BLSC) is proposing an upper division
honors Bachelor of Science (B.S.) degree in partnership with the University Honors Program (UHP). Conferral of a B.S. with upper division Honors in the Biological Sciences major will require four quarters of BLSC 198H and/or BLSC 195H research units with at least one quarter of BLSC 198H to be undertaken during the junior year in residence at UCR (total of 12 units), accompanied by submission to the UHP of a senior honors thesis based upon the research experience. In addition, these students will be required to complete BLSC 192H and BLSC 193H (for a total of 4 units), Honors seminars in the junior and senior years, respectively. Presentation of research results at the annual Spring UHP Honors conference, and/or a regional or national meeting, is also required.

BLSC 192H and 193H facilitate the undergraduate research requirement for the Honors degree in several ways. BLSC 192H will be taken in the first quarter of the junior year. It is anticipated that a series of presentations will be delivered by faculty members that describe the research conducted in their individual laboratories. These same faculty presenters will assign journal article readings published by their laboratories and lead follow-up discussions and construct writing exercises based on these assignments. In this fashion, students will be exposed to the process of research and how to engage in the discipline of their choice. Moreover, students will begin to develop oral and writing skills, and become more adept in accessing the primary literature. A faculty member will coordinate this seminar course. The course grade is based on participation in the discussions of assigned journal articles (25%), and performance on writing exercises (50%) and oral presentations (25%).

BLSC 193H will be taken in their senior year. This seminar offering will be designed to introduce BLSC honors students to the process of scientific writing as they initiate the composition of their senior honors thesis. This course will be coordinated by faculty members in conjunction with the major professors who sponsor Honors Thesis research. This seminar offering will provide constant oversight as students craft their theses. In addition, because a research presentation is required by the UHP, this seminar will also provide a platform to help prepare and practice delivery of the students' research presentations. Faculty with expertise in public speaking will be invited to give guest lectures to further this experience. The grade for the course is based on participation in discussions (25%), and performance on written assignments (50%) and oral presentations (25%).

As such, BLSC 192H and 193H will be "all-purpose" seminar courses designed to expose our Honors Students to a wide variety of experiences that include the understanding of how research is conducted, developing written and oral communication skills, and mentoring opportunities, with the intention of enriching the undergraduate experience in the Biological Sciences on our campus.

BLSC 198H, Junior Honors Research, and BLSC 195H, Senior Honors Thesis, are designed to provide our honors students with the opportunity to carry out original research in the biological sciences leading to a senior honors thesis under the mentorship of faculty members of the Biological Sciences interdepartmental major. Students must take four quarters of BLSC 198H and/or BLSC 195H with at least one quarter of BLSC 195H for conferral of a B.S. with upper division Honors in the Biological Sciences major. The course grade in each course is based on satisfactory progress in the research.

One might ask what the difference would be for a student participating in the Biological Sciences Undergraduate Honors Program in relation to straight participation in the Upper Division Honors Program. The BLSC program enriches the academic experience in a broad, more rigorous fashion due to the requirement of customized seminar courses, which prepare students for scholarly research. The BLSC student would receive exposure to and more personal and thoughtful mentorship from a variety of faculty, unlike the circumstance with UHP alone, which typically involves but one advising faculty advisor. The UHP supports this model for these reasons, which leads to the unique distinction at graduation of receiving a Bachelors of Science Degree in an Honors Major.
It is anticipated that BLSC 192H and 193H will provide a catalyst for more inclusive endeavors that will service the 900 BLSC majors on our campus. We hope to initiate a peer mentoring program in which UHP/BLSC Honors students can assist other BLSC majors with their academic pursuits. It is envisioned that by partnering honors and non-honors students in joint efforts, including mentoring, social occasions, and selected events with guest speakers, a "Biology Club" will evolve that will be inclusive of all life science majors. We hope that space can be identified to provide a gathering place on campus during the day and evenings for all BLSC students, and related majors, to further academic and social exchange.

**APPROVALS:**

Approved by the Biological Sciences Committee in Charge: October 17, 2006
Approved by the University Honors Program Executive Committee: October 10, 2006
Approved by the Executive Committee of the College of Natural and Agricultural Sciences: November 7, 2006
Approved by the Committee on Educational Policy: January 10, 2007
6. IV. **College Academic Integrity Committees**

An Academic Integrity Committee will be established in each of the Colleges and for the Graduate Division/Professional Schools to:

* hear cases referred by Student Judicial Affairs that are sufficiently complex to require additional review
* hear serious and repeated violations of academic misconduct upon referral from an instructor or Student Judicial Affairs
* hear appeals of decisions and/or sanctions imposed by an instructor or Student Judicial Affairs

Four to six faculty, four to six full-time undergraduate students, and four to six graduate students will be appointed to each College Committee and shall serve two year staggered terms to ensure continuity. In all cases an effort will be made to appoint members who represent the disciplinary diversity within each College. The Graduate/Professional School Committee will be comprised of faculty and graduate students and shall be drawn from appointees to the College Committees. The faculty will be chosen by the College Executive Committees in consultation with the Graduate Council. The undergraduates shall be chosen from the undergraduate student body by the Associated Students of UCR. The graduate students shall be chosen from the graduate student body by the Graduate Student Association. Students who have been suspended or are on academic or disciplinary probation, evicted from University Housing for reasons related to conduct, or who have a case pending before the Student Conduct Committee or an Academic Integrity Committee are not eligible to serve as committee members.

**PROPOSED:**

No Change

In the Spring quarter, the Committee on Committees shall appoint 4 BCOE faculty, 4 AGSM faculty, 2 GSOE faculty, 6 CHASS faculty and 6 CNAS faculty to the panels to serve one year terms effective July 1-June 30. Four to six full-time undergraduate students, and four to six graduate students will be appointed to each College Committee and shall serve one year terms effective July 1-June 30. In all cases an effort will be made to appoint members who represent the disciplinary diversity within each College. The undergraduates shall be chosen from the undergraduate student body by the Associated Students of UCR. The graduate students shall be chosen from the graduate student body by the Graduate Student Association. Students who have been suspended or are on academic or disciplinary probation, evicted from University Housing for reasons related to conduct, or who have a case pending before the Student Conduct Committee or an Academic Integrity Committee are not eligible to serve as committee members.
A hearing panel of 3-5 members will be drawn from the pool of appointees for each case. A quorum of the committee consists of three persons, with at least one faculty member, one student for College Committees and one faculty member and one graduate student for the Graduate/Professional School Committee. In the absence of a quorum, the hearing will be rescheduled. Staff support to the Committee will be provided by the Vice Provost for Conflict Resolution or his/her designee.

**JUSTIFICATION:**

Due to the increasing number of academic integrity cases and decreased ability and/or willingness of faculty to commit to serve on academic integrity cases, it is our recommendation to authorize the Committee on Committees (rather than burden the College Executive Committees) to appoint a specific number of faculty per College (see delineation per College in above proposed changes). We recommend one year terms versus two year terms in order to cut down on the demand for faculty time.

Approved by the Committee on Educational Policy: November 1, 2006
Approved by the Graduate Council: November 15, 2006
The Committee on Rules and Jurisdiction finds the wording consistent with the Code of the Academic Senate: December 5, 2006
Endorsed by the Advisory Committee: January 8, 2006
Proposed Changes in the College of Natural and Agricultural Sciences Regulation
NR3.5  Life Sciences Core Curriculum

To be adopted:

Present:

NR3.5.1 All students who are life sciences majors (Biochemistry, Biological Sciences, Biology, Biomedical Sciences, Botany and Plant Sciences, Conservation Biology, Entomology, Cell Biology and Neuroscience) will complete a uniform core curriculum prior to advancing to upper division courses not in the core and except as provided in NR3.5.7 and NR3.5.8.

Specific courses which satisfy the core will be determined by the college Executive Committee.

NR3.5.2 Biology: 12 units. The Biology component of the core will consist of a one year introductory biology course sequences.

NR3.5.3 Chemistry: 24 units. The Chemistry component of the core will consist of a one-year course sequence in general Chemistry (12 units) and a one-year course sequence in organic chemistry (12 units).

NR3.5.4 Mathematics: 8 units. The Mathematics component of the core will consist of two courses in calculus.

Proposed:

NR3.5.1 All students who are life sciences majors (Biochemistry, Biological Sciences, Biology, Botany and Plant Sciences, Entomology, Cell Biology and Neuroscience) will complete a uniform core curriculum prior to advancing to upper division courses not in the core and except as provided in NR3.5.7 and NR3.5.8.

Specific courses which satisfy the core will be determined by the college Executive Committee.

NR3.5.2 Biology: 12 units including laboratory. The Biology component of the core will consist of a one year introductory biology course sequences.

NR3.5.3 Chemistry: 27 units including laboratory. The Chemistry component of the core will consist of a one-year course sequence in general chemistry (at least 12 units including laboratory) and a one-year course sequence in organic chemistry (at least 12 units including laboratory).

NR3.5.4 Mathematics: 8 units. The Mathematics component of the core will consist of two courses in calculus.
NR3.5.5  Physics: 15 units. The Physics component of the core will consist of a one-year general physics course sequence, including laboratory.

NR3.5.6  Statistics: 2 units. The Statistics component of the core will consist of one course in statistics.

NR3.5.7  Biochemistry: 4 units. The Biochemistry component of the core will consist of at least one course in elementary or introductory biochemistry. This course may be taken concurrently with other upper division life sciences courses as long as they do not have Biochemistry as a prerequisite.

NR3.5.8  While the intention is that students will complete all of the core courses before proceeding to upper division courses in their major, a student may begin upper division courses while the core is still in progress. Up to 12 units of upper division life sciences courses not being used to satisfy the core may be taken prior to completion of the core; permission of an advisor is required to take upper division units in excess of these 12 units.

Justification: On March 21, 2006, the CNAS Executive Committee approved a course change for general chemistry. CHEM 001A, CHEM 001B, CHEM 001C will be split and the lecture and laboratory co-activities will be separated into two distinct courses which will be co- or prerequisites. The courses will now include an integrated discussion section. There will be three new lab courses effective Fall 2006, CHEM 01LA, CHEM 01LB and CHEM 01LC which increases the chemistry units to 27. Similar changes are being discussed for the Biology 5 series, and this language would accommodate such changes if they occur.

The Mathematics requirement may now be met by completing two courses in the calculus which are Math 9A and 9B (4 units each) OR Math 8B (5 units) and Math 9B (4 units). This language change is more inclusive of the new option.
Fall 2001 was the last year Conservation Biology accepted new students and is the last catalog year a student can use to graduate with a B.S. degree in the major. Students currently working toward the B.S. degree in Conservation will be allowed to complete the degree requirements but must graduate by Summer 2006. Therefore we are removing Conservation Biology from the list of life science majors.

Fall 2002 was the last year that an incoming student could apply into the Biomedical Sciences Undergraduate Major. Beginning with the students entering medical school in Fall 2006, students from any major can apply for one of the 24 seats in the medical school each year. Undergraduates who entered UCR either as freshmen or as transfer students may apply to the Haider Program. Therefore, we are removing Biomedical Sciences from the list of life sciences majors.

Effective Fall 2006

Approved by CNAS Executive Committee: April 4, 2006
Approved by CNAS Faculty: April 26, 2006
Revised: Approved by CNAS Executive Committee: October 3, 2006
The Committee on Rules and Jurisdiction finds the wording consistent with the bylaws of the Academic Senate: October 16, 2006
Approved by Committee on Educational Policy: November 1, 2006
Endorsed by the Advisory Committee: November 27, 2006
To be adopted:

Proposed Change in The College of Engineering Bylaw ENR 4.1

Present

EN4.1 There is an Executive Committee consisting of the Chair of the Faculty, ex officio; the Dean of the college, ex officio; the associate Dean(s) of the college, ex officio; and six members of the Faculty as provided in EN4.01.01 below; and a student representative as provided in EN4.1.1.4 below. An elected member is not eligible for immediate reelection unless he/she has completed a term of fewer than 18 months. Eligibility is reestablished after one year of non-service. The Chair, Vice Chair, secretary, and parliamentarian of the Faculty occupy corresponding offices in the Executive Committee.

EN4.1.1 The elected membership of the committee shall include six members elected from the Faculty, to be distributed as follows: one member chosen from each of the programs in Chemical Engineering, Computer Science and Engineering, Electrical Engineering, Environmental Engineering, and Mechanical Engineering; and one member elected from the Faculty at large of the College. The election is conducted as provided in Chapter 7 of the bylaws of the Division. The first order of business of the Executive Committee, after the biennial election of the Chair of the Faculty, will be to determine whether the representation formula needs change and to recommend appropriately to the Faculty.

EN4.1.1.1 The term of office of members of the Executive Committee is two years. The Chair of the Faculty and three of the elected members of the Executive Committee are elected in the same year; the three other elected members Executive Committee are elected in alternate years.

Proposed

EN4.1 There is an Executive Committee consisting of the Chair of the Faculty, ex officio; the Dean of the college, ex officio; the associate Dean(s) of the college, ex officio; and seven members of the Faculty as provided in EN4.01.01 below; and a student representative as provided in EN4.1.1.4 below. An elected member is not eligible for immediate reelection unless he/she has completed a term of fewer than 18 months. Eligibility is reestablished after one year of non-service. The Chair, Vice Chair, secretary, and parliamentarian of the Faculty occupy corresponding offices in the Executive Committee. The Vice Chair, Secretary, and Parliamentarian are elected by the Executive Committee from the existing elected Faculty members of the Executive Committee whenever a vacancy arises.

EN4.1.1 The elected membership of the committee shall include seven members elected from the Faculty, to be distributed as follows: one member chosen from each of the programs in Bioengineering, Chemical Engineering, Computer Science and Engineering, Electrical Engineering, Environmental Engineering, and Mechanical Engineering; and one member elected from the Faculty at large of the College. The election is conducted as provided in Chapter 7 of the bylaws of the Division. The first order of business of the Executive Committee, after the biennial election of the Chair of the Faculty, will be to determine whether the representation formula needs change and to recommend appropriately to the Faculty.

EN4.1.1.1 The term of office of members of the Executive Committee is three years. One of the elected members of the Executive Committee will be elected in the first year following the adoption of this bylaw.
Justification: The interests of the new Bioengineering program will be best represented by a faculty presence on the Executive Committee. In addition, the Committee believes lengthening terms to three years will allow for better continuity in leadership and ease the burden of small departments in finding representation.

Effective: Fall 2006

Approved by College of Engineering Executive Committee April 6, 2006
Approved by College of Engineering Faculty June 15, 2006
Revisions approved by College of Engineering Executive Committee November 6, 2006
The Committee on Rules and Jurisdiction finds the wording to be consistent with the code of the Academic Senate: November 9, 2006
Endorsed by the Advisory Committee: November 27, 2006
COMMITTEE ON RULES AND JURISDICTION
REPORT TO THE RIVERSIDE DIVISION
FEBRUARY 20, 2007

Proposed Change in Senate Bylaw Appendix 5.3
Rules of Procedure for Implementation of Policies on Faculty Conduct and the Administration of Discipline at UCR

To be adopted:

PRESENT:

5.3.1 Applicability

At UCR the following shall serve to implement policy on Faculty conduct and the administration of discipline (currently the document "University Policy on Faculty Conduct and the Administration of Discipline" as approved by the Regents 14 June 1974). It applies to all members of the Academic Senate and to all of those officers of instruction who are in charge of courses and not subject to direct supervision.

Under this policy there is to be no redelegation of the Chancellor's authority to impose disciplinary sanctions within the terms of the Regents' document of 14 June 1974, p. 2; nor shall any sanction be imposed except as a consequence of the processes set forth below. The following procedures apply only to those instances in which an individual is charged with improper conduct as a member of the faculty. No Faculty member's right of direct appeal to the Committee on Privilege and Tenure shall in any way be abridged by these procedures.

PROPOSED:

5.3.1 Applicability and Principles

At UCR the following implements the University Policy on Faculty Conduct and the Administration of Discipline (set forth in its entirety in APM-016) and the Faculty Code of Conduct (APM-015) and applies to all members of the Academic Senate and to academic staff whose instructional duties are not subject to direct supervision. These procedures adhere to the five principles for Enforcement and Sanctions (Part III, Section A) articulated in the Faculty Code of Conduct (APM-015).

No disciplinary sanctions for professional misconduct shall be imposed by the administration except in accordance with the procedures set forth below. In circumstances where these procedures are silent, the policies and procedures contained in APM-015, APM-016, and UC Academic Senate Bylaw 336 shall govern.

The procedures set forth below describe several stages in the process: (a) an allegation of faculty misconduct, (b) efforts for informal resolution, (c) filing of a formal complaint, (d) inquiry by the Committee on Charges of the Academic Senate, (e) determination by the Chancellor1 to initiate disciplinary action by filing charges with the Committee on Privilege and Tenure of the Academic Senate, (f) disciplinary hearing by a Hearing Committee of the Committee on Privilege and Tenure, and (g) imposition of disciplinary sanctions by

1 For the purposes of this document, the “Chancellor” shall be taken to mean “the Chancellor or the appropriate Chancellor’s designee,” such as the Executive Vice Chancellor and Provost. This shall apply in all cases with the exception of imposing discipline, which shall not be delegated by the Chancellor.
the Chancellor.

If the matter involves an alleged violation of the University of California Policy on Integrity in Research, the allegation should be filed according to the UCR Policy and Procedures for Responding to the Allegations of Research Misconduct.

If the matter involves an alleged violation of the University of California Policy on Sexual Harassment, the allegation may be filed according to the UCR Policy and Procedures for Responding to Reports of Sexual Harassment, instead of or in addition to filing an allegation under these Rules of Procedure.

This document indicates the timelines for the conduct of separate steps of the process, and it is important that such matters proceed expeditiously. However, it is recognized that these timelines may not always be adequate. Where individuals or committees require additional time to complete a step(s) in this process, all members involved shall be informed of the reasons for the delay and provided with a revised timeline for this step of the process, with a commitment that the step will be completed as promptly thereafter as possible.

All proceedings covered under this document are to be treated as confidential. No participant in such proceedings shall reveal or disclose the identity of the complainant, the accused Faculty member, witnesses, the nature of the allegation, the evidence, or the deliberations of any decision maker, other than to individuals who have a legitimate need for such information in order to conduct the proceeding or as may be required by law.
5.3.2 Channels

Allegations against a member of the Faculty originating from any source normally shall be addressed to the Chair of that Faculty member's department, and shall be accepted for inquiry only on the basis of a written, documented, signed statement by the complainant. The channel for processing a matter involving such allegations is from the Department Chair to the Dean of the School or College to the Chancellor to the Charges Committee of the Academic Senate.

If for any reason this normal channel appears inappropriate to the individual making the allegations, (for example, if the complaint is directed against a Chair, Dean, etc.), he/she may address the allegations directly to the next higher level in the process as stated above, depositing a written, signed statement of the allegations.

5.3.2 Allegation Procedures and Channels

Allegations against a member of the Faculty in violation of the Faculty Code of Conduct may originate from members of the faculty, staff, students, the administration, and other members of the University community. Allegations shall be accepted for inquiry only on the basis of a written signed statement by the complainant. Allegations by a complainant shall be addressed to the Chair of the accused Faculty member's department or to the Dean for units with no Chairs, unless this will present a potential conflict of interest, in which case the allegation will be directed to the administrator to whom this Chair or Dean reports.

The Faculty member accused of alleged misconduct shall be promptly informed of the allegation, in writing, by the recipient of the signed allegation. It shall also be the accused Faculty member's right to examine all relevant documents assembled in connection with the allegation and to be heard at each step in the progress of the case.

The recipient of the allegation shall advise both the complainant and the accused Faculty member to obtain and become familiar with this document (Rules of Procedure for Implementation of Policies on Faculty Conduct and the Administration of Discipline at UCR), as well as the Faculty Code of Conduct (APM-015), the University Policy on Faculty Conduct and the Administration of Discipline (APM-016), and the UC Academic Senate Bylaw 336 (Privilege and Tenure Divisional Committees – Disciplinary Cases).

If the complainant is a student, the complainant shall be given the option of retaining anonymity until the filing of a formal complaint with the Committee on Charges, with the understanding that such anonymity may preclude the opportunity for informal resolution prior to consideration by the Committee on Charges.

The channels for processing a matter involving allegations in violation of the Faculty Code of Conduct that do not pertain to allegations of research misconduct or sexual harassment shall be from the Department Chair (in those Schools and Colleges that have Chairs) to the Dean of the School or College to the Chancellor to the Committee on Charges of the Academic Senate.

If the normal level of the channel appears inappropriate to the individual making the allegations, the complainant may address the allegations, in writing, directly to the next level in the channel.
5.3.3 The Rights of the Accused

The person accused of misconduct shall be informed promptly, in writing, by the recipient of the signed accusation, so that a resolution of the problem may be attempted immediately. It shall also be the accused’s right to examine all documents assembled in connection with the allegation and to be heard at each step in the progress of the case. This given right shall not be discretionary on the part of a Chair or any administrative officer, or on the part of the Charges Committee of the Academic Senate.

5.3.4 Role of the Department Chair, Dean of the School or College, and Chancellor

The Department Chair, Dean of the School or College and Chancellor each must, when the matter comes before him, promptly attempt to settle it informally or pass it on to the most appropriate higher level. In the event such efforts to achieve settlement prove unsatisfactory to either of the parties, each such official respectively shall promptly forward the matter to the next step in the process, along with the signed accusation, any notes developed on the case, and a written statement explaining his/her reason for forwarding the file.

5.3.3 Informal Resolution

The goal of informal resolution is to resolve the concerns at the earliest stage possible. The recipient of the signed allegation shall attempt to resolve the matter informally within twenty-one days of receiving the allegation. Informal resolution of the matter may result in withdrawal of the complaint by the complainant prior to the matter reaching the Committee on Charges or may result in a formal settlement, including conditions or the acceptance of disciplinary sanction(s) by the accused Faculty member (SBL 336.C). In cases where a settlement resolving disciplinary charges is entered into after a matter has been referred to the Committee on Privilege and Tenure, the Chancellor shall meet with the Chair of the Committee on Privilege and Tenure prior to finalizing the settlement.

If efforts to resolve the matter informally within twenty-one days prove unsatisfactory to the complainant and/or the accused Faculty member, the recipient of the signed allegation shall forward the signed allegation to the next step in the process as soon as an impasse has been reached, along with his or her written statement describing the efforts to resolve the matter informally and the reasons for forwarding the matter. When the file is forwarded, a copy of the recipient’s written statement shall be provided to the complainant and the accused Faculty member.

5.3.4 The Formal Complaint

If the matter has not been settled to the satisfaction of the complainant at some step in the process described above, and if the Chancellor is unable to resolve the matter informally, the Chancellor shall furnish the complainant with the Academic Complaint Form. To complete the Academic Complaint Form, the complainant must identify the relevant section(s) of the University Policy on Faculty Conduct and the Administration of Discipline and include a full statement of the facts that allegedly constitute a violation of the University Faculty Code of Conduct. The Form must be signed by the complainant and submitted to the Chancellor. Materials elaborating the evidence may be appended to the Academic Complaint Form.

The Chancellor shall promptly transmit the signed formal complaint to the Committee on Charges of the Academic Senate. At the same time, the Chancellor shall transmit the signed formal complaint to the accused Faculty member, along with a statement that the matter has been transmitted to the Committee on Charges.
5.3.5 The Complaint

A. If the matter has not been settled to the satisfaction of the complainant at some step in the process described above, the Chancellor shall furnish a standard complaint form to each complainant. He/she shall also provide the complainant with a copy of the current “Rules of Procedure” of the Charges Committee. It shall be the complainant’s responsibility to draft his/her complaint in the form furnished to him/her and to submit it to the Chancellor, or his/her designated representative, for his/her inspection to insure that it conforms to a reasonable standard of conciseness and order. If any changes in the complaint are required to meet this standard, they shall be made in consultation with, and with the approval of, the complainant.

B. The complaint, signed by the complainant, shall be transmitted to the Charges Committee of the Academic Senate by the Chancellor, or his/her designated representative, without supporting evidence or substantive comment. At the same time, he/she shall serve a copy of the complaint on the accused, together with a copy of the current “Rules of Procedure” of the Charges Committee, and a covering letter explaining the nature of the complaint and the proceedings.

5.3.5 Inquiry by the Committee on Charges of the Academic Senate

The Committee on Charges shall promptly determine whether the allegations in the complaint, if true, would constitute a violation of the University Faculty Code of Conduct. If the Committee on Charges determines this issue affirmatively, it shall ask the Chancellor for any supporting evidence from earlier stages in the procedure and shall conduct an inquiry to determine whether there is probable cause to warrant a disciplinary hearing before the Committee on Privilege and Tenure of the Academic Senate. For this purpose, the probable cause standard means that the facts as alleged in the complaint, if true, justify the imposition of discipline for a violation of the Faculty Code of Conduct and that there is credible evidence to support the claim.

The Committee on Charges shall treat all steps in its inquiry as confidential. In conducting its inquiry, the Committee on Charges may, at its discretion, conduct interviews in private with the complainant and other individuals relevant to the case. The Committee on Charges shall make every effort to complete its inquiry and make a determination of probable cause and report its findings to the Chancellor within sixty days after receiving the formal complaint.

If the Committee on Charges finds no probable cause to warrant a disciplinary proceeding, the Committee shall promptly (within fifteen days) transmit its decision, in writing, to the Chancellor, along with a report of the substantive review made by the Committee. The Committee also shall recommend that all existing references to the matter be expunged from personnel files, and from the records of the Department Chair and the Dean of the School or College.

If the Committee on Charges finds probable cause to warrant a disciplinary hearing, the Committee shall promptly transmit its decision, in writing, to the Chancellor, along with a report of the inquiry made by the Committee and the complete file assembled by the Committee on Charges during its inquiry.
5.3.6 The Charges Committee of the Academic Senate

Upon receiving the complaint, the Charges Committee of the Academic Senate shall determine whether the allegations in the complaint, if true, would constitute a violation of University policy regulating individual Faculty conduct. If it determines this issue affirmatively, it shall ask the Chancellor for any supporting evidence from earlier stages in the procedure and shall conduct a factual investigation to determine whether there is probable cause to warrant a disciplinary hearing before the Committee on Privilege and Tenure. As part of its investigation, the Charges Committee may, at its discretion, hear witnesses in camera. The Charges Committee shall treat its investigation as confidential; members of the Charges Committee shall therefore be subject to the provisions of the Faculty Code should they transgress.

5.3.6 Determination by the Chancellor to Initiate Disciplinary Action

The Chancellor shall make a final determination of probable cause within thirty days of receiving the recommendation from the Committee on Charges.

If the Chancellor concurs with the Committee on Charges on a no-probable-cause finding, this decision shall be immediately transmitted, in writing, to the Chair of the Committee on Charges. The Chancellor shall promptly (within fifteen days) notify both the complainant and the accused Faculty member, in writing, of the finding of no probable cause by the Committee on Charges, of the concurrence by the Chancellor, and of the substance of the inquiry made by the Committee on Charges. The only record of the case shall be a statement prepared by the Committee on Charges and placed in its permanent file in the Academic Senate. That statement shall include the following information: the date, name of the accused Faculty member, name of the complainant, a brief statement of the allegations, and the decision by the Chancellor to dismiss the case on recommendation of the Committee on Charges.

If the Chancellor determines that there is probable cause to warrant a disciplinary hearing, the Chancellor shall immediately notify the Chair of the Committee on Charges, in writing.

If the Chancellor does not concur with the recommendation of the Committee on Charges, the Chancellor shall inform the Chair of the Committee on Charges, in writing, of the reasons for the decision.

Upon a determination of probable cause, the Chancellor shall initiate notice of proposed disciplinary action, which requires that the Chancellor prepare written charges to be submitted to the Chair of the Committee on Privilege and Tenure of the Academic Senate, with a full statement of the facts underlying the charges and the disciplinary sanction(s) the Chancellor proposes in this case. The types of discipline that may be imposed on a member of the faculty are as follows, in order of severity: written censure, reduction in salary, demotion, suspension, denial or curtailment of emeritus status, and dismissal from the employ of the University.

At the same time that the Chancellor submits the formal charges to the Committee on Privilege and Tenure, the Chancellor shall also notify both the complainant and the accused Faculty member, in writing, of the decision to file a formal complaint with the Committee on Privilege and Tenure.
Disciplinary Hearing by the Committee on Privilege and Tenure

The Committee on Privilege and Tenure shall follow the procedures detailed in UC Academic Senate Bylaw 336 (Privilege and Tenure Divisional Committees – Disciplinary Hearings) with regard to prehearing procedures, early resolution, hearing and posthearing procedures, and relation to prior grievance cases.

At the conclusion of the disciplinary hearing, the Hearing Committee of the Committee on Privilege and Tenure shall promptly make its findings of fact, conclusions supported by a statement of reasons based on the evidence, and recommendation. These shall be forwarded promptly to the parties in the case, including the complainant and the accused Faculty member, the Chancellor, the Chair of the Committee on Privilege and Tenure, and the Chair of the University Committee on Privilege and Tenure. The findings, conclusions, recommendations, and record of the proceedings shall be confidential to the extent allowed by law and UC policy. The Hearing Committee may, however, with the consent of the accused Faculty member, authorize release of the findings, conclusions, recommendations, and recommendations to other individuals or entities, to the extent allowed by law (SBL 336.D.10).

If the Committee on Privilege and Tenure determines that there is clear and convincing evidence that the accused Faculty member has violated the Faculty Code of Conduct, the Committee shall also recommend an appropriate sanction that shall not be more severe than the maximum sanction specified in the formal charge from the Chancellor.

The Committee on Privilege and Tenure shall report its findings directly to the Chancellor and, in the event that it determines that the Faculty member has in fact violated University policy regulating individual Faculty conduct, shall recommend an appropriate sanction, in view of the gravity of the offense and of all of the facts and circumstances. Sanctions which may be imposed are described in the Regents’ document, pp 2-3. They are: written censure, suspension, demotion, dismissal.

The Chancellor shall inform in writing the Vice Chancellor, the Dean, the Department Chair, and the Faculty member of his/her decision, of the sanction applied, and of the recommendation made to him/her by the Committee on Privilege and Tenure. When the sanction to be imposed involves dismissal or demotion of a tenured Faculty member or lecturer with security of employment, the Chancellor’s recommendation is subject to approval by the President.
5.3.8 The Responsibility of the Complainant

If, in the proceedings described above, it is determined by the Charges Committee that the charges made by the complainant are both groundless and malicious, that finding may serve as the basis for countercharges by the accused because harassment or ill-usage of another member of the University community is a violation of the Faculty Code. If the Committee on Privilege and Tenure then makes a finding on behalf of the accused, it shall report its findings to the Chancellor and recommend an appropriate sanction. Just as in Section 7 above.

5.3.9 Complaints brought forth by a Student or Students

The Faculty Code, Part II A, recognizes that a Faculty member may exhibit improper conduct in teaching and in relations with students. It is therefore possible that complaints may be filed by a student or students on these or other grounds. In such a case, Sections 2 through 8 of these Procedures shall be followed, except that all student complaints shall remain anonymous until the matter reaches the Charges Committee. Further, should the allegations of the signed original complaint be shown to be groundless and malicious, there will be a second variance. In that case the Committee on Privilege and Tenure shall forward to the Student Conduct Committee its recommendation that sanctions be considered.

5.3.8 Imposition of Disciplinary Sanction

The authority to impose disciplinary sanctions and the procedures for imposition of sanctions are detailed in the University Policy on Faculty Conduct and the Administration of Discipline, (APM-016, Section II – Types of Disciplinary Sanctions). The final decision to impose disciplinary sanction shall be made by the Chancellor and shall not be delegated.

If the Chancellor’s decision differs from the findings and recommendation of the Hearing Committee of the Committee on Privilege and Tenure, the Chancellor shall meet with the Hearing Committee prior to reporting the decision to explain the reasons for his or her decision.

Within forty-five days after receiving the findings from the Hearing Committee of the Committee on Privilege and Tenure, the Chancellor shall report his or her decision, in writing, to the Committee on Privilege and Tenure, the Executive Vice Chancellor and Provost, the Dean of the School or College, the Department Chair, the accused Faculty member, and the complainant.

5.3.9 Role of the Complainant

Complainants have a legitimate interest in being kept informed as the process proceeds and, within appropriate parameters, should be able to participate in various stages of the process. In the investigatory stage by the Committee on Charges, the complainant must be willing to meet with the Committee on Charges should that Committee consider such appearance necessary to the investigation. The complainant does not have a right to receive written statements submitted by the accused Faculty member or any other evidence uncovered in the course of the investigation by the Committee on Charges, nor does the complainant have a right to be present when testimony of witnesses is taken.

If it is determined by the Committee on Charges or the Hearing Committee of the Committee on Privilege and Tenure that the allegations brought by the complainant are both groundless and malicious, that finding may serve as a basis for counter charges by the accused Faculty member.
5.3.10 The Case of an Extreme Emergency

If in the judgment of the Chancellor, there is a clear probability that the continued assignment of the complained against Faculty member to regular duties would immediately and seriously endanger the University community or substantially impair the integrity of the academic program, he/she may place the Faculty member on full or partial interim suspension with pay, proceeding immediately to implement the full review procedure as set forth above. Such action does not represent imposition of a disciplinary sanction (cf. Regents' document, p.2).

5.3.10 Provision for Interim Suspension in Extreme Emergency

If in the judgment of the Chancellor there is a high probability that the continued assignment of a Faculty member to regular duties will be immediately and seriously harmful to the University community, the Chancellor may place the Faculty member on full or partial interim suspension with full pay. Such a suspension is a precautionary action and not a form of discipline. Before imposing such an interim suspension, the Chancellor shall, to the extent feasible under the circumstances in the individual case, consult with the chairs of the Committee on Charges and the Committee on Privilege and Tenure. The Chancellor shall promptly provide the Faculty member with a written statement of the reason for such suspension and shall promptly refer the matter to the Committee on Privilege and Tenure. The Committee on Privilege and Tenure shall promptly provide an opportunity for a hearing to the Faculty member and report its findings and recommendations with respect to the propriety of the suspension to the Chancellor.

JUSTIFICATION:

The Committee, whose membership included current and former chairs of the Academic Senate committees on Charges and Privilege and Tenure, proposes the changes to clarify the channels through which allegations against a faculty member are to be lodged and to articulate more precisely the steps in the process, in order to reduce ambiguity of interpretation and inconsistency in application of the existing policy. The proposal also incorporates changes in the APM (015 and 016), changes in the University and UCR policies on Integrity in Research and Sexual Harassment, and changes in the system-wide Senate bylaws pertaining to disciplinary cases (SBL 336).

More specifically, these proposed changes do not differ from UC Rules or the APM. Since our bylaws were last amended, the APM 015 and 016 have been modified, as have the UC Senate Bylaws, and our bylaws needed to be brought into compliance. For example, UC Academic Senate Bylaw 336 has been substantially rewritten, with much more detail about how hearings are to be conducted. Thus, rather than rephrase these procedures, we added a reference to SBL 336 as the document guiding how hearing are to be conducted (our proposed 5.3.7).

Second, consistent with procedures on other campuses, the proposed changes refer complainants to the newly written policies on sexual harassment and research misconduct, which have their own investigation routes.

Third, the proposed changes make more explicit (than does UCR's current bylaw appendix 5) the steps and channels for addressing complaints, adding timelines for each step where feasible. Without divulging confidential about particular cases, these proposed changes are suggested by current and former members of UCR's Charges and P&T committees, as a way to address inconsistencies and ambiguities that have arisen in previous cases.

Our first and foremost goal was how to assure that faculty rights were preserved to the greatest extent possible, while still being consistent with the administrative dictates of the APM. Although we carefully reviewed the parallel procedures
on the other UC campuses, we worked to modify our existing procedures and to clarify the language in a way that our committee determined was most appropriate for UCR.

Reviewed by Committee on Charges: October 17, 2006
Reviewed by Privilege and Tenure: October 16, 2006
Reviewed by Rules & Jurisdiction: January 22, 2007
Endorsed by the Advisory Committee: February 12, 2007