Legislative Assembly

Notice of Meeting

Thursday, June 04, 2015
2:00 p.m. - 4:30 p.m.
Faculty Center, California Room
Members of the Academic Senate

Dear Colleagues,

The third meeting of the Legislative Assembly will take place on Thursday, June 4, 2015, from 2-4:30 PM, in the California Room of the Faculty Center. The Legislative Assembly is the one body on campus where all departments are represented, allowing for the broad exchange of ideas and transmission of information. Although each department has formal representation to the Assembly, all members of the Academic Senate are welcome to attend.

The agenda for the meeting has been posted online. You may access the agenda by clicking on this sentence.

I look forward to seeing you at the Legislative Assembly.

Sincerely,

Neal Garrett
Academic Senate Secretary
# Meeting of the Legislative Assembly

## ORDER OF BUSINESS

**Thurs., June 04, 2015 2:00 p.m. – 4:30 p.m.**

*Faculty Center, California Room*

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<thead>
<tr>
<th>Time</th>
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<tr>
<td>2:00 – 2:05</td>
<td>Minutes of April 9, 2015</td>
<td>5</td>
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<td>2:05 – 2:10</td>
<td>Welcome &amp; Brief Announcements – Joel D. Aberbach, Chair, Academic Senate Executive Board Voting Announcement – Neal Garrett, Secretary, Academic Senate</td>
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</tr>
</tbody>
</table>
| 2:10 – 2:15 | Special Orders - Consent Calendar – Joel D. Aberbach, Chair, Academic Senate  
- Revisions to Divisional Senate Regulations 510, 514, and 532 – Changes to Graduate Regulations  
- 2015-16 Committee on Committees Slate  
- Revisions to Bylaws for the School of Nursing  
- Revisions to Bylaws for the Department of World Arts and Cultures | 9    |
| 2:15 – 3:00 | Reports of Standing Committees:  
Graduate Council – Alex Bui, Chair  
- Appendix V Request – Near Eastern Languages and Cultures and Islamic Studies IDP  
  - Discontinue the Islamic Studies IDP;  
  - Transfer the IDP’s degree programs (M.A., C.Phil., Ph.D.) and courses to the Department of Near Eastern Languages and Cultures;  
  - Discontinue the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program; and  
  - Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies” and combine with the two courses being transferred from the IDP.  
  - Appendix V Request – Moving Image Archive Studies Interdepartmental Degree Program (MIAS IDP)  
  - Proposal and Appendix V Request – Herb Alpert School of Music and the School of The Arts and Architecture  
  - Proposed Revisions to Senate Bylaw 155 – Mail or Electronic Ballots on Issues | 56   |
<p>| 3:05 – 3:10 | Election Results Announcement – Neal Garrett, Secretary, Academic Senate | 150  |
| 3:10 – 3:15 | New Business                                                           |      |</p>
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<tr>
<th>XI.</th>
<th>3:15 – 4:00</th>
<th>Other Announcements –</th>
</tr>
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<tbody>
<tr>
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<td>• Presentation and Gold Shield Award Announcement – Gene Block, Chancellor</td>
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<tr>
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<td>• Award Recipient Announcements - Joel D. Aberbach, Chair, Academic Senate</td>
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<tr>
<td>XII.</td>
<td>4:00 – 4:30</td>
<td>Award Recipient Reception</td>
</tr>
</tbody>
</table>

Neal Garrett, Secretary – June 4, 2015
Agenda items for the Legislative Assembly deemed non-controversial by the Chair, in consultation with the Secretary and the chairs of the committees concerned, may be placed on the Consent Calendar. Approval of all Consent Calendar items requires a single unanimous vote at the Assembly meeting; however, at the request of any Assembly member, any Consent Calendar item must be withdrawn and considered in its regular order on the agenda [from Bylaw 140(a)(2)].
### I. MINUTES OF NOVEMBER 20, 2014

**CHAIR JOEL ABERBACH**

A motion was made and seconded without objection to approve the minutes of the February 5, 2015 Legislative Assembly Meeting.

### II. WELCOME & BRIEF ANNOUNCEMENTS

**CHAIR JOEL ABERBACH**

Chair Aberbach deferred his announcements to the latter half of the meeting.

### III. OTHER ANNOUNCEMENTS

**EVCP WAUGH & AVC COPELAND-MORGAN**

- Presentation by Executive Vice Chancellor & Provost, Scott L. Waugh
  - EVC Waugh provided updates on various items:
    - President Napolitano continues negotiations with Governor Brown regarding the budget of the UC System. The discussions include tuition levels and overall cost structures of the University. Governor Brown regularly takes the position that the UC System can operate more efficiently and at a lower cost. Department of Finance staffers have made regular visits to various campuses to better understand the functions and processes of the UC. Administration is looking forward to the May Revision to see how the budget will develop.
    - Professor Jerry Kang of the UCLA Law School recently appointed as the Vice Chancellor for Equity, Diversity, and Inclusions.
    - EVC Waugh urged all senate faculty to vote on the undergraduate Diversity Requirement in the College.
    - Executive Search Committees are working on identifying a candidate for the Dean of the Law School. With the scheduled departures of Jack Powazek and Glyn Davies, search committees will be formed to replace both positions.

Representatives asked the following questions:
- What are the objectives of the upcoming retreats? EVC Waugh indicated that the most recent was the budget retreat which discussed elements of the Centennial Campaign. Future retreats will focus on developing strategic planning initiatives.
- What is the current status of the campus middle and high school for children of faculty and staff? Certain experts in school development have been hired to identify a site for the school, develop the curriculum, and how it will be integrated with the campus. The current goal is Fall of 2016 for the schools to be established.
Comments were requested regarding the leadership changes in the School of Medicine. The resignation of Vice Chancellor of Health Sciences and Dean of the School of Medicine, Eugene Washington and Chief Executive Officer of the UCLA Hospital System and Associate Vice Chancellor, David Feinberg, required extensive negotiations with the Office of the President about how to make the replacement appointments. Tremendous pressure from Faculty, Donors, and the regents required a quick appointment. Dr. John Mazziotta was appointed as Vice Chancellor & Dean and as President of the Health System. Dr. Feinberg’s position will filled via a search committee. A committee has been formed to investigate the separation of the Vice Chancellorship and the Deanship to create two separate positions in consultation with the four School of Medicine FECs. This would create an academic Dean dedicated to the School of Medicine. An interim dean will likely be announced within the next few months and then a formal search committee will be established.

- Presentation by Associate Vice Chancellor, Enrollment Management, Youlonda Copeland-Morgan
  - AVC Copeland-Morgan’s presentation covered the following subjects:
    - Faculty Policy – the UC Board of Regents has delegated responsibility for admissions to the faculty with undergraduate admissions policy determined by the Board of Admissions and Relations with Schools governed by the UC Academic Senate. Any faculty proposed policy must be endorsed by the Academic Senate and the UC Board of Regents. Local admissions committees such as UCLA’s Committee on Admissions and Relations with Schools can design campus specific policies consistent with the UC wide policies. CUARS also monitors implementation of local policies.
    - Eligibility versus Selection – UC Transfers are required to have a minimum number of units within a certain course pattern and be in Junior-Level standing with a minimum GPA of 2.4 or higher. Within UCLA, each school or major also has specific requirements with a minimum 3.2 GPA. Certain schools require supplemental materials depending on their specific requirement. UCLA admits by major with a Holistic Review Process.
    - UCLA Holistic Review / Supplemental Application – comprised of academic accomplishments, personal achievements, and personal statement. Academic accomplishments involve GPA, transferable units, course patterns, and completion of major prerequisites. Personal achievements involve likely contribution to the campus, employment or responsibilities, school and community involvement, special talents, leadership and initiative, as well as personal background and experience.
    - UCLA Transfer Alliance Program (TAP) – students in the TAP program must complete the Honors Programs at their school and is specific to only certain majors in the College of Letters and Science.
  - Representatives asked the following questions:
    - How does the final performance of transfers compare to freshman? Transfers graduate at a higher rate because they come in prepared and without some of the distractions that freshman normally face.
IV. SPECIAL ORDERS – CONSENT CALENDAR

A motion was made and seconded without objection to approve the following items presented on the consent calendar:

- 2013-14 Annual Reports
  o Committee on Diversity and Equal Opportunity (CODEO)
  o Faculty Welfare Committee (FWC)
  o Emeriti Affairs Committee (EAC)
  o Committee on Undergraduate Admissions and Relations with Schools (CUARS)
  o Committee on Instruction and Technology (CIT)
  o Committee on Continuing and Community Education (CCCE)
  o Committee on International Education (CIE)

- 2014-15 Committee on Committee Revised Slate

- New Degree / Designation
  o Master of Social Science
    *Committee on Rules and Jurisdiction Regulation Approval received 4/4/15
  o Master of Applied Statistics
    *Committee on Rules and Jurisdiction Regulation Approval received 4/4/15

- Senate Bylaw Revision
  o Committee on Diversity and Equal Opportunity (CODEO) – Bylaw 80.2

V. REPORTS OF SPECIAL COMMITTEES

N/A

VI. REPORTS OF STANDING COMMITtees

UNDERGRADUATE COUNCIL
CHAIR JAMES GOBER

INFORMATION

- Undergraduate Council – Appendix V Requests

Undergraduate Council Chair Jim Gober presented motions to approve the appendix V actions for the following items:
  • Department of Earth, Planetary, and Space Sciences’ request to disestablish, consolidate, and update department majors
  • Economics request to discontinue the Economics/International Area Studies B.A.
Both motions were seconded without objection. All members voted unanimously in favor of the motions to approve the appendix V actions.

VII. PETITIONS OF STUDENTS

N/A

VIII. UNFINISHED BUSINESS

N/A

IX. UNIVERSITY AND FACULTY WELFARE

CHAIR JOEL ABERBACH

- Updates on UC and Campus Issues
  • The committee of two consisting of UC President Janet Napolitano and Governor Jerry Brown continue to have discussions regarding the UC System as well as the budgetary needs of the UC. Much of the Governor’s focus is on making the UC more efficient and
create opportunities for streamlining processes. Transfer streamlining is one of the concerns also being discussed in order to make the transition from the Community College system into the UC system easier and more effective.

- Discussions are taking place about possibly establishing a UC Care HMO which will replace the Health Net HMO. The changes are expected to take effect in 2016 and will likely be administered by Health Net.
- James A. Chalfant is the chair-elect of the UC Senate.
- The vote for the undergraduate Diversity Requirement in the College is currently still open. The final vote count will be posted on the Senate website once voting has closed on Friday, April 10, 2015.

<table>
<thead>
<tr>
<th>X. NEW BUSINESS</th>
<th>CHAIR JOEL ABERBACH</th>
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<tbody>
<tr>
<td>None</td>
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</tbody>
</table>

The meeting was adjourned at 3:25pm.
May 15, 2015

To: Joel Aberbach, Chair
    Academic Senate
    Los Angeles Division

    Alex Bui, Chair
    Graduate Council

From: Linda Bourque, Chair
    Rules & Jurisdiction

Re: Regulations 510, 514 and 532

The Committee on Rules and Jurisdiction has reviewed the amendments to Regulations 510, 514, and 532, and finds them consistent with the Code of the Academic Senate.

cc: Jason Throop, Committee on Rules & Jurisdiction
    James Crall, Committee on Rules & Jurisdiction
    Linda Mohr, CAO, Academic Senate
    Serge Chenkerian, MSO, Academic Senate
    Kyle Cunningham, Committee Analyst, Academic Senate
    Marian Olivas, Committee Analyst, Academic Senate
    Alex Bui, Chair, Graduate Council
    April de Stefano, Director of Academic Services, Graduate Division
    Robin Garrell, Vice Provost and Dean of Graduate Education
Dear Joel and Linda,

At its meeting on May 1, 2015, the Graduate Council reviewed and unanimously approved changes to Divisional Senate regulations 510, 514 and 532. I am submitting the proposal to the Executive Board for its consideration and to the Committee on Rules & Jurisdiction (CR&J) for its formal review of the proposed changes. Unless CR&J has outstanding questions or concerns, I respectfully ask CR&J to provide notification of its approval to the Executive Board no later than Thursday, May 21st, so that the changes can be considered by the Legislative Assembly at its meeting on June 4, 2015.

The reasons and justification for the proposed changes are as follows:

**Regulation 510**

Regulation 510 describes the culminating requirement for students enrolled in Master’s degree programs. The successful completion of this and all other degree requirements constitutes the basis for awarding the Master’s degree. System-wide Senate regulations delegate to the Divisions authority to define the nature of the culminating requirement and how it will be evaluated. The System-wide Coordinating Committee on Graduate Affairs (CCGA) reviews proposals for new graduate degrees and classifies master’s degrees as either “Plan I” or “Plan II” in its instructions for new proposals. As noted in the attached table, Section C of Divisional Regulation 510 is no longer consistent with current practices. It describes the “Comprehensive Examination” plan, but does not enumerate the other options currently offered under that category. In fact, many graduate programs require either an individual or group project, or they allow students to choose between a project and an exam. The proposed revisions to 510.(C) aim to accomplish the following:
• “Plan II” would be renamed the “Capstone Plan,” which is consistent with the CCGA language and with the analogous regulation at UCSC to more accurately capture the breadth of options available to master’s candidates at UCLA.

• The language articulates the expectation that work toward capstone projects should be done within an established course rubric, to ensure that the student receives academic credit for his/her work and that it will be evaluated accordingly. The enrollment requirement also provides a mechanism to recognize and document the mentoring efforts of faculty.

• The language codifies the expectation that the work of each individual contributor to a group project should be evaluated on its own merits as the basis for determining whether the individual has fulfilled the capstone requirement for the degree.

• The language of the first paragraph has been edited for clarity and to reflect that theses (and dissertations) are now filed electronically.

Regulation 514

The Graduate Division ceased administering language examinations many years ago. The proposed revision brings the regulation into alignment with current practice.

Regulation 532

As noted above with respect to Regulation 510, the language of Regulation 532 has been edited for clarity and to reflect that dissertations are now filed electronically.

I hope that you find these changes straight-forward and worthy of CR&J’s approval so that divisional regulations more accurately reflect the nature of graduate education at UCLA. Of course, if you have any questions or require additional information please do not hesitate to contact me.

Sincerely,

Alex Bui, Chair
Graduate Council

Cc: Serge Chenkerian, MSO, Academic Senate
    Kyle Cunningham, Committee Analyst, Graduate Council
    April de Stefano, Director of Academic Services, Graduate Division
    Robin Garrell, Vice Provost and Dean of Graduate Education
    Marian McKenna Olivas, Committee Analyst, CR&J
    Linda Mohr, CAO, Academic Senate
## Attachment 1: Graduate Council's Proposed Changes to Senate Regulations:

<table>
<thead>
<tr>
<th>Regulation</th>
<th>Current</th>
<th>Proposed</th>
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<tbody>
<tr>
<td>510</td>
<td>Thesis or Comprehensive Examination. At the option of the major department, master's programs may be offered under either the thesis or comprehensive examination plan.</td>
<td>Thesis or Comprehensive Examination Capstone Plan. At the option of the major department, master's programs may be offered under either the thesis or comprehensive examination the capstone plan.</td>
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<tr>
<td>510.(A)</td>
<td>Under either plan, requirements for the M.A. and M.S. degrees shall be determined by the departments, subject to approval by the Graduate Council. The minimum course requirements shall be the same for both the thesis and comprehensive examination plans. These requirements must include a minimum of 9 upper division and graduate level courses (the equivalent of 4 quarter units each), of which at least 5 must be graduate level (200 series or, with the approval of the Graduate Council, individual study or research courses in the 500 series). Individual departments shall specify the number of 500 series courses that may, with the approval of the Graduate Council, apply toward the divisional or the departmental minimum course requirements for Master's degrees. Departments shall specify also the number of times an individual student may enroll in any one of these courses.</td>
<td>Under either plan, requirements for the M.A. and M.S. degrees shall be determined by the departments, subject to approval by the Graduate Council. The minimum course requirements shall be the same for both the thesis and comprehensive examination capstone plans. These requirements must include a minimum of 9 upper division and graduate level courses (the equivalent of 4 quarter units each), of which at least 5 must be graduate level (200 series or, with the approval of the Graduate Council, individual study or research courses in the 500 series). Individual departments shall specify the number of 500 series courses that may, with the approval of the Graduate Council, apply toward the divisional or the departmental minimum course requirements for Master's degrees. Departments shall specify also the number of times an individual student may enroll in any one of these courses.</td>
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<tr>
<td>510.(B)</td>
<td>For those departments offering degrees other than the M.A. and M.S., the same minimum requirements will apply except that the 5 graduate courses may be in the 200 and/or 400 series.</td>
<td>No change</td>
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<tr>
<td>510.(C)</td>
<td>Under the Thesis Plan, the subject of the thesis must be approved by the student's major department (or by the committee responsible for an interdepartmental degree program) and by the faculty member who will direct the work of the thesis. A Committee of three faculty members recommended by the department and appointed by the Dean of the Graduate Division shall pass upon the merits of the master's thesis. The approved thesis,</td>
<td>Under the Thesis Plan (Plan I), the subject of the thesis students complete a thesis, the subject of which must be approved by the student's major department (or by the committee responsible for an interdepartmental degree program) and by the faculty member who will direct the work of the thesis work. A Committee of three faculty members recommended by the department and appointed by the Dean of the Graduate Division shall pass upon the</td>
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</table>
prepared in the form prescribed by the Dean of the Graduate Division, is to be filed in the University Library at least two weeks before the commencement at which the degree is to be awarded.

Under the Comprehensive Examination Plan, a comprehensive examination of a type determined by the major department (or by the committee responsible for an interdepartmental degree program) shall be required in place of a thesis. A committee of at least three members appointed by the department will administer and determine satisfactory performance on the final comprehensive examination. The department may prescribe additional courses and/or examinations to evaluate the candidate's capability in his or her field.

merits of the master's thesis. The approved thesis, prepared in the form prescribed by the Dean of the Graduate Division, is to be filed in the University Library at least two weeks before the commencement at which the degree is to be awarded. The master's thesis must be read, evaluated and approved by a committee consisting of no fewer than three members, who are appointed by the Graduate Division in accordance with rules established by the Graduate Council. The approved thesis, prepared in the form prescribed by the Dean of the Graduate Division, is to be filed electronically through the Graduate Division by the published filing deadline of the quarter in which the degree is to be awarded.

Under the Comprehensive Examination Plan, a comprehensive examination of a type determined by the major department (or by the committee responsible for an interdepartmental degree program) shall be required in place of a thesis. A committee of at least three members appointed by the department will administer and determine satisfactory performance on the final comprehensive examination. The department may prescribe additional courses and/or examinations to evaluate the candidate's capability in his or her field.

Under the Capstone Plan (Plan II), students complete a capstone requirement, which may be a comprehensive exam, an individual project or a group project. The major department (or by the committee responsible for an interdepartmental degree program) establishes the type(s) of capstone experience(s) that will satisfy this requirement, subject to approval by the Graduate Council, and is responsible for establishing the mode(s) of evaluation. The capstone requirement must be completed and approved by the end of the academic term in which the candidate expects the degree to be awarded.
and timing of the comprehensive exam must be approved by the faculty of the department or interdepartmental degree program and published in the program requirements. A committee of at least three faculty members appointed by the department (or interdepartmental degree program) will administer and determine satisfactory performance on the comprehensive examination.

**Individual and group projects:** Capstone projects must be completed under a course rubric approved by the Graduate Council. The instructor of record and at least two additional faculty members appointed by the department (or interdepartmental degree program) will determine satisfactory performance on the project. For group projects, there must be a mechanism for identifying and evaluating the contributions of each participating student who is a candidate for the master’s degree.

<table>
<thead>
<tr>
<th>Section</th>
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<tbody>
<tr>
<td>514</td>
<td><strong>Foreign Language Requirements.</strong> Each department shall determine whether a reading knowledge of a foreign language shall be required of candidates for Master's degrees. The examination in all cases is to be administered by the Graduate Division.</td>
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<tr>
<td>532</td>
<td><strong>Dissertations</strong></td>
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<tr>
<td>532.(A)</td>
<td>A dissertation on a subject chosen by the candidate in consultation with his or her department, bearing on the principal field of study and showing ability to make independent investigation, is required of every candidate for Ph.D. degree. In preparing the dissertation, the candidate is guided by members of his or her doctoral committee, who also pass on the merits of the completed dissertation. Approval of the dissertation by members of this committee acting for the Graduate Council is required before the candidate is recommended for the degree. Special emphasis is placed on this requirement, for the Ph.D. degree is</td>
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never awarded merely for the faithful completion of a course of study, however extensive.

| 532.(B) | A minimum of three members of the doctoral committee, including at least two members from the candidate's department and at least one outside member, must read and certify that, in their judgment, the dissertation satisfies the research requirements for the doctoral degree. The certifying subcommittee is selected by unanimous agreement from and by the doctoral committee. | No change |

| 532.(C) | The approved dissertation, prepared in the form prescribed by the Dean of the Graduate Division, is to be filed in the University Library at least two weeks before the commencement at which the degree is to be awarded. | The approved dissertation, prepared in the form prescribed by the Dean of the Graduate Division, is to be filed in the University Library at least two weeks before the commencement at which the degree is to be awarded is to be filed electronically through the Graduate Division by the published filing deadline of the quarter in which the degree is to be awarded. |
Committee on Committees: Slate for 2015-16

To the Academic Senate, Los Angeles Division

The Committee on Committees reports the 2015-16 committee slates and recommends confirmation of the following:

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<th>Department</th>
<th>Term of Service</th>
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<tr>
<td>Feldman, Jack</td>
<td>Neurobiology</td>
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<td>Godwin, Hilary</td>
<td>Environmental Health Sciences</td>
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<tr>
<td>Klessig, Jill</td>
<td>General Internal Medicine</td>
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<td>Kreiman, Jody - CHAIR</td>
<td>Head and Neck Surgery</td>
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<td>Spencer, Melissa</td>
<td>Neurology</td>
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<td>Yarborough, Richard</td>
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<td><strong>Committee on Charges (7 of 8)</strong></td>
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<tr>
<td>Anderson, Christopher</td>
<td>Mathematics</td>
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<td>Blank, David</td>
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<td>Gundersen, Cameron</td>
<td>Molecular and Medical Pharmacology</td>
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<td>Lavretsky, Helen</td>
<td>Psychiatry and Biobehavioral Sciences</td>
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<td>Messadi, Diana</td>
<td>Dentistry</td>
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<tr>
<td>Spillenger, Clyde</td>
<td>Law</td>
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<tr>
<td><strong>Committee on Continuing and Community Education (7 of 8-10)</strong></td>
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<tr>
<td>Brown, Arleen</td>
<td>Medicine</td>
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<tr>
<td>Caldwell, John</td>
<td>Film, Television, and Digital Media</td>
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<tr>
<td>Escarce, Jose</td>
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<tr>
<td>Gomez, Kimberley</td>
<td>Education</td>
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<tr>
<td>Lynch, Christopher S.</td>
<td>Mechanical and Aerospace Engineering</td>
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<tr>
<td>Mahendra, Shaily - CHAIR</td>
<td>Civil and Environmental Engineering</td>
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<td>Prelip, Michael</td>
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<td><strong>Committee on Development (4 of 7)</strong></td>
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<td>Behdad, Ali</td>
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<td>Boyle, Barbara</td>
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<td>Hevener, Andrea</td>
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<tr>
<td>Stanish, Charles</td>
<td>Anthropology</td>
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<tr>
<td><strong>Committee on Diversity and Equal Opportunity (9 of 9)</strong></td>
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<tr>
<td>Browner, Tara</td>
<td>Ethnomusicology &amp; American Indian Studies</td>
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<tr>
<td>Dell’Angelica, Esteban</td>
<td>Human Genetics</td>
<td>2</td>
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### 2015-16 Standing Committee Slate

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<th>Term of Service</th>
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<td>Hunt, Darnell</td>
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<td>Lopez, Marissa</td>
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<td>Mitchell-Kernan, Claudia</td>
<td>Anthropology &amp; Psychiatry</td>
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<td>Segura, Tatiana</td>
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<td>Sternini, Catia</td>
<td>Medicine and Neurobiology</td>
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<tr>
<td>Thornton, Russell - CHAIR</td>
<td>Anthropology</td>
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<tr>
<td><strong>Committee on Emeriti Affairs (6 of 5)</strong></td>
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<tr>
<td>Bergman, Paul</td>
<td>Law</td>
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<td>Jacoby, Sanford</td>
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<td>Mellor, Anne</td>
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<tr>
<td>Taylor, Anna - CHAIR</td>
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<td>Weiss, Richard</td>
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<td><strong>Committee on Faculty Research Lectureship (7 of 7-10)</strong></td>
<td></td>
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<tr>
<td>Banerjee, Utpal</td>
<td>Molecular, Cell and Developmental Biology</td>
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<tr>
<td>Detels, Roger</td>
<td>Epidemiology</td>
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<tr>
<td>Jacob, Margaret</td>
<td>History</td>
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<tr>
<td>Lake, James</td>
<td>Molecular, Cell and Developmental Biology</td>
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<tr>
<td>Ruiz, Teofilo - CHAIR</td>
<td>History &amp; Spanish and Portuguese</td>
<td>3</td>
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<tr>
<td>Schopen, Gregory</td>
<td>Asian Languages and Cultures</td>
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<tr>
<td>Stone, Katherine</td>
<td>Law</td>
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<tr>
<td><strong>Committee on Faculty Welfare (3 of 8)</strong></td>
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<tr>
<td>Lippman, Steven</td>
<td>Management</td>
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<td>Lopez, David</td>
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<tr>
<td>Tillou, Areti</td>
<td>Surgery</td>
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<tr>
<td><strong>Committee on Instruction and Technology (3 of 4)</strong></td>
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<tr>
<td>Goldberg, Robert</td>
<td>Molecular, Cell and Developmental Biology</td>
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<td>Tangherlini, Timothy - CHAIR</td>
<td>Scandinavian Section</td>
<td>2</td>
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<td>Wu, Yingnian</td>
<td>Statistics</td>
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<tr>
<td><strong>Committee on Intercollegiate Athletics (3 of 5)</strong></td>
<td></td>
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<tr>
<td>Koehler, Carla - CHAIR</td>
<td>Chemistry and Biochemistry</td>
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<td>Chang, Mitchell</td>
<td>Education</td>
<td>3</td>
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<tr>
<td>Minor, Thomas</td>
<td>Psychology</td>
<td>2</td>
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<tr>
<td><strong>Committee on International Education (4 of 5)</strong></td>
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<tr>
<td>Ayala, Cesar</td>
<td>Sociology</td>
<td>3</td>
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<tr>
<td>Cheung, King-Kok</td>
<td>English and Asian American Studies</td>
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<tr>
<td>Membership</td>
<td>Department</td>
<td>Term of Service</td>
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<tr>
<td>Glik, Deborah</td>
<td>Community Health Sciences</td>
<td>2</td>
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<tr>
<td>Park, Kyeyoung</td>
<td>Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Committee on Library and Scholarly Communication (5 of 9)**

- Colicelli, John      Biological Chemistry       | 2           |
- Keyes, Cheryl         Ethnomusicology           | 2           |
- Russell, Arlene       Chemistry and Biochemistry | 2           |
- Sabeau, David         History                   | 3           |
- Sobel, Eric           Human Genetics            | 2           |

**Committee on Privilege & Tenure (7 of 7)**

- Black, Charlene Villasenor Art History        | 2           |
- Bostrom, Kristina - CHAIR Medicine - Cardiology | 4           |
- Cochran, Alistair     Pathology and Laboratory Medicine | 2           |
- Erickson, Christopher Management                | 3           |
- Greenberg, Mark       Law                       | 3           |
- Jewett, Anahid        Dentistry                 | 2           |
- Potkonjak, Miodrag    Computer Science          | 3           |

**Committee on Rules & Jurisdiction (3 of 3)**

- Bourque, Linda - CHAIR Community Health Sciences | 2           |
- Crall, James          Dentistry                 | 2           |
- Throop, C. Jason      Anthropology             | 3           |

**Committee on Teaching (6 of 9)**

- Arisaka, Katsushi Physics and Astronomy & Electrical Engineer | 3           |
- Brand, Jennie        Sociology                  | 3           |
- Carlson, Ann         Law                        | 1           |
- Courhey, Albert      Chemistry and Biochemistry | 2           |
- Crosbie-Watson, Rachelle Integrative Biology and Physiology | 3           |
- Miller, Lee Todd     Pediatrics                 | 2           |

**Committee on Undergraduate Admissions and Relations with Schools (8 of 8)**

- Carpenter, Ellen Psychiatry and Biobehavioral Sciences | 2           |
- Lau, Anna           Psychology                 | 2           |
- Reber, Sarah         Public Policy             | 3           |
- Romero, Robert Chao  Chicana and Chicano Studies   | 3           |

**Council on Academic Personnel (10 of 14)**

- Brown, Stuart        Physics and Astronomy       | 3           |
- Carbado, Devon       Law                        | 2           |
- Ganz, Patricia       Medicine/Health Policy and Management | 2           |
- Hahn, Bevra          Medicine - Rheumatology    | 2           |
<table>
<thead>
<tr>
<th>Membership</th>
<th>Department</th>
<th>Term of Service</th>
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<tbody>
<tr>
<td>Mamber, Stephen</td>
<td>Film, Television and Digital Media</td>
<td>2 of 2</td>
</tr>
<tr>
<td>North, Michael</td>
<td>English</td>
<td>3</td>
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<tr>
<td>Philipson, Kenneth</td>
<td>Physiology</td>
<td>4</td>
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<tr>
<td>Rigby, David</td>
<td>Geography</td>
<td>3</td>
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<tr>
<td>Trueman, Brett</td>
<td>Management</td>
<td>5</td>
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<tr>
<td>Vinters, Harry</td>
<td>Pathology and Laboratory Medicine</td>
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**ClinCAP (2 of 4)**

| Cederbaum, Stephen | Pediatrics | 8 |
| Giesser, Barbara | Neurology | 2 |

**Council on Planning and Budget (14 of 16)**

| Ahmadi, Reza | Management | 2 |
| Bakhos, Carol | Near Eastern Languages and Cultures | 2 |
| Brecha, Nick | Neurobiology | 3 |
| Chiappelli, Francesco | Dentistry | 3 |
| Eldredge, Jeff | Mechanical and Aerospace Engineering | 2 |
| Iglehart, Alfreda | Social Welfare | 2 |
| Juvenon, Jaana | Psychology | 1 |
| Lane, Timothy | OBGYN | 2 |
| Laub, Alan | Electrical Engineering | 3 |
| Mason, Thomas | Chemistry and Biochemistry & Physics | 2 |
| Metzner, Walter | Integrative Biology and Physiology | 2 |
| Morris, Sarah | Classics | 3 |
| Smith, Monica | Anthropology | 2 |
| Sweeney, Megan | Sociology | 2 |

**Council on Research (8 of 10)**

| Agnew, John | Geography | 2 |
| Cohen, Mark | Psychiatry and Biobehavioral Sciences | 5 |
| Desjardins, Richard | Education | 1 |
| Gerstel, Sharon | Art History | 3 |
| Havton, Leif | Neurology | 1 |
| Ju, Yonghu | Mechanical & Aerospace Engineering | 1 |
| McHugh, Kathleen | English and Film, Television & Digital Media | 2 |
| Ogawa, Takahiro | Dentistry | 2 |

**Council on Research - Faculty Grants Program Subcommittee (6 of 14)**

<p>| Darby, Michael R. | Management, Economics, and Public Policy | 3 |
| Field, Allyson | Film, Television and Digital Media | 2 |
| Goldman, Andrea | History | 2 |
| Hu, Shen | Dentistry | 2 |
| Jay, Jennifer | Electrical Engineering | 2 |</p>
<table>
<thead>
<tr>
<th>Membership</th>
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<tbody>
<tr>
<td>Lux, Renate</td>
<td>Dentistry</td>
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**Graduate Council (17 of 20)**

<table>
<thead>
<tr>
<th>Membership</th>
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<tbody>
<tr>
<td>Amaraskeare, Priyanga</td>
<td>Ecology &amp; Evolutionary Biology</td>
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<td>Bailey, Alison</td>
<td>Education</td>
<td>3</td>
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<tr>
<td>Bell, Stephen</td>
<td>Geography</td>
<td>2</td>
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<tr>
<td>Bloechl, Olivia</td>
<td>Musicology</td>
<td>2</td>
</tr>
<tr>
<td>Carey, Michael</td>
<td>Biological Chemistry</td>
<td>2</td>
</tr>
<tr>
<td>Cattelino, Jessica - VICE CHAIR</td>
<td>Anthropology</td>
<td>2</td>
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<tr>
<td>Cheng, Patricia</td>
<td>Psychology</td>
<td>3</td>
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<tr>
<td>Chi, Robert</td>
<td>Asian Languages and Cultures</td>
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<tr>
<td>Clubb, Robert</td>
<td>Chemistry and Biochemistry</td>
<td>3</td>
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<tr>
<td>Colwell, Christopher</td>
<td>Psychiatry &amp; Biobehavioral Sciences</td>
<td>3</td>
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<tr>
<td>Dipple, Katrina</td>
<td>Human Genetics</td>
<td>2</td>
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<tr>
<td>Kakoulli, Ioanna - CHAIR</td>
<td>Materials Science and Engineering/ Getty Pro</td>
<td>3</td>
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<tr>
<td>Lunde, Arne</td>
<td>Scandinavian Section/Germanic Languages</td>
<td>3</td>
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<tr>
<td>Vesna, Victoria</td>
<td>Design Media Arts</td>
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<tr>
<td>Vroon, Ronald</td>
<td>Slavic, East European, and Eurasian Language</td>
<td>3</td>
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<td>Waldinger, Roger</td>
<td>Sociology</td>
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<td>Wendrich, Willeke</td>
<td>Near Eastern Languages and Cultures</td>
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**Grievance Advisory Committee (4 of 5)**

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<th>Membership</th>
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<tr>
<td>Norberg, Kathryn - CHAIR</td>
<td>History and Gender Studies</td>
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<tr>
<td>Banner, Stuart</td>
<td>Law</td>
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<tr>
<td>Korf, Richard</td>
<td>Computer Science</td>
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<td>Kornblum, Harley</td>
<td>Psychiatry &amp; Biobehavioral Sciences</td>
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**Undergraduate Council (12 of 21)**

<table>
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<tbody>
<tr>
<td>Alfaro, Michael</td>
<td>Ecology and Evolutionary Biology</td>
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<td>Chism, Christine</td>
<td>English</td>
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<tr>
<td>Derby, Robin</td>
<td>History</td>
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<tr>
<td>Gillespie, Thomas</td>
<td>Geography</td>
<td>3</td>
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<tr>
<td>Gober, James - CHAIR</td>
<td>Chemistry and Biochemistry</td>
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<tr>
<td>Kavner, Abby</td>
<td>Earth, Planetary, and Space Sciences</td>
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<tr>
<td>Maliski, Sally</td>
<td>Nursing</td>
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<td>Mukudi Omwami, Edith</td>
<td>Education</td>
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<tr>
<td>Niemann, Christoph</td>
<td>Physics and Astronomy</td>
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<tr>
<td>Phillips, David</td>
<td>History</td>
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<tr>
<td>Taciroglu, Ertugrul - VICE CHAIR</td>
<td>Civil and Environmental Engineering</td>
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<td>Winter, Robert</td>
<td>Music</td>
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**Undergraduate Council - Honors, Awards and Prizes Subcommittee (4 of 8)**

<table>
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<th>Membership</th>
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<td>Jewett, Anahid</td>
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<td>Membership</td>
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<tr>
<td>Lesure, Richard</td>
<td>Anthropology</td>
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<td>Thomas, Arvind</td>
<td>English</td>
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<tr>
<td>Walker, David</td>
<td>Integrative Biology and Physiology</td>
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</table>

An update to this slate will be presented at the Fall 2015 Legislative Assembly meeting.

Respectfully submitted,

2014-15 Committee on Committees:
Guillaume Chanfreau, Chemistry and Biochemistry
Mansour Eghbali, Anesthesiology
Kym Faull, Psychiatry and Biobehavioral Sciences
Lillian Gelberg, Family Medicine
Antoinette Gomes, Radiological Sciences
Joanna Jen, Neurology - CHAIR
Eleanor Kaufman, Comparative Literature
Pirouz Kavehpour, Mechanical and Aerospace Engineering
Gregory Leazer, Information Studies
Helga Leitner, Geography
Francoise Lionnet, French and Francophone Studies
Thomas Minor, Psychology
Joseph Nagy, English - VICE CHAIR
Ichiro Nishimura, Dentistry
Chon Noriega, Film, Television and Digital Media
Francisco Ramos-Gomez, Dentistry
Catia Sternini, Medicine-Gastroenterology
Avanidhar Subrahmanyam, Management

Submitted May 27, 2015
May 22, 2015

To: Barbara Bates-Jensen
School of Nursing

From: Linda Bourque, Chair
Rules & Jurisdiction

Re: Bylaws from the School of Nursing dated April 13, 2015

Assuming the School of Nursing Faculty approves the Bylaws dated April 13, 2015, the Committee on Rules and Jurisdiction finds them consistent with the Code of the Academic Senate.

cc: Jason Throop, Committee on Rules & Jurisdiction
James Crall, Committee on Rules & Jurisdiction
Linda Mohr, CAO, Academic Senate
Serge Chenkerian, MSO, Academic Senate
Marian Olivas, Committee Analyst, Academic Senate
Carolynne Hogg, Council on Academic Personnel
UCLA School of Nursing
Bylaws
4-13-15 Draft
<table>
<thead>
<tr>
<th>EXISTING BYLAWS</th>
<th>PROPOSED NEW BYLAWS</th>
<th>RATIONALE &amp; JUSTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PART I. FUNCTION</strong></td>
<td></td>
<td>NO CHANGES</td>
</tr>
<tr>
<td>1. The Faculty of the School of Nursing shall conduct the government of the School of Nursing subject, however, pursuant to the rules and coordinating powers of the Academic Senate of the University of California, and the Standing Orders of the Regents respecting undergraduate and graduate study.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PART II. MEMBERSHIP</strong></td>
<td></td>
<td>NO CHANGES</td>
</tr>
<tr>
<td>2. Membership in the Faculty of the School of Nursing is defined as members of the Academic Senate by Divisional Bylaw 50(A).</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PART III. OFFICERS</strong></td>
<td></td>
<td>There are no longer functional units within the administrative organizational structure in the School of Nursing.</td>
</tr>
<tr>
<td>3. The Officers of the Faculty shall consist of a Chair, and Vice Chair. The Chair shall be elected by the voting members of the Faculty Spring quarter for a two-year term commencing September 1 and shall be Chair of the Faculty Executive Committee. This election shall precede the appointment of the Standing Committees. Elected representatives of faculty functional units shall not be eligible to run for Faculty Chair. Should the position of Faculty Chair become vacant (e.g. due to illness, resignation, or assignment as Chair of a functional unit) the Faculty shall elect a new Chair to serve out the term of the vacated Chair. The Vice Chair of the Faculty shall be elected for a one year term by the Faculty Executive Committee from its membership.</td>
<td>3. The Officers of the Faculty shall consist of a Chair, and Vice Chair. The Chair shall be elected by the voting members of the Faculty Spring quarter for a two-year term commencing September 1 and shall be Chair of the Faculty Executive Committee. This election shall precede the appointment of the Standing Committees. Elected representatives of faculty functional units shall not be eligible to run for Faculty Chair. Should the position of Faculty Chair become vacant (e.g. due to illness or resignation, or assignment as Chair of a functional unit) the Faculty shall elect a new Chair to serve out the term of the vacated Chair. The Vice Chair of the Faculty shall be elected for a one year term by the Faculty Executive Committee from its membership.</td>
<td></td>
</tr>
<tr>
<td><strong>PART IV. MEETINGS OF THE FACULTY</strong></td>
<td></td>
<td>NO CHANGES</td>
</tr>
<tr>
<td>4. The Faculty shall meet at least once quarterly after a call by the Chair with a minimum of one week's notice prior to each meeting.</td>
<td></td>
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<tr>
<td>5. The Faculty may meet at other times with at least five</td>
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</tbody>
</table>
instructional days' notice, except as provided for in Bylaw 16:
   a) After a call to meeting by the Chair.
   b) After delivery of a written request for a meeting to the FEC Chair, the request must be iv. Signed by at least three voting members of the Faculty.
   ii) Acted on within 24 hours by the scheduling of a meeting to take place within five calendar days from receipt of the request.

6. The Chair of the Faculty will preside at all Faculty meetings. In the absence of the Chair, the Vice Chair will preside at Faculty meetings. Should the Vice Chair also be absent, another member of the FEC will preside.

7. Robert’s Rules of Order (newest edition) shall govern Faculty meetings in all instances.

8. The order of the agenda of Faculty meetings may be altered by vote of two-thirds of the voting Faculty present at the meeting.

9. Actions or measures considered at a meeting of the Faculty must be submitted to a mail ballot when
   a) Requested by 25% of the voting members present at a meeting of the Faculty, or five members, whichever is smaller;
   b) Requested in writing by five Faculty members within ten calendar days after distribution of the minutes of the meeting at which the action was taken or the measure considered.

### PART V. QUORUM

10. One-third of the voting members of the Faculty shall constitute a quorum.

### PART VI. COMMITTEES

11. The Dean or his/her designate is an ex officio member of all committees without vote except as herein designated.

### PART VI. COMMITTEES

11. The Dean or his/her designate is an ex officio member of all committees without vote except as herein designated.
12. The Chair of the Faculty in consultation with the Faculty Executive Committee shall appoint committees of the Faculty for which no other provision has been made or he/she may delegate that responsibility to other faculty committees or subcommittees or Dean as appropriate. Recommendation for committee membership will be obtained from the faculty functional units.

13. Faculty Executive Committee
   a) Membership
      i. Voting membership on the Faculty Executive Committee shall be in conformity with Bylaw 50(B).
      ii. The Chair of the Faculty.
      iii. Chairs of the following Standing Committees:
          1. Curriculum Committee (Chair and Vice Chair)
          2. Faculty Research and Professional Affairs Committee
          3. Student Affairs Committee
          4. Each of these chairs will be elected by the full Academic Senate Faculty for two-year staggered terms.
      iv. A representative from each of the faculty functional units elected by the Academic Senate Faculty in each unit.
      v. The Chair of CAPA shall serve as an ex officio member without vote.
   b) Duties
      i. Advise the Dean on matters concerning the budget.
      ii. Consider matters of substantial departmental concern to the Faculty
<table>
<thead>
<tr>
<th>v.</th>
<th>The Chair of CAPA shall serve as an <strong>ex officio</strong> member without vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Duties</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Advise the Dean on matters concerning the budget.</td>
</tr>
<tr>
<td>ii.</td>
<td>Consider matters of substantial departmental concern to the Faculty with respect to matters delegated to it by the Faculty in the Bylaws or by subsequent action.</td>
</tr>
<tr>
<td>iii.</td>
<td>Coordinate and oversee the business of the Faculty as carried out by the Standing Committees.</td>
</tr>
<tr>
<td>iv.</td>
<td>Receive reports from Standing Committees of the Faculty.</td>
</tr>
<tr>
<td>v.</td>
<td>Have general jurisdiction over the curricular program offerings and conduct of instruction and requirements for degrees as provided in Bylaw 50(D)(5).</td>
</tr>
<tr>
<td>vi.</td>
<td>Present matters to the Faculty for vote as identified by the appropriate Standing Committee or the Faculty Executive Committee.</td>
</tr>
<tr>
<td>vii.</td>
<td>Implement rules and regulations prescribed by the Faculty.</td>
</tr>
<tr>
<td>viii.</td>
<td>Report to the Faculty at least quarterly.</td>
</tr>
</tbody>
</table>

| c) Meetings | |
| --- | NO CHANGES |
| i. | The Faculty Executive Committee shall meet at least once monthly at the call of the Chair of the Committee, or at the written request of a majority of |
its membership.

ii. The Chair of the Faculty will preside at all Faculty Executive Committee meetings. In the absence of the Chair, the Vice Chair will preside. Should the Vice Chair absent another member of the FEC will preside.

d) Quorum
   i. A simple majority of voting members shall constitute a quorum.

e) The FEC will have two (2) subcommittees reporting to it:
   i. Subcommittee on Committees
      a. This subcommittee shall be composed of the Faculty Chair and three Academic Senate Faculty elected in Spring quarter. Each functional unit will elect one person to serve for a one-year term.
         1. The duties of the subcommittee shall be to prepare the slate for Committee Chairs during Spring quarter of the following year,
         2. conduct an election for Committee Chairs and
         3. present a recommended list of Committee members to the Faculty Executive Committee.
   ii. Evaluation Subcommittee
      a. This subcommittee shall be composed of one representative from each of the three instructional programs who are Academic Senate Faculty.
      b. The Chair shall be elected from its
membership for a two-year term.
c. The Associate Dean for Academic Affairs shall serve as an ex officio member without vote.
d. The duties of the subcommittee shall be to oversee evaluation of the programs of instruction, and faculty, students' and alumni professional achievement and satisfaction, to interpret data collected, and to provide feedback to the appropriate committees/persons for decision making.

ii. Evaluation Subcommittee

a. This subcommittee shall be composed of one representative from each of the three-four instructional programs who are Academic Senate Faculty.
b. The Chair shall be elected from its membership for a two-year term.
c. The Associate Dean for Academic Affairs shall serve as an ex officio member without vote.
d. The duties of the subcommittee shall be to oversee evaluation of the programs of instruction, and faculty, students' and alumni professional achievement and satisfaction, to interpret data collected, and to provide feedback to the appropriate committees/persons for decision making.

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>a) Appointment and Tenure of Standing Committees of the Faculty</td>
<td>a) Appointment and Tenure of Standing Committees of the Faculty</td>
<td>There are no longer functional units within the administrative organizational structure in the School of Nursing.</td>
</tr>
<tr>
<td>i. The members of the Standing Committees of the Faculty established herein shall be recommended by the Subcommittee on Committees to the Faculty Executive Committee from the Faculty of the functional units except where herein designated differently. Faculty may be appointed for no more than two consecutive two-year terms to</td>
<td>i. The members of the Standing Committees of the Faculty established herein shall be recommended by the Subcommittee on Committees to the Faculty Executive Committee from the Faculty of the functional units except where herein designated differently. Faculty</td>
<td></td>
</tr>
<tr>
<td>ii. The Chair of each Standing Committee shall be elected by the full Academic Senate Faculty for a two-year term. The Chair may be elected for no more than two consecutive two-year terms. The Chair must be a member of the Academic Senate Faculty.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>iii. Except for the Faculty Executive Committee Chair, all members of Standing Committees of the Faculty will be appointed to two-year staggered terms prior to September 1, to serve a term of two years from September 1, except where herein designated differently.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>iv. Each Standing Committee may appoint such Task Forces as it deems necessary to conduct its business.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>v. All Standing Committees shall include representatives from the major student programs in the School of Nursing except where herein designated differently.</td>
<td></td>
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</tr>
<tr>
<td>vi. Changes in substantial departmental matters and policy that are recommended by Standing Committees to the Faculty Executive Committee will go to faculty functional units for discussion and to the full Faculty for discussion and vote.</td>
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</tbody>
</table>

<p>| may be appointed for no more than two consecutive two-year terms to any one Standing Committee. |
| ii. The Chair of each Standing Committee shall be elected by the full Academic Senate Faculty for a two-year term. The Chair may be elected for no more than two consecutive two-year terms. The Chair must be a member of the Academic Senate Faculty. |
| iii. Except for the Faculty Executive Committee Chair, all members of Standing Committees of the Faculty will be appointed to two-year staggered terms prior to September 1, to serve a term of two years from September 1, except where herein designated differently. |
| iv. Each Standing Committee may appoint such Task Forces as it deems necessary to conduct its business. |
| v. All Standing Committees shall include representatives from the major student programs in the School of Nursing except where herein designated differently. |
| vi. Changes in substantial departmental matters and policy that are recommended by Standing Committees to the Faculty Executive Committee will go to faculty functional units for discussion and to the full Faculty for discussion and vote. |</p>
<table>
<thead>
<tr>
<th>b) Membership and Duties of Standing Committees</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Committee on the Appointments, Promotions and Appraisals (CAPA)</td>
</tr>
<tr>
<td>1. Membership</td>
</tr>
<tr>
<td>a. CAPA will consist of seven (7) elected, tenured faculty members for the purpose of evaluating dossiers, writing summary letters and voting for:</td>
</tr>
<tr>
<td>i. Existing faculty for tenure and promotion</td>
</tr>
<tr>
<td>ii. New hires for rank and tenure</td>
</tr>
<tr>
<td>iii. Fourth year appraisals for Assistant Professors</td>
</tr>
<tr>
<td>iv. Step 6 Reviews for Professorial rank</td>
</tr>
<tr>
<td>v. Full Step accelerations</td>
</tr>
</tbody>
</table>

| 2. Eligible Members for Election (Tenured Faculty Members Only) | NO CHANGE |
a. The seven (7) elected member will be comprised of: three (3) Full-Professors, three (3) Associate Professors and one (1) member from either of the above ranks.

b. Assistant Professors will be involved in the review process on a case-by-case basis in order to help them learn the process and refine skills for future service on the CAPA committee.

c. The Chair of CAPA will be elected by the seven (7) member committee for a two (2)-year term.

3. Term of Service
   a. Length of service on CAPA is two years, beginning July 1.
   b. Special elections will be held as needed to fill vacancies.

4. Meetings
   a. CAPA chair, in consultation with the other committee members, will assign from within this committee appropriate
and eligible faculty members to analyze the dossier and to write the brief summary letter which will be discussed at a closed forum of the CAPA committee.

b. In the event that there is no appropriate expertise existing among the members needed for the scientific appraisal of a faculty member’s dossier, CAPA may request outside consultation and assistance as needed from within the School of Nursing faculty.

c. Prior to a presentation of the faculty dossier to all eligible academic senate members, the CAPA Chair shall call a meeting of the CAPA Committee, and establish a quorum, in order to discuss the dossier and obtain a vote from members to indicate the degree of support for the candidate under review.
<p>| | |</p>
<table>
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<tbody>
<tr>
<td>d.</td>
<td>CAPA voting results shall be reported to the academic senate faculty as a summary vote only (majority/minority).</td>
</tr>
<tr>
<td>e.</td>
<td>The Chair of the CAPA committee, in consultation with committee members, shall call periodic meetings of the eligible Faculty for the purpose of presentation of the CAPA dossier appraisal and the CAPA vote, prior to a ballot vote request from tenured academic senate faculty as made eligible by rank and step.</td>
</tr>
<tr>
<td>f.</td>
<td>For each candidate under consideration, the vote of the academic senate members shall occur by closed and sealed mailed ballot. Only eligible voting members (tenured and of appropriate rank) will be requested to cast ballots (e.g. full Professors shall vote</td>
</tr>
</tbody>
</table>
for candidates progressing in rank to full professorial rank).

g. All eligible voting members will receive a ballot in the campus mail which must be returned completed in ten (10) days.

h. Those choosing not to vote will not be counted in the results.

i. The Chair will call subsequent meetings during the year as needed for consideration of the dossiers of new hires. As described above, the CAPA review of the dossier and vote will be presented prior to the request for a ballot from the eligible senate faculty.

5. Simple Majority

a. All CAPA and full faculty personnel actions shall require a simple majority of eligible voting members.

b. Abstentions, however, shall be duly noted as such, but will not be counted in the
deciding results of the election.

<table>
<thead>
<tr>
<th>ii. Merit Advisory Committee (MAC)</th>
<th>NO CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Purpose and Membership</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>a. Consideration of merit increases, with the exception of requests for full step accelerations, will be evaluated by MAC.</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>b. The MAC will consist of seven (7) elected members from the tenured faculty. They will independently review dossier(s) and make recommendations in writing (brief summary) on merit increases to the Dean.</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>c. The seven (7) elected members will be comprised of:</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>i. Three (3) Full-Professors,</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>ii. Three (3) Associate Professors, and</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>iii. One (1) member from either of the above ranks</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>d. The Chair shall be elected from its membership for a two (2)-year term.</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>2. Term of Service</td>
<td>NO CHANGE</td>
</tr>
<tr>
<td>a. Length of service on the MAC is two years, beginning July 1.</td>
<td>NO CHANGE</td>
</tr>
</tbody>
</table>
b. Special elections will be held as needed to fill vacancies.

iii. Curriculum Committee
1. This committee shall be composed of ten individuals: the chair and vice chair and two who teach in the baccalaureate program, two who teach in the Masters Advanced Practice program, two who teach in the Masters Entry into Practice program, and two who teach in the Doctoral Program. The Chair and Vice Chair shall be elected by the full Academic Senate Faculty for a two-year term. The Chair, Vice Chair and at least six of the eight other members must be Academic Senate Faculty. The Associate Dean for Academic Affairs shall serve as an ex officio member without vote. The duties of the committee shall be to monitor curricular matters, changes in courses, instruction and degree requirements; to oversee comprehensive and qualifying exams; to recommend cognate courses and student advisors for doctoral students; and to recommend policies regarding the programs.

iv. Faculty Research and Professional Affairs

iv. Faculty Research and Professional Affairs
There are no longer
<table>
<thead>
<tr>
<th>Committee</th>
<th>Affairs Committee</th>
<th>Student Affairs Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. This committee shall be composed of two Academic Senate Faculty representatives from each of the faculty functional units and one non-Academic Senate Faculty representative. The Chair shall be elected by the full Academic Senate Faculty for a two-year term. The Associate Dean for Research shall serve as an <em>ex officio</em> member without vote. Student representatives shall not be included. The duties of the committee shall be to develop recommendations regarding faculty compensation plan, to monitor development and progress of faculty mentoring, to monitor policies and procedures for peer evaluation of teaching, to coordinate research efforts in the school through review of internal School of Nursing grant proposals, to develop seed money funding, to fund proposals with seed money, and to review outcomes of grants funded internally.</td>
<td>1. This committee shall be composed of two Academic Senate Faculty representatives from each of the faculty functional units and one non-Academic Senate Faculty representative. The Chair shall be elected by the full Academic Senate Faculty for a two-year term. The Associate Dean for Research shall serve as an <em>ex officio</em> member without vote. Student representatives shall not be included. The duties of the committee shall be to develop recommendations regarding faculty compensation plan, to monitor development and progress of faculty mentoring, to monitor policies and procedures for peer evaluation of teaching, to coordinate research efforts in the school through review of internal School of Nursing grant proposals, to develop seed money funding, to fund proposals with seed money, and to review outcomes of grants funded internally.</td>
<td>1. This committee shall be composed of two faculty representatives,</td>
</tr>
<tr>
<td>v. Student Affairs Committee</td>
<td>v. Student Affairs Committee</td>
<td>The School of Nursing no longer has an Assistant Dean for functional units within the administrative organizational structure in the School of Nursing.</td>
</tr>
</tbody>
</table>
including at least one Academic Senate member, who teaches in that program: baccalaureate, Masters Entry into Practice, doctoral and individual specialties in the Advanced Practice Nursing Master’s programs. At least one non-Academic Senate Faculty representative will be a member. The Chair shall be elected by the full Academic Senate Faculty for a two-year term. The Assistant Dean for Student Affairs shall serve as an ex officio member without vote. Student representatives shall not be included. The duties of the committee shall be to select students for admission to the baccalaureate, masters and doctoral programs, to review student candidates for awards, honors and scholarships, to make decisions and/or recommendations to appropriate funding bodies for recipients of awards, honors and scholarships, and to oversee all matters related to recruitment, progression and retention of students.

representatives, including at least one Academic Senate member, who teaches in that program: baccalaureate, Masters Entry into Practice, doctoral and individual specialties in the Advanced Practice Nursing Master’s programs. At least one non-Academic Senate Faculty representative will be a member. The Chair shall be elected by the full Academic Senate Faculty for a two-year term. The Assistant Dean for Student Affairs shall serve as an ex officio member without vote. Student representatives shall not be included. The duties of the committee shall be to select students for admission to the baccalaureate, masters and doctoral programs, to review student candidates for awards, honors and scholarships, to make decisions and/or recommendations to appropriate funding bodies for recipients of awards, honors and scholarships, and to oversee all matters related to recruitment, progression and retention of students.

Student Affairs. The Associate Dean for Academic Affairs oversees student affairs and thus, will sit on this committee as an ex officio member with no vote.
PART VII. BALLOT VOTING

15. Ballot voting shall occur in the event of Voting for New Hires, Curricular Changes, Committee Chairs, and Sub-Committee on Committees.

a. Voting for New Hires
   i. The Dean’s Office shall construct and issue a ballot vote for new hires.
   ii. After the ballot is distributed, faculty shall have ten (10) days to respond.
   iii. A simple majority of eligible academic senate members voting as advisory vote to the Dean on said issue.

b. Voting for Curricular Changes
   i. Upon receipt of curricular changes from the appropriate program committees by December 1, the FEC Chair in consultation with the FEC shall issue a ballot to faculty members by February 1 for any changes for the subsequent Fall quarter.

c. Sub-Committee on Committees
   i. FEC Chair in consultation with the FEC shall issue a ballot to faculty members for election of one member from each section.

   d. A simple majority of eligible academic senate members voting on said issue will constitute a carrying vote.

d. Committee Chairs
   i. The FEC Chair in consultation with FEC shall issue a ballot to faculty members for election of all Standing committee chairs except the CAPA committee and the Merit review committee.

   ii. A simple majority of eligible academic senate members voting on said issue will constitute a carrying vote.

There are no longer functional units (sections) within the administrative organizational structure in the School of Nursing.
faculty members for election of all Standing committee chairs except the CAPA committee and the Merit review committee.

ii. A simple majority of eligible academic senate members voting on said issue will constitute a carrying vote.

<table>
<thead>
<tr>
<th>PART VIII. SUSPENSION OF RULES</th>
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<tbody>
<tr>
<td><strong>16.</strong> The rules of the Faculty may be suspended by vote of the Faculty, provided that not more than thirty percent of voting members present object to such suspension.</td>
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</table>

<table>
<thead>
<tr>
<th>PART IX. AMENDMENT OF BYLAWS</th>
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<tbody>
<tr>
<td><strong>17.</strong> The foregoing Bylaws may be added to amended, or repealed at any regular or special meeting by a two-thirds vote of all the voting members present provided that written notice of amendment shall have been sent to each member of the Faculty at least five working days previous to the meeting at which the amendment is to be moved. No amendment shall be made that is inconsistent with legislation of the Academic Senate.</td>
</tr>
</tbody>
</table>

*Revisions to the Bylaws for the School of Nursing were approved by the faculty on July 1, 2010, by the Committee on Rules and Jurisdiction on July 26, 2010, and by the Legislative Assembly of the UCLA Academic Senate on November 4, 2010.*

| NO CHANGE |

| NO CHANGE |

| NO CHANGE |
May 27, 2015

To: Angelia Leung, Chair
    World Arts and Cultures/Dance

From: Linda Bourque, Chair
    Rules & Jurisdiction

Re: Bylaws from World Arts and Cultures/Dance

The Committee on Rules and Jurisdiction has reviewed the revised bylaws that you submitted on May 27, 2015, and finds them consistent with the Code of the Academic Senate.

cc: Jason Throop, Committee on Rules & Jurisdiction
    James Crall, Committee on Rules & Jurisdiction
    Marcia Argolo, MSO World Arts & Culture/Dance
    Linda Mohr, CAO, Academic Senate
    Serge Chenkerian, MSO/Executive Assistant, Academic Senate
    Marian Olivas, Committee Analyst, Rules & Jurisdiction
    Carolynne Hogg, Committee Analyst, Council on Academic Personnel
Dear Linda,

Attached is the revised By-Laws of the Department of World Arts and Cultures/Dance for your Rules and Jurisdiction Committee to review and approve. My senate faculty met yesterday and voted unanimously in approval of the revisions as follows:

- **Approved:** 10
- **Nay:** 0
- **Absent:** 4
- **Recuse:** 2

Thank you again for your guidance in making the revisions. Attached are the following documents:

1. Revised WACD By-Laws, clean copy.
2. Revised WACD By-Laws, with tracked changes and notes.
3. R&J form placing side-by-side the following: original text (2011-12), proposed revisions, and reasons for the revisions.

Let me know if you need anything else in your review process.

Best,

Angelia

---

From: LINDA BOURQUE <lbourque@ucla.edu>
Date: Thursday, May 21, 2015 5:16 PM
To: Angelia Leung <aleung@arts.ucla.edu>
Cc: "Olivas, Marian" <molivas@senate.ucla.edu>, Lionel Popkin <lpopkin@arts.ucla.edu>, "Crall, James" <jcrall@dentistry.ucla.edu>, "Throop, C. Jason" <jthroop@ucla.edu>, "Bourque, Linda" <lbourque@ucla.edu>
Subject: Re: World Arts & Culture/Dance Bylaws Revision

Hi Angelia:

Good improvements! A few comments follow.

Votes on personnel actions should only be specified as by majority, not by two-thirds vote. (#3) In contrast, extension of the vote beyond the minimum must be by two-thirds majority. Obviously, if there is a bare majority approval of a personnel action, it indicates that it is likely that it will not be approved at higher levels.

I would change "business day" to "instructional days." (#5)

Good section on Emeritae/i faculty, but it needs some editing.

Ok, set it up for a vote, and resubmit it to us.

Linda
Departmental Bylaws (2014-2015, pending R&J approval)

UCLA Department of
World Arts and Cultures/Dance (WACD)

I. The Chairperson
A. The Chairperson is the executive officer of the department and is appointed by the administration. Any World Arts and Cultures/Dance (WACD) faculty may request a meeting to recommend candidates for appointment as chairperson to the administration. The duties of the Chairperson shall be assigned by the Dean according to university practice and agreed upon by the senate members of the department.

B. The Chairperson is responsible for the recommendation of the Vice Chair for Graduate Affairs and the Vice Chair for Undergraduate Affairs, in consultation with the faculty and Dean. The Vice Chair for Graduate Affairs and the Vice Chair for Undergraduate Affairs, are appointed by the Chancellor, after consultation with the Dean, Chairperson and faculty. The duties of the Vice Chairs shall be assigned by the Chairperson. In consultation with the Vice Chairs and faculty members, the Chairperson appoints all standing and ad hoc committees.

II. Executive Committee (Bylaw 50)
A. The Executive Committee (EC) is comprised of the Chairperson and Vice Chairs. The Executive Committee is chaired by the Chairperson. Meetings are attended by the Vice Chairs, and as needed, by staff members. The meetings are held as needed.

B. The quorum for these meetings is one half of the executive committee.

III. Standing Committees (i.e., Personnel, Programs and Curriculum, Undergraduate Advising and Affairs, Graduate Advising and Affairs, Student Awards, Budget, Production)
A. Appointments are made by the Chairperson with the approval of the Executive Committee (EC) at the end of each spring quarter for the following academic year, or the beginning of the fall quarter of that year. The Chairperson or his/her designate are ex officio members of all committees without vote except as herein designated. The different committees and their individual charges are as follows:

1. Academic Personnel: The charge is to review and vote on appointments, merits and promotions. All senate faculty members participate in this process. As noted in Section V, Voting Procedures, the senate faculty has voted to delegate personnel matters to standing committees, also identified as “area committees”, representing the two separate areas within the department (World Arts and Cultures; Dance). The area committees provide recommendations to the full senate faculty for review and vote. See Section V, Voting Procedures, for further details.

2. Programs and Curriculum: The duties are to oversee departmental activities and determine issues of concern to the department. Decisions regarding curricular issues in general
Departmental Bylaws (2014-2015, pending R&J approval)

are the concern of the faculty committee as whole. However, working groups for particular curricula and projects will be constituted to represent affected areas of the department as needed.

3. Undergraduate and Graduate Advising and Affairs will be undertaken by the two Vice Chairs with the assistance of the student affairs officer.

4. Student Awards: the membership of this committee will be drawn so that information regarding students from all programs in the department can be easily acquired and represented.

5. Admissions: The members of this committee are constituted to facilitate planning and implementation of such admissions processes as application and transcript evaluation, audition planning, and recruitment visits.

6. Budget Committee: The EC may at its discretion serve as the Budget Committee. The charge is to consult with senate faculty members, conduct formal faculty review and vote of approval of the annual curricular plan and associated budget that takes place annually in the spring quarter preceding the next academic year. Any proposal requiring departmental funding will be submitted to the senate faculty for vote of approval.

7. Production/Events: This committee is constituted to facilitate the planning and execution of production activities in the department.

8. Other Committees: Other working groups within the department may be constituted on an ad hoc basis to address particular concerns.

B. All standing committees meet as needed.

C. Quorum: the chair and one half of the respective committee members.

D. The members of each standing committee votes on issues related to that committee and recommends to the full faculty for approval.

E. The Chairperson appoints committees of the Faculty for which no other provision has been made or he/she may delegate that responsibility to other faculty committees as appropriate.

F. If the senate faculty decides to include student members on departmental committees, then students have the right to select their own representatives.

IV. Faculty Meetings
A. The Faculty meets at the beginning and end of each quarter, that is at least twice a quarter, and periodically during the quarter, at the discretion of the Chairperson. The Chairperson presides at all meetings. In the absence of the Chairperson, either Vice Chair will preside at
Faculty meetings. Should both Vice Chairs be absent, the Chairperson will designate a substitute.

B. Notice of the meeting is given at least five days prior to the meeting.

C. Agenda Items may be submitted by individual faculty, the EC, or the department chairperson. If no agenda items are submitted 3 days prior to a scheduled meeting date the meeting will be cancelled by the chairperson. Only items on the agenda are considered unless there is a unanimous consent by the faculty present at the meeting.

D. Quorum: 50% of all senate appointments and all faculty who hold joint appointments, who are in residence during a quarter in which the meeting is held.

V. Voting Procedures (UC Bylaw 55)
The membership and voting rights of the Senate Faculty of the Department of World Arts and Culture/Dance is defined by Standing Order 105.1(a), which specifies voting members of the Academic Senate, and University of California Bylaw 55, which designates the voting rights of these faculty, who will henceforth be referred to as “faculty.”

A. Academic Personnel
The department extends the franchise on all personnel matters to the full senate faculty. Personnel matters are delegated to advisory standing area committees (henceforth referred to as “area committees” representing the two broad areas of study within the department. The area committees are the faculty in the Dance area and the faculty in the World Arts and Cultures area. All members of the senate faculty are eligible to vote on all issues of personnel matters after review of recommendations by advisory standing area committees and ad hoc committees as described below. Extension of the vote on academic personnel appointments and advancement will be considered and voted on every three years in accordance with the CALL Appendix 4.II.A.7. The Chair will make every attempt to contact absent faculty for their votes.

1. Appointments
   a. The area committees are delegated to review appointments of faculty who teach in their respective areas, and make recommendations to Chair and senate faculty.
   b. The Chair provides the full senate faculty a summary report of the respective area committee’s discussion and recommendations for the appointment and vote.

2. Merit Actions
   a. The area committees are delegated to review merit actions of faculty who teach in their respective areas, and make recommendations to the Chair and faculty.
   b. The Chair provides the full faculty a summary report of the respective area committee’s discussion and recommendations for the merit and vote.
Departmental Bylaws (2014-2015, pending R&J approval)

3. Promotions/Advancement
   a. The Chair appoints a confidential hoc committee to provide an ad hoc committee report on the faculty member’s dossier.
   b. The ad hoc committee reviews the faculty’s dossier and submits its report for the full faculty to review.
   c. The standing area committee reviews the ad hoc committee’s report along with the faculty member’s dossier, and provides a summary of its discussion and recommendations to the Chair to forward to the full faculty for review.
   d. The Chair provides the summary of the area committee’s review discussion and recommendations to the full faculty to review and vote

4. Voting on personnel matters will be by secret ballot and must pass by a simple majority of those eligible to vote.

5. Voting should be held open for at least five instructional days.

6. No School or Department can require its faculty to either attend the meeting or to read the dossier prior to casting their ballot.

7. No bylaw can deny a faculty member the right to vote on personnel matters except as spelled out in Bylaw 55. There is no requirement to vote other than membership as senate faculty.

B. Emeritae/i faculty
   1. Emeritae/i faculty does not have the right to vote on personnel actions.
   2. Emeritae/i faculty who are recalled have the right to participate and vote during the year of recall on substantial departmental questions other than personnel matters

C. Senate members of the department will vote on all other matters that the Chair requests of them. A simple majority vote of those who are eligible to vote is required.

Revision approved: May 26, 2015
Recommend Changes: Department of World Arts and Cultures/Dance Bylaws

Please put the full text of the current bylaws in the left column. In the right column put the full text of the current bylaws and then use strikeout and a different color to indicate changes.

<table>
<thead>
<tr>
<th>Current (2011-12)</th>
<th>Proposed</th>
<th>Rationale for change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. The Chairperson</strong></td>
<td><strong>I. The Chairperson</strong></td>
<td><strong>The name of the department has changed since 2012 to World Arts and Cultures/Dance. Adding the name “Dance” to the name</strong></td>
</tr>
<tr>
<td>The Chairperson is the executive officer of the department and is appointed by the administration. Any World Arts and Cultures faculty may request a meeting to recommend candidates for appointment as chairperson to the administration. The duties of the Chairperson shall be assigned by the Dean according to university practice and agreed upon by the senate members of the department.</td>
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<td><strong>II. A, B: labeled each paragraph for each part of the Bylaws to facilitate easier referencing of the text</strong></td>
</tr>
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<td></td>
<td>(Note: all sections and their parts are labeled with respective letters and numbers.)</td>
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<td><strong>II. Executive Committee (Bylaw 50)</strong></td>
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<td>The Executive Committee (EC) is comprised of the Chairperson and Vice Chairs. The Executive Committee is chaired by the Chairperson. Meetings are attended by the Vice Chairs, and as needed, by staff members. The meetings are held at least once a month, as needed. The quorum for these meetings is one half of the members.</td>
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<td>The Executive Committee communicates electronically regularly and effectively. Meetings are held only as needed.</td>
</tr>
</tbody>
</table>
executive committee.

III. Standing Committees (i.e., Personnel, Programs and Curriculum, Undergraduate Advising and Affairs, Graduate Advising and Affairs, Student Awards, Budget, Production)

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The Chairperson appoints committees of the Faculty for which no other provision has been made or he/she may delegate that responsibility to other faculty committees as appropriate.

The different committees and their individual charges are as follows:

1. Academic Personnel: the charge is to review and vote on appointments, merits, and promotions. All senate faculty members participate in this process. As noted in Section V, Voting Procedures, the senate faculty has voted to delegate personnel matters to standing committees, also known as "area committees" representing the two separate units within the department (World Arts and Cultures; Dance). The area committees provide recommendations to the full senate faculty for review and vote. See Section V, Voting Procedures, for further details.

2. Programs and Curriculum: The duties are to oversee departmental activities and determine issues.

B. The quorum for these meetings is one half of the executive committee.

III. Standing Committees (i.e., Personnel, Programs and Curriculum, Undergraduate Advising and Affairs, Graduate Advising and Affairs, Student Awards, Budget, Production)

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2. Programs and Curriculum: The duties are to oversee departmental activities and determine issues.

This highlighted statement is placed later in this section, labeled "F".

Added statement to introduce the standing committees in the next portion of this section.

Numbers 1 to 8: Added numbering for each standing committee. Added “appointments” to reflect all personnel matters considered.

Clarified and named the two broad separate areas to which faculty are most affiliated with in their research and teaching. Referred the reader to go to Section V on Voting Procedures for elaborations on the conduct of personnel matters.
Issues of concern to the department. Decisions regarding curricular issues in general are the concern of the faculty committee as whole. However, working groups for particular curricula and projects will be constituted to represent affected areas of the department as needed.

Undergraduate and Graduate Advising and Affairs will be undertaken by the two Vice Chairs with the assistance of the student affairs officer.

Student Awards: The membership of this committee will be drawn so that information regarding students from all programs in the department can be easily acquired and represented.

Admissions: The members of this committee are constituted to facilitate planning and implementation of such admissions processes as application and transcript evaluation and audition planning.

Budget Committee: The EC may at its discretion serve as the Budget Committee. The charge is to consult with roster faculty members, conduct formal faculty review and vote of approval of the annual curricular plan and associated budget that takes place annually in the spring quarter preceding the next academic year. Any proposal requiring departmental funding will be submitted to the roster faculty for vote of approval.

Production/Events: This committee is constituted to facilitate the planning and execution of production activities in the department.

Other Committees: Other working groups within
the department may be constituted on an ad hoc basis to address particular concerns.

All standing committees meet as needed.  
**Quorum** — the chair and one half of the respective committee members.  
The members of each standing committee votes on issues related to that committee and recommends to the full faculty for approval.

If faculty decided to include student members on departmental committees, then students have the right to select their own representatives.

**IV. Faculty Meetings**

The Faculty meets at the beginning and end of each quarter, that is at least twice a quarter, and periodically during the quarter, at the discretion of the Chairperson. The Chairperson presides at all meetings. In the absence of the Chairperson, either Vice Chair will preside at Faculty meetings. Should both Vice Chairs be absent, the Chairperson will designate a substitute.

Notice of the meeting is given at least five days prior to the meeting.

Agenda Items may be submitted by individual faculty, the EC, or the department chairperson. If no agenda items are submitted 3 days prior to a scheduled meeting date the meeting will be cancelled by the chairperson. Only items on the within the department may be constituted on an ad hoc basis to address particular concerns.

**B.** All standing committees meet as needed.

**C.** Quorum — the chair and one half of the respective committee members.

**D.** The members of each standing committee votes on issues related to that committee and recommends to the full faculty for approval.

**E.** The Chairperson appoints committees of the Faculty for which no other provision has been made or he/she may delegate that responsibility to other faculty committees as appropriate.

**F.** If the senate faculty decided to include student members on departmental committees, then students have the right to select their own representatives.

**IV. Faculty Meetings**

**A.** The Faculty meets at the beginning and end of each quarter, that is at least twice a quarter, and periodically during the quarter, at the discretion of the Chairperson. The Chairperson presides at all meetings. In the absence of the Chairperson, either Vice Chair will preside at Faculty meetings. Should both Vice Chairs be absent, the Chairperson will designate a substitute.

**B.** Notice of the meeting is given at least five days prior to the meeting.

**C.** Agenda Items may be submitted by individual faculty, the EC, or the department chairperson. If no agenda items are submitted 3 days prior to a scheduled meeting date the meeting will be cancelled by the chairperson. Only items on the agenda are
V. Voting Procedures (UC Bylaw 55)
The membership and voting rights of the Senate Faculty of the Department of World Arts and Cultures is defined by Standing Order 105.1(a), which specifies voting members of the Academic Senate, and Divisional Bylaw 55, which designates the voting rights of these faculty, who will henceforth be referred to as “faculty.”

All members of the senate faculty are eligible to vote on all issues of personnel, irrespective of rank, and shall consult at the Chair’s request on budgetary issues. The Chair will make every attempt to contact absent faculty for their votes. The senate faculty has voted to delegate personnel matters to standing committees representing the two separate units within the department. The Chair of each area will make every attempt to contact absent faculty for their votes. Extension of the vote on academic personnel appointments and advancement will be considered and voted on annually in accordance with By-law 55.

Senate members of the department will vote on other matters that the Chair requests of them. Voting should be held open for at least five business days.

A. Academic Personnel
The department extends the franchise on all personnel matters to the full senate faculty. All members of the senate faculty are eligible to vote on all issues of personnel, irrespective of rank, and shall consult at the Chair’s request on budgetary issues. The Chair will make every attempt to contact absent faculty for their votes. The senate faculty has voted to delegate personnel matters to standing committees representing the two separate units within the department. The Chair of each area will make every attempt to contact absent faculty for their votes. Personnel matters are delegated to advisory standing area committees (henceforth referred to as “area committees”) representing the two broad areas of study within the department. The area committees are the faculty in the Dance area and the faculty in the World Arts and Cultures area. All members of the senate faculty are eligible to vote on all issues of personnel matters after review of recommendations by advisory standing area committees and ad hoc

B. Quorum: 50% of all ladder senate appointments and all faculty who hold joint appointments, who are in residence during a quarter in which the meeting is held.

D. Quorum: 50% of all ladder senate appointments and all faculty who hold joint appointments, who are in residence during a quarter in which the meeting is held.

This Section V has been revised to reflect more clearly and in more detail the voting procedures of the senate faculty. There are three parts (A, B, and C) to Section V:

“A. Academic Personnel” is further broken down to provide details on each type of personnel matter: 1. Appointments; 2. Merits; and 3. Promotions.

“B. Emeritae/i”; this part states voting provisions for emeritae/i faculty members.

“C.” Voting on all other departmental matters is delineated in this part C.

University of California”: corrected reference of Bylaw 55.

Moved highlighted text to end of this paragraph.

The area groups do not have chairs. As noted in the second sentence of this paragraph, the Chair will make every attempt to contact absent faculty for their votes.

Text revised and added regarding the standing area committees that are further clarified in the next paragraph.
The Chairperson shall recuse him/herself from appointing ad hoc committees for "hurdle" reviews to minimize appearance of bias. The Vice Chairs, in consultation with faculty members, shall appoint the ad hoc committees for "hurdle" reviews.

No bylaw can deny a faculty member the right to vote on personnel matters except as spelled out in Bylaw 55 (voting privileges as determined by rank.)

## A. Academic Personnel

1. **Appointments**
   a. The area committees are delegated to review appointments of faculty who teach in their respective areas, and make recommendations to Chair and Senate Faculty.
   b. The Chair provides the full Senate Faculty a summary report of the respective area committee's discussion and recommendations for the appointment and vote.

2. **Merit Actions**
   a. The area committees are delegated to review merit actions of faculty who teach in their respective areas.

   Corrected when the extension of the vote takes place and reference.

   Highlighted text has been moved to this portion of the section V.

   Moved first sentence of highlighted text to part C of this section V.

   Moved second sentence of highlighted text to #5 of this part V section A.

   The Chairperson consults with senior Senate Faculty members to determine ad hoc committees for "hurdle" reviews. The faculty determined the Chair does not have to recuse him/herself.

   Moved this highlighted statement to #7 of this section V part A.

   A. **Academic Personnel** is further broken down to provide details and process on each type of personnel matter: 1. Appointments; 2. Merits; and 3. Promotions.

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and make recommendations to the Chair and faculty.

b. The Chair provides the full faculty a summary report of the respective area committee’s discussion and recommendations for the merit action and vote.

3. Promotions/Advancement
   a. The Chair appoints a confidential ad hoc committee to provide an ad hoc committee report on the faculty member’s dossier.
   b. The ad hoc committee reviews the faculty’s dossier and submits its report for the full faculty to review.
   c. The standing area committee reviews the ad hoc committee’s report along with the faculty member’s dossier, and provides a summary of its discussion and recommendations to the Chair to forward to the full faculty for review.
   d. The Chair provides the summary of the area committee’s review discussion and recommendations to the full faculty to review and vote.

4. Voting on personnel matters will be by secret ballot and must pass by a simple majority of those eligible to vote.

5. Voting should be held open for at least five instructional days.

6. No School or Department can require its faculty to either attend the meeting or to read the dossier prior to casting their ballot.
A simple majority vote of those who are eligible to vote is required.

No School of Department can require its faculty to either attend the meeting or to read the dossier prior to casting their ballot. There is no requirement to vote other than membership within a rank.

7. No bylaw can deny a faculty member the right to vote on personnel matters except as spelled out in Bylaw 55. There is no requirement to vote other than membership as senate faculty.

B. Emeritae/i faculty
   1. Emeritae/i faculty does not have the right to vote on personnel actions.
   2. Emeritae/i faculty who are recalled have the right to participate and vote during the year of recall on substantial departmental questions other than personnel matters.

C. Senate members of the department will vote on other matters that the Chair requests of them. A simple majority vote of those who are eligible to vote is required.

No School of Department can require its faculty to either attend the meeting or to read the dossier prior to casting their ballot. There is no requirement to vote other than membership within a rank.

Added part B to cover all emeritae/i faculty-related voting matters.

Highlighted text has been moved from part A to this portion of the section V.

Added highlighted text has been moved to #6 of part A, Section V above.
Legislative Assembly Notice of Meeting, June 4, 2015

GRADUATE COUNCIL

Appendix V: Discontinuance of Islamic Studies Interdepartmental Degree Program and Transfer of its Degrees (M.A., C.Phil., Ph.D.) and Courses to the Department of Near Eastern Languages and Cultures.

The Graduate Council is pleased to recommend the following actions in relation to the Interdepartmental Degree Program in Islamic Studies:

1. Transfer the IDP’s graduate degree programs (M.A., C.Phil., and Ph.D.) and courses to the Department of Near Eastern Languages and Cultures;
2. Discontinue the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program;
3. Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies; and
4. Discontinue the Islamic Studies Interdepartmental Degree Program, effective Fall 2015.

As noted below, all votes were unanimously in favor of the proposed actions, which will help to sustain Islamic Studies as an important graduate discipline at UCLA.

Votes and consultation on the Proposal

The faculty of the Department of Near Eastern Languages and Cultures at its meeting on October 20, 2014 voted unanimously (10 in favor, 0 abstentions, 0 opposition) to discontinue the IDP and transfer the degree programs and courses to the Department of Near Eastern Languages and Cultures.

The faculty of the Islamic Studies IDP Advisory committee conducted an electronic vote from October 24-29, 2014 and voted unanimously (11 in favor, 0 abstentions, 0 opposition) to discontinue the IDP and transfer the degree programs and courses to the Department of Near Eastern Languages and Cultures.

The College Faculty Executive Committee at its January 23, 2015 meeting voted unanimously (9 in favor, 0 abstentions, 0 opposition) to discontinue the IDP and transfer the degree programs and courses to the Department of Near Eastern Languages and Cultures.

The Graduate Council at its April 3, 2015 meeting voted unanimously [of 20 eligible voters: 11 in favor; 0 opposed; 0 abstention; Student vote: 4 in favor] to discontinue the IDP and transfer the degree programs and courses to the Department of Near Eastern Languages and Cultures.
Respectfully submitted:

GRADUATE COUNCIL

Ioanna Kakoulli, Materials Science and Engineering, Vice Chair
Priyanga Amarasekare, Ecology and Evolutionary Biology
Alison Bailey, Education
Antonio Bernardo, Anderson Graduate School of Management
Olivia Bloechl, Musicology
Michael Carey, Biological Chemistry
Jessica Cattelino, Anthropology
Patricia Cheng, Psychology
Robert Chi, Asian Languages and Cultures
Robert Clubb, Chemistry and Biochemistry
Susan Cochran, Epidemiology and Statistics
Christopher Colwell, Psychiatry & Biobehavioral Sciences
Katrina Dipple, Human Genetics
Arne Lunde, Scandinavian Section
Wendie Robbins, Nursing and Environmental Health Sciences
Lieven Vandenberghe, Electrical Engineering and Mathematics
Victoria Vesna, Design | Media Arts
Ronald Vroon, Slavic, East European and Eurasian Languages and Cultures
Roger Waldinger, Sociology
Alex A.T. Bui, Radiological Sciences, CHAIR
May 8, 2015

To: Alex Bui, Chair
Graduate Council

From: Linda Bourque, Chair
Rules & Jurisdiction

Re: Transfer of Islamic Studies graduate degree programs

The Committee on Rules and Jurisdiction reviewed the Graduate Council’s request outlined in your memo of April 28, 2015, that “an expedited [Appendix V] review, forgoing the normal full vetting of the proposal, is appropriate” regarding the transfer of the Islamic Studies graduate degree programs. The proposal is to:

1. Transfer the IDP’s graduate degree programs (M.A., C.Phil., and Ph.D.) and courses to the Department of Near Eastern Languages and Cultures;
2. Discontinue the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program;
3. Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies;” and
4. Discontinue the Islamic Studies Interdepartmental Degree Program, effective Fall 2015.

The Committee on Rules and Jurisdiction notes that there were unanimous votes in favor of the proposal from the NELC Faculty (October 20, 2014), the College FEC (January 23, 2015), and the Graduate Council (April 3, 2015). We note that the Dean of Humanities, the Senior Associate Vice Provost of the International Institute, and the Dean of the Graduate Division support the proposal.

We do not see any evidence that the Graduate Council or any other group or individual consulted with the Fielding School of Public Health as regards discontinuing the concurrent degree in Islamic Studies and Public Health. While this might be considered pro forma, courtesy suggests that the five departments in the Fielding School of Public Health should, at minimum, be informed of the proposed action.

In other respects the Committee finds the decision of the Graduate Council consistent with the Code of the Academic Senate and the requirements of Appendix V. Once the departments in the Fielding School of Public Health have been consulted, the Committee can approve the action.

cc: Jason Throop, Committee on Rules & Jurisdiction
James Crall, Committee on Rules & Jurisdiction
Joel Aberbach, Chair, Academic Senate
Serge Chenkerian, MSO, Academic Senate
Marian Olivas, Committee analyst, Academic
Joel Aberbach, Chair, Academic Senate
April 28, 2015

Joel D. Aberbach, Chair
Academic Senate

Dear Joel,

I am writing in response to your request for the Graduate Council’s coordination of the Department of Near Eastern Languages and Cultures’ (and Islamic Studies Interdepartmental Degree Program) proposal to initiate the following Appendix V actions:

1. Transfer the IDP’s graduate degree programs (M.A., C.Phil., and Ph.D.) and courses to the Department of Near Eastern Languages and Cultures;
2. Discontinue the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program;
3. Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies; and
4. Discontinue the Islamic Studies Interdepartmental Degree Program, effective Fall 2015.

The Council reviewed the proposal at its meeting on April 3, 2015, and considered the Executive Board’s recommendation to invoke the Appendix V procedure’s “alternate dispute resolution” and designate the action as “friendly.” Given the unanimous favorable votes of the NELC faculty on October 20, 2014, the Islamic Studies IDP faculty on October 29, 2014, and the College FEC on January 23, 2015, as well as the expressed support from the Dean of Humanities and Senior Associate Vice Provost of the International Institute, the Council voted unanimously (11 in favor, 0 opposed, 0 abstentions: GSA Reps: 4 in favor) to approve these actions. Robin Garrell, Dean of the Graduate Division and ex officio member of the Council confirmed that the block grant allocations will indeed shift to the Department as part of the transfer.

Additionally, as noted in the transmittal of your request on March 23, 2015, the Graduate Council concurs that an expedited review, forgoing the normal full vetting of the proposal, is appropriate in this case. By copy of this letter, the Graduate Council requests the Committee on Rules and Jurisdiction’s confirmation of the Council’s appropriate handling of the process and, upon receipt of its response, recommends divisional approval by the Legislative Assembly. I am also copying this letter to the Chair of the Coordinating Committee on Graduate Affairs, Jutta Heckhausen, to inform CCGA of the pending action.

If you have any questions or require any additional information, please feel free to contact me via the Graduate Council’s committee analyst, Kyle Cunningham, at kcunningham@senate.ucla.edu.

Sincerely,

Alex Bui, Chair
Graduate Council

cc: Khaled Abou El Fadl, Chair, Islamic Studies IDP
Linda Bourque, Chair, Committee on Rules & Jurisdiction
Serge Chenkerian, MSO/Executive Assistant, Academic Senate
Kyle Cunningham, Committee Analyst, Graduate Council
Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
April de Stefano, Director of Academic Services, Graduate Division
Christopher Erickson, Senior Associate Vice Provost and Director, International Institute
C. Cindy Fan, Interim Vice Provost, International Studies
Robin L. Garrell, Dean, Graduate Division
Fredye Harms, Principal Policy Analyst, Coordinating Committee on Graduate Affairs
Jutta Heckhausen, Chair, Coordinating Committee on Graduate Affairs
Linda Mohr, Chief Administrative Officer, Academic Senate
Marian McKenna Olivas, Committee Analyst, Rules & Jurisdiction
David Schaberg, Dean, Division of Humanities
William Schniedewind, Chair, Department of Near Eastern Languages and Cultures
Appendix V Proposal to Discontinue Islamic Studies Interdepartmental Degree Program and Transfer Graduate Degrees to the Department of Near Eastern Languages and Cultures (NELC)

Responses:

- Executive Board Designation (March 20, 2015)
- Office of Academic Planning and Budget Endorsement (March 9, 2015)
- College Faculty Executive Committee Endorsement (February 6, 2015)
March 20, 2015

Professor Alex Bui
Chair, Graduate Council

RE: Department of Near East Languages and Cultures Proposal to Transfer Degree Programs from Islamic Studies Interdepartmental Program (IDP) and Discontinue Islamic Studies IDP

Dear Professor Bui,

The Executive Board reviewed the proposal from the Department of Near East Languages and Cultures and Islamic Studies IDP at its meeting on March 12, 2015. The request incorporates the following actions:

• Transfer the IDP’s degree programs (M.A., C.Phil., Ph.D.) and courses to the Department of Near Eastern Languages and Cultures
• Discontinue the Islamic Studies M.A. and the Public Health M.P.H. concurrent degree Program
• Rename the "Islamics" subject area in the Department of Near Eastern Languages and Cultures to "Islamic Studies" and combine with the two courses being transferred from the IDP
• Disestablish the Islamic Studies IDP

The Executive Board has approved the initiation of the Appendix V action and formally assigns the Graduate Council as the designated committee. It is the Board’s understanding that the Graduate Council will consult with other Senate committees as necessary, including the Council on Planning and Budget, Committee on Rules and Jurisdiction (for bylaw and process review), as well as relevant administrators and students it deems appropriate.

Further, the Executive Board recommends that the Appendix V proposal be considered a “friendly” action and, if the Graduate Council concurs, that the alternative dispute resolution process be invoked.

Finally, it is the Executive Board’s desire to complete the review process and schedule approval of the Legislative Assembly at its meeting in June 2015. Therefore, I ask that the Graduate Council complete its review process no later than May 7, 2015.

Thank you in advance for your work on this important proposal. Please do not hesitate to contact me should you have any questions.

Sincerely,

Joel D. Aberbach
Chair, Academic Senate

cc: Leo Estrada, Vice Chair, Academic Senate
    Jan Reiff, Immediate Past Chair, Academic Senate
    David Schaberg, Dean of the Humanities
    Linda Mohr, Chief Administrative Officer, Academic Senate
    Kyle Cunningham, Committee Analyst, Graduate Council
March 9, 2015

Joel Aberbach
Chair, Academic Senate
3125 Murphy Hall
140801

Dear Joel:

I have reviewed the proposal from the Department of Near Eastern Languages and Cultures and the Islamic Studies IDP to incorporate the following actions:

- Transfer the IDP’s degree programs (M.A., C.Phil., Ph.D.) and courses to the Department of Near Eastern Languages and Cultures
- Discontinue the Islamic Studies M.A. and the Public Health M.P.H. concurrent degree program
- Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies” and combine with the two courses being transferred from the IDP
- Disestablish the Islamic Studies IDP.

As Dean Schaberg has agreed to provide the resources required to facilitate the transfer of the IDP to the department of Near Eastern Languages and Cultures, I see no financial implications to central resources with the proposed changes.

Should you have any additional questions, please do not hesitate to contact me.

Sincerely,

Glyn Davies
Associate Vice Chancellor
Academic Planning and Budget

cc: Executive Vice Chancellor and Provost Scott Waugh
Dean David Schaberg
To: Joel Aberbach, Chair, Academic Senate

Fr: Christina Palmer, Chair, College Faculty Executive Committee
    Joseph Bristow, Vice Chair, College Faculty Executive Committee

Date: February 6, 2015

Re: Department of Near Eastern Languages and Cultures and Islamic Studies IDP
    Appendix V request
    Final Approval terminates with the Academic Senate

On January 23, 2015, the College FEC discussed the Appendix V proposal from the Department of Near Eastern Languages and Cultures and the Islamic Studies IDP, which requests the (1) transfer of the IDP’s degree programs (M.A., C.Phil., Ph.D.) and courses to the Department of Near Eastern Languages and Cultures; (2) discontinuance of the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program; (3) renaming of the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies” and combine with the two courses being transferred from the IDP; and (4) disestablishment of the Islamic Studies IDP.

The committee’s discussion was aided by Professor Asma Sayeed, who summarized the request and addressed questions posed by the committee. Presently, our members believe the proposal constitutes a “friendly action” under Appendix V and endorses all of the requests (9 approve, 0 oppose, 0 abstain).

As always, our membership appreciates the consultative process and welcomes the opportunity to opine on important matters like this. You are welcome to contact us at cpalmer@mednet.ucla.edu or at jbristow@humnet.ucla.edu with questions. Kyle Stewart McJunkin, Academic Administrator, is also available to assist you and he can be reached at (310) 825-3223 or kmcjunkin@college.ucla.edu.

cc: Khaled Abou El Fadl, Chair, Islamic Studies IDP
    Lucy Blackmar, Assistant Vice Provost, Undergraduate Education Initiatives
    Alex Bui, Chair, Graduate Council
    Kyle Cunningham, Principal Policy Analyst, Graduate Council
    Robert Kilgore, Manager, Degree Audit System, Registrar’s Office
    Claire McCluskey, Assistant Registrar, Registrar’s Office
    William Schniedewind, Chair, Department of Near Eastern Languages and Cultures

Attachment: Proposal
January 8, 2014

To: Christina Palmer, Chair
   College Faculty Executive Committee

Fr: William Schniedewind, Chair
    Department of Near Eastern Languages and Cultures

Re: Transfer of Islamic Studies graduate degree programs

Over the past several decades, the Islamic Studies Interdepartmental Degree Program has produced dozens of stellar graduates who have gone on to fill faculty, policy, and government positions across the nation and around the world. Founded on an ethos of interdisciplinarity, the IDP has a rich intellectual tradition of fostering research, teaching, and collaborative efforts across departments. In particular, the program has made outstanding progress in balancing and reflecting two primary foci of Islamic Studies—the “textual sources of Islamic theology, law, history, philosophy, and literature” and “the practices and dynamics of Muslim societies or social groups, whether historical or contemporaneous.” Despite these obvious strengths, the Academic Senate’s most recent program review continued to identify a number of challenges facing the IDP that require immediate attention—chief among these are needed TA-ship opportunities, space, and the building of a robust community among students.

After consulting with the chair of the IDP, affected faculty, Dean of Humanities, and the Vice Provost of the International Institute, we request the Senate approve the following actions:

1. Transfer the IDP’s degree programs (M.A., C.Phil., Ph.D.) and courses to the Department of Near Eastern Languages and Cultures;
2. Discontinue the Islamic Studies M.A. and Public Health M.P.H. concurrent degree program;
3. Rename the “Islamics” subject area in the Department of Near Eastern Languages and Cultures to “Islamic Studies” and combine with the two courses being transferred from the IDP; and
4. Disestablish the Islamic Studies IDP.

On October 20, 2014, NELC faculty reviewed this proposal and voted to approve the actions listed above (10 approve, 0 oppose, 0 abstain). Between October 24, 2014 and October 29, 2014, the faculty of the IDP also voted to approve these actions (11 approve, 0 oppose, 0 abstain). See Appendix A for a list of IDP faculty.

Letters of support from deans and administrative offices can be found in Appendix A. In order to facilitate a smooth transition, our faculty—working with Dean Schaberg—has established a graduate student funding strategy as well as an administrative structure that will ensure timely degree completion and continued support for students enrolled in program.

Rationale for transfer
As identified in the 2007-08 Academic Senate review, the Islamic Studies IDP struggled with a number of administrative and organizational matters. Faculty participation was described as “casual and erratic” and the International Institute was unable to provide material resources for graduate student funding, space, or administrative support. Coupled with concerns about the curriculum, the Senate moved to suspend admissions pending resolution of these matters. With
Professor Khaled Abou El Fadl’s appointment as chair in 2010, the IDP made great gains in addressing the organizational concerns raised in the Senate report. Faculty participation was reinvigorated and the IDP developed bylaws that more clearly spelled out expectations for participation and governance. Left unanswered from the Senate review was the question of whether the degree programs should remain under the aegis of the International Institute or transferred to the Department of Near Eastern Languages and Cultures.

Since the Senate review, perspectives on a transfer have evolved considerably. Professor Abou El Fadl, the IDP’s faculty advisory committee, and the faculty of NELC are in agreement that a transfer would be mutually beneficial to both the program and department. Reasons for such optimism stem largely from NELC’s recent hire of a ladder track faculty member in Islamic Studies, Asma Sayeed, and continued robust offerings in Arabic, the lingua franca of Islamic Studies. NELC has also become a hub of interdisciplinary work. Recent hires in Jewish and Iranian Studies have clearly demonstrated the department’s commitment to embracing a global, transnational, and comparative approach to the study of religions, languages, and cultures of the Near East (See Appendix C for list of programs in the department). The formal addition of Islamic Studies will reinforce the department’s interest in interdisciplinary work while also providing the degree program with much of the organizational and administrative structure that it currently lacks. In particular, it is worth emphasizing that NELC is committed to providing Islamic Studies students with space and TA opportunities. We anticipate that students will come to see NELC as a welcoming and nurturing environment during their time at UCLA.

**Current census of students**

The department currently houses three graduate programs (Islamic Studies M.A., C.Phil., and Ph.D.). As of Fall 2014, 13 students are enrolled across the department’s graduate programs (8 Ph.D., 5 M.A.). Appendix B lists all graduate students by UID number, career status, class level, target degree (M.A. or PhD), advisor name and department, and degree expected term.

**Resources**

Historically, the IDP has only received funding from the Graduate Division in the form of block grants as well as modest administrative support from the International Institute. Upon transfer of the degree programs, all Graduate Division funds will be administered by NELC. The Dean of Humanities has also agreed to work with the department on covering the program director’s summer ninth, course release, staff FTE, and appropriate S&E costs. The Division also agreed to provide the department with additional TA FTE earmarked for Islamic Studies students. Together, these changes represent a meaningful investment in the Islamic Studies program.
Appendix A: IDP Faculty Advisory Committee

Khaled M. Abou El Fadl, M.A., J.D., Ph.D., Chair

Faculty Committee
Khaled M. Abou El Fadl, M.A., J.D., Ph.D. (Law)
Aslı Ü. Bâli, M.Phil., J.D., Ph.D. (Law)
Ali Behdad, Ph.D. (Comparative Literature, English)
Michael D. Cooperson, Ph.D. (Near Eastern Languages and Cultures)
Osman M. Galal, M.D., Ph.D. (Community Health Sciences)
Nile S. Green, Ph.D. (History)
Sondra Hale, Ph.D. (Anthropology, Gender Studies)
Aamir R. Mufti, Ph.D. (Comparative Literature)
Allen F. Roberts, Ph.D. (French and Francophone Studies, World Arts and Cultures/Dance)
Asma Sayeed, Ph.D. (Near Eastern Languages and Cultures)
Susan E. Slyomovics, Ph.D. (Anthropology, Near Eastern Languages and Cultures)
Dominic R. Thomas, Ph.D. (Comparative Literature, French and Francophone Studies)
Appendix B: Student rosters

Graduate students enrolled in the Islamic Studies M.A.

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Graduate students in the Islamic Studies Ph.D.

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Appendix C: Programs in NELC

Undergraduate

Ancient Near East and Egyptology B.A.
Arabic B.A.
Iranian Studies B.A.
Jewish Studies B.A.
Middle Eastern Studies B.A.

Arabic and Islamic Studies minor
Armenian Studies minor
Hebrew and Jewish Studies minor
Iranian Studies minor
Israel Studies minor
Middle Eastern Studies minor

Graduate

Near Eastern Languages and Cultures M.A., C.Phil., Ph.D.
Appendix D: Letters of Support

Khaled Abou El Fadl, Chair, Islamic Studies IDP
Christopher Erickson, Senior Associate Vice Provost, International Institute
David Schaberg, Dean, Division of Humanities
To: Christina Palmer, Chair, College FEC  
Fr: Khaled Abou El Fadl, Chair, Islamic Studies  

In my capacity as chair of the Islamic Studies Interdepartmental Degree Program, I write to express my support for the transfer of the Islamic Studies degrees (MA, CPhil, and PhD) to the Department of Near Eastern Languages and Cultures. Acting upon the recommendation of the Graduate Council Final Report of February 15, 2013, and the suggestions of the external review committee of 2007-8, and also that of the internal review committee of 2012-13, I have thoroughly investigated the advisability of such a transfer. Over the course of the past two years, I have held numerous discussions with Islamic Studies faculty and students about the proposed move. I have reported on this matter to the Islamic Studies faculty advisory committee, and after a period of discussion and reflection, we voted to approve the transfer (11 approve, 0 oppose, 0 abstain). The vote was taken electronically between October 24 and October 29, 2014.

If you have any questions, please do not hesitate to contact me.

Khaled Abou El Fadl
October 24, 2014

Christina Palmer
Chair of the College Faculty Executive Committee
UCLA Psychiatry & Biobehavioral Sciences
47-422 Semel Institute
Campus Mailcode 175919

Dear Christina:

The International Institute supports the transfer of the Islamic Studies IDP to the Department of Near Eastern Languages and Cultures

Thank You,

Christopher L. Erickson
Senior Associate Vice Provost & Director
UCLA International Institute
January 30, 2015

Dr. Christina Palmer, Chair
College Faculty Executive Committee
A-265 Murphy Hall
Mailcode 157101

Dear Christina:

I am writing to confirm that I fully support the proposal to move the Islamic Studies graduate degree programs from the International Institute to the Department of Near Eastern Languages and Cultures in the Division of Humanities and the streamlining of the degree options that is outlined in the proposal. I also support the disestablishment of the Islamic Studies IDP in the International Institute that would result from this transfer.

The Department of Near Eastern Languages and Cultures (NELC) has recently hired a ladder faculty member, Asma Sayeed, who is a scholar of Islamic Studies and whose involvement will greatly bolster the Islamic Studies program within the department. Given the wide-spread presence and rich cultural history of Islam in the Near East, Islamic Studies fits readily into the overall academic program objectives of NELC and would provide the department with a more comprehensive curriculum. Since many of the texts relevant to the history of Islam are written in Arabic, the department’s Arabic course offerings will also add to the Islamic Studies program.

I would expect the existing Islamic Studies block grant from the Graduate Division to shift to NELC as part of the transfer. The program will be supported via existing staff members who already provide advising to NELC students. The Division will provide modest resources to compensate the director of the program and provide some TA-ships as needed.

Sincerely,

David Schaberg
Dean of Humanities
Legislative Assembly Notice of Meeting, June 4, 2015

GRADUATE COUNCIL

Appendix V: Discontinuance of the Moving Image Archive Studies Interdepartmental Degree Program

The Graduate Council recommends the discontinuance of the Moving Image Archive Studies Interdepartmental Degree Program (MIAS IDP) due to its governance structure ultimately proving to be untenable. Following the Academic Senate’s review of the program in AY 2012-13, which revealed discord between the two participating departmental faculty (Information Studies and Film, Television, and Digital Media) that could not be resolved, the discontinuance of the program is necessary. Despite the value of moving image archive studies as a discipline, it was determined that the best recourse would be to discontinue the degree program and permit each department to offer its own distinct specialization in the discipline within existing departmental degree structures. Both reporting deans developed and signed a memorandum of understanding that lists their commitments to the program until its discontinuance.

Votes and consultation on the Proposal

The faculty of the Moving Image Archive Studies IDP Advisory committee conducted its vote on November 7, 2014, which resulted in a split vote separated by department lines (4 in favor, 0 abstentions, 6 opposed) to discontinue the IDP.

The Graduate School of Education and Information Studies Faculty Executive Committee at its April 23, 2015 meeting voted unanimously (5 in favor, 0 abstentions, 0 opposition; 4 absent) to discontinue Moving Image Archive Studies Interdepartmental Degree Program.

The School of Theater, Film and Television Faculty Executive Committee at its April 16, 2015 meeting voted unanimously (5 in favor, 0 abstentions, 0 opposition) to discontinue Moving Image Archive Studies Interdepartmental Degree Program.

The Graduate Council at its May 1, 2015 meeting voted unanimously [of 20 eligible voters: 11 in favor; 0 opposed; 0 abstention; Student vote: 4 in favor] to discontinue Moving Image Archive Studies Interdepartmental Degree Program.

Respectfully submitted:

GRADUATE COUNCIL

Ioanna Kakoulli, Materials Science and Engineering, Vice Chair
Priyanga Amarasekare, Ecology and Evolutionary Biology
Alison Bailey, Education
Antonio Bernardo, Anderson Graduate School of Management
Olivia Bloehl, Musicology
Michael Carey, Biological Chemistry
Jessica Cattelino, Anthropology
Patricia Cheng, Psychology
Robert Chi, Asian Languages and Cultures
Robert Clubb, Chemistry and Biochemistry
Susan Cochran, Epidemiology and Statistics
Christopher Colwell, Psychiatry & Biobehavioral Sciences
Katrina Dipple, Human Genetics
Arne Lunde, Scandinavian Section
Wendie Robbins, Nursing and Environmental Health Sciences
Lieven Vandenberghe, Electrical Engineering and Mathematics
Victoria Vesna, Design | Media Arts
Ronald Vroon, Slavic, East European and Eurasian Languages and Cultures
Roger Waldinger, Sociology
Alex A.T. Bui, Radiological Sciences, CHAIR
Dear Joel,

I am writing in response to your request for the Graduate Council’s coordination of the Appendix V proposal to discontinue the Interdepartmental Degree Program (IDP) in Moving Image Archive Studies, effective **Fall 2016**, which is jointly administered by the School of Theater, Film and Television and the Graduate School of Education and Information Studies at UCLA.

The Council reviewed the proposal at its meeting on May 1, 2015, and considered the Executive Board’s recommendation to invoke the Appendix V procedure’s “alternate dispute resolution” and designate the action as “friendly.” While the Council would by no means regard the action as “friendly” in the most literal sense, the ultimate unanimity of the votes taken by the schools’ faculty executive committees and the committee to administer the IDP, in addition to the signed memorandum of understanding between the two deans, results in a “friendly action” with respect to conforming to Appendix V procedures.

As noted in the enclosed proposal, the IDP structure has proven untenable, which was also suggested by the Graduate Council’s review of the program in 2012-13. Following unsuccessful attempts to encourage the IDP faculty to work together to envision the future of the IDP, which only resulted in further discord, the Council ultimately initiated a suspension of admissions in Fall 2014 to ensure that no new students would be admitted into the program. Following further discussions by the IDP faculty, the Graduate Council finally received the enclosed proposal to discontinue the program. Also noted in the proposal is the faculty’s recognition of the value of moving image archive studies as a discipline at UCLA and, as such, each department may choose to develop similar – but DISTINCT – tracks within their existing degree programs. The Graduate Council and Graduate Division will closely monitor these curricular changes to ensure that they are sufficiently distinct from the soon-to-be defunct IDP.

Additionally, as noted in the transmittal of your request on April 30, 2015, the Graduate Council concurs that an expedited review, forgoing the normal full vetting of the proposal, is appropriate in this case. By copy of this letter, the Graduate Council requests the Committee on Rules and Jurisdiction’s confirmation of the Council’s appropriate handling of the process and, upon receipt of its response, recommends divisional approval by the Legislative Assembly. I am also copying this letter to the Chair of the Coordinating Committee on Graduate Affairs, Jutta Heckhausen, to inform CCGA of the pending action.

If you have any questions or require any additional information, please feel free to contact me via the Graduate Council’s committee analyst, Kyle Cunningham, at kcunningham@senate.ucla.edu.

Sincerely,
Alex Bui, Chair
Graduate Council

cc: Linda Bourque, Chair, Committee on Rules & Jurisdiction
    Serge Chenkerian, MSO/Executive Assistant, Academic Senate
    Kyle Cunningham, Committee Analyst, Graduate Council
    Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
    April de Stefano, Director of Academic Services, Graduate Division
    Jonathan Furner, Chair, Department of Information Studies
    Robin L. Garrell, Dean, Graduate Division
    Fredye Harms, Principal Policy Analyst, Coordinating Committee on Graduate Affairs
    Jutta Heckhausen, Chair, Coordinating Committee on Graduate Affairs
    William McDonald, Chair, Department of Film, Television and Digital Media
    Linda Mohr, Chief Administrative Officer, Academic Senate
    Marian McKenna Olivas, Committee Analyst, Rules & Jurisdiction
    Teri Schwartz, Dean, School of Theater, Film and Television
    Marcelo Suarez-Orozco, Dean, Graduate School of Education and Information Studies
May 14, 2015

To: Alex Bui, Chair
    Graduate Council

From: Linda Bourque, Chair
    Rules & Jurisdiction

Re: Proposal to Discontinue the Moving Image Archive Studies IDP

The Committee on Rules and Jurisdiction has reviewed your memo of May 6 about discontinuing the Interdepartmental Degree Program (IDP) in Moving Image Archive Studies (MIAS) effective Fall 2017. We note that you invoked Appendix V’s “alternate dispute resolution” which designates the action as “friendly,” and ask that the Committee on Rules and Jurisdiction confirm that this was an appropriate process.

We note that over the last year consultation was conducted with members of the IDP, the two departments in which the IDP was housed. Unanimous votes in favor of disestablishment were reported by the Faculty Executive Committees in the Graduate School of Education and Information Sciences (April 24, 2015) and the School of Theater, Film and Television (April 20, 2015). A letter from the deans of the two schools endorsed and approved the sunset plan on April 24, 2015. In contrast, the vote by the ladder faculty affiliated with the IDP (apparently reported on November 7, 2014) was split with 4 voting to continue the IDP, 6 voting to disestablish the IDP, 1 abstaining, and 1 not voting. Votes of adjuncts and professional instructors were similarly split.

The Committee finds the decision of the Graduate Council consistent with the Code of the Academic Senate and the requirements of Appendix V. We are, however, concerned by the fact that votes conducted of IDP faculty on October 14 and November 7, 2015, were not by secret ballot. In the future the Committee on Rules and Jurisdiction recommends that votes of such importance be conducted by secret ballot.

cc: Jason Throop, Committee on Rules & Jurisdiction
    James Crall, Committee on Rules & Jurisdiction
    Kyle Cunningham, Committee Analyst, Graduate Council
    Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
    April de Stefano, Director of Academic Services, Graduate Division
    Jonathan Furner, Chair, Department of Information Studies
    Robin L. Garrell, Dean, Graduate Division
    Fredye Harms, Principal Policy Analyst, Coordinating Committee on Graduate Affairs
    Jutta Heckhausen, Chair, Coordinating Committee on Graduate Affairs
    William McDonald, Chair, Department of Film, Television and Digital Media
    Joel Aberbach, Chair, Academic Senate
    Linda Mohr, Chief Administrative Officer, Academic Senate
    Serge Chenderian, MSO, Academic Senate
    Marian McKenna Olivas, Committee Analyst, Rules & Jurisdiction
    Teri Schwartz, Dean, School of Theater, Film and Television
    Marcelo Suarez-Orozco, Dean, Graduate School of Education and Information Studies
February 8, 2015 (revised April 2, 2015)

To: Alex Bui  
Chair, Graduate Council

From: Allyson Nadia Field  
Chair, Moving Image Archive Studies IDP  
Assistant Professor, Department of Film, Television and Digital Media

William McDonald  
Acting Chair (Spring 2015), Moving Image Archive Studies IDP  
Professor and Chair, Department of Film, Television and Digital Media

Re: Appendix V proposal to discontinue the Moving Image Archive Studies IDP

The UCLA program in Moving Image Archive Studies (MIAS), an interdepartmental masters program jointly administered by the Department of Film, Television and Digital Media (FTVDM) in the School of Theater, Film and Television (TFT) and the Department of Information Studies (IS) in the Graduate School of Education and Information Studies (GSEIS), is seeking discontinuance. Since its establishment in 2002, the program has been highly successful in terms of student training, graduation, and professional placement. However, it has been plagued by administrative difficulties due to the interdepartmental—and inter-school—structure. These problems were detailed in the most recent Academic Senate Review report (2012-2013). While plans had been in the works for several years to address the structural problems by transferring the program to a single department, thereby eliminating the IDP and making it a departmental degree program, the Senate report submitted May 2, 2014 called for all parties to “revisit” and “rethink” the proposal to discontinue the IDP and establish a MIAS track in one department. The report also called for a progress review meeting with Grad Council leadership to address the decanal, departmental and program responses to the recommendations of the report. This meeting took place on August 27, 2014. Meetings were also held between MIAS stakeholders and Graduate Council leadership on an individual basis. Following these meetings, on September 5, 2014 the Chair of Graduate Council wrote to the Chair of MIAS with “initial feedback and guidance” and recommended that MIAS faculty consider two immediate actions: suspending admissions for Fall 2015 and conducting a retreat to discuss the future of MIAS as an IDP which would result in a vote to either continue as an IDP or discontinue the program.
In preparation for discussions about the viability of the IDP structure, the MIAS Committee to Administer the Interdepartmental Program (CAIDP) voted on the issue of the suspension of admissions for 2015/2016 and, as the vote was split along departmental lines with IS faculty voting to suspend admissions and FTVDM voting against suspension, admissions were suspended (see Appendix A for details of vote). On October 24, 2014, the MIAS faculty from IS and FTVDM, staff, and professional instructors, met with a team of mediators who facilitated a discussion on the future of the IDP. Following that meeting, the faculty held a vote on whether or not to continue the IDP or to discontinue the program. Again, Academic Senate faculty were split, with IS faculty voting to discontinue the IDP and FTVDM faculty voting to continue the IDP (see Appendix B for details of vote). As a result of this split vote, it is evident that the program cannot continue as an IDP without the full cooperation and participation of both departments. Therefore we are proposing discontinuance.

The MIAS faculty are committed to the students currently in the program and have made all necessary arrangements for their progression through the program as outlined in the “sunset” plan below:

**IDP Governance:**
The program’s current funding (1.05 FTE) is expected to remain in place through the end of AY 2015/2016. The Committee to Administer the Interdepartmental Program (CAIDP), comprised of faculty from both departments and representatives from the UCLA Film & Television Archive, will also remain in place through the end of AY 2015/2016. The department Chairs will work together with the Committee Chair and the Deans of TFT and GSEIS to make new committee appointments or leadership changes, should these be required. CAIDP will continue to operate under its existing bylaws and provide oversight on program budget, administrative matters, and student issues.

**Facilities and equipment:** As an IDP, the MIAS program does not have dedicated facilities apart from shared space and facilities with the two academic units that comprise the IDP. Students currently enrolled in the MIAS program will have full access to all facilities and equipment purchased with MIAS funds in the space set aside for MIAS use in the redesigned IS Lab (1st floor, GSEIS Building). This space is open and staffed during posted hours, and supported from the IS Department budget; additional MIAS program funds are neither required nor requested for Lab staffing or other support costs. Any further new equipment acquired during the final year of the program will also be made available for use in this space in AY 2015/2016, unless other arrangements are made by CAIDP.

Beyond AY 2015/2016, the equipment in the MIAS space will remain available for use, with priority for access given to students from FTVDM, IS, or other campus units who have both a legitimate, academically-related need and appropriate training/supervision. After AY 2015/2016, the IS Department will also assume costs related to maintenance and upgrades to this equipment. Should any of the equipment originally purchased with MIAS funds be considered for future disposal or deaccession, the IS Chair will consult with the FTVDM Chair before making final disposition arrangements.
Courses: As several of the MIAS core courses are offered biannually, the full slate of courses must be planned ahead for each incoming cohort. The recommended degree plan for the final MIAS incoming cohort, covering both AY 2014/2015 and AY 2015/2016, was approved by CAIDP in Spring 2014 (see Appendix C for courses scheduled to be offered AY 2015/2016). Per that approved plan, MIAS 240: Archival Administration and MIAS 250: Access to Moving Image Collections will both be offered in Winter 2016. (The popular MIAS 298: Digital Asset Management elective has also been proposed for a second offering in Spring 2016, contingent on the availability of funding and qualified faculty.) Second-year MIAS students who are making satisfactory degree progress and who successfully complete these courses will be able to proceed to culminating requirements and completion of the program in Spring 2016.

Advising: All current students have been assigned ladder faculty advisors in either FTVDM or IS. They are expected to continue with these advising assignments in AY 2015/2016. Students may, as always, choose to work with a different academic advisor according to their research needs or other considerations. In the absence of an incoming cohort, first-year reviews will not be conducted.

Student services: With the suspension of admissions in the Fall, the need for support for incoming students has been eliminated. Amy Gershon, Director of Student Services for GSEIS, will continue to be the point person for MIAS student services needs through AY 2015/2016 (and beyond, as needed, for students who do not complete the program on time). The 50% FTE Program Manager position (Snowden Becker) will remain in place through the final year of the program as well.

Culminating requirements and commencement: Comprehensive exams and portfolio reviews will be conducted following the established procedure at the end of AY 2015/2016 for those students who are on track to complete their degrees. Students choosing the thesis option will likewise complete, defend, and file in Spring 2016.

Commencement exercises for MIAS are held along with those for other degree programs GSEIS and TFT in alternating years. Per the established schedule, commencement for the MIAS Class of 2015 will be held with TFT; commencement for the MIAS Class of 2016 will be held with GSEIS.

Continuing Students: The faculty is committed to seeing continuing students successfully complete all program requirements for graduation. The MIAS IDP is a 2-year program, the last cohort being admitted in Fall 2014 and if on-time, they will finish by the end of AY 2015-2016. See Appendix D for a list of current students and a timeline and/or pathway for the completion of their degrees.

Budget: As indicated above, MIAS funds are currently being expended to hire adjunct/professional faculty when needed, to purchase and/or support equipment for use within the program, to support travel and research activities of students in the program, and the cover the cost of the 50% FTE Program Manager position. As explained to current CAIDP leadership on numerous occasions, it is
the understanding that once the MIAS IDP is discontinued, the UCLA administration shall reclaim all financial resources allocated to the IDP.

Though the IDP structure has proven untenable, both departments recognize the value of moving image archive studies as a discipline at UCLA and are working on plans to enhance departmental curricular and degree offerings to reflect these strengths. Within FTVD's newly developed professional MA track, plans for a new specialization in the theory and practice of film, video and digital media archiving are near completion. Within IS, a new MLIS specialization in Media Archival Studies (MAS) has been reviewed and approved in principle by the IS department faculty and GSEIS FEC. Both departments are cognizant of the need for such specializations to be distinct from the current MIAS program, from each other, as well as from other programs on campus.

Respectfully submitted,

[Signature]

Allyson Nadia Field  
Chair, Moving Image Archive Studies  
Assistant Professor, Cinema & Media Studies  
Department of Film, Television and Digital Media  
School of Theater, Film and Television  
UCLA

[Signature]

William McDonald  
Acting Chair (Spring 2015), Moving Image Archive Studies IDP  
Professor and Chair  
Department of Film, Television and Digital Media  
School of Theater, Film and Television  
UCLA
APPENDIX A

Vote on Suspension of Admissions, October 16, 2014, MIAS CAIDP

Senate Faculty:
Allyson Nadia Field, MIAS Chair, FTVDM – Votes to continue admissions
Janet Bergstrom, FTVDM - Votes to continue admissions
Greg Leazer, GSEIS – Votes to suspend admissions
Anne Gilliland, GSEIS - Votes to suspend admissions (Greg Leazer proxy vote)
Bill McDonald, FTVDM – Votes to continue admissions (Steve Mamber proxy vote)

Archive Representatives:
Mark Quigley, Archive – Votes to continue admissions
Chris Horak, Archive – Votes to continue admissions

Staff:
Snowden Becker, Program Staff – Votes to Suspend Admissions
APPENDIX B

Votes of MIAS, IS, FTV, and other faculty stakeholders on the IDP, November 7, 2014 (as reported to the MIAS chair)

CAIDP = Has ever served on CAIDP; Advisor = has been the official faculty advisor of one or more MIAS students (multiple = more than two since 2009); Faculty = has taught any (MIAS, IS or FTV) course specifically required for completion of the degree since 2009; Other = has taught an indicated course regularly offered and taken by two or more MIAS students each time it is offered since 2009, or other qualification as specified. Not included: Retired/Emeritus faculty, or those who have had no significant involvement in the program since 2009.

Faculty and adjuncts were given the option of voting to 1.) Disestablish the MIAS IDP; 2.) Continue the MIAS IDP; 3.) Abstain from voting. Votes were due 11/7/14. This list reflects votes sent to Allyson Nadia Field. Others were directly reported to Kyle Cunningham.

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<td>Aaron Bittel</td>
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<td>Disestablish IDP</td>
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<td>Snowden Becker</td>
<td>Yes</td>
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<td>Disestablish IDP</td>
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<td>Dino Everett</td>
<td>Yes (as a student)</td>
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<td>Continue IDP (with clearly laid out path to ensure continued success)</td>
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<td>Michael Pogorzelski</td>
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<td>Thelma Ross</td>
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**CAIDP** = Has ever served on CAIDP; **Advisor** = has been the official faculty advisor of one or more MIAS students (multiple = more than two since 2009); **Faculty** = has taught any (MIAS, IS or FTV) course specifically required for completion of the degree since 2009; **Other** = has taught an indicated course regularly offered and taken by two or more MIAS students *each time it is offered* since 2009, or other qualification as specified.
APPENDIX C

MIAS Courses AY 2015/2016
This is the recommended pathway for second year MIAS students:

Fall 2015
IS 431 – American Archives & Manuscripts (4) [Regular offering in IS; MIAS students must take if not already taken in their first year]
MIAS 250 – Access (4)
Electives (IS or FTVDM) or Practica (4-12)

Winter 2016
MIAS 240 – Archival Administration (4)
Electives (IS or FTVDM) or Practica (8)

Spring 2016
MIAS 298 – Digital Asset Management (4)
Electives (IS or FTVDM) or Practica (4-12)
APPENDIX E

Report of the FEC Votes
William McDonald

Subject: FW: MIAS IDP and the vote record from the TFT FEC
Date: Thursday, April 30, 2015 7:11:02 AM Pacific Daylight Time
From: McDonald, William <wmcdonald@TFT.UCLA.EDU>
To: McDonald, William <wmcdonald@TFT.UCLA.EDU>

From: Chrisi Karvonides <karvonides@aol.com>
Date: Monday, April 20, 2015 8:13 AM
To: William McDonald <wmcdonald@ttf.ucla.edu>
Subject: MIAS IDP and the vote record from the TFT FEC

Chair William McDonald,

As TFT FEC Chair I made a motion to approve the Appendix V discontinuance of the MIAS IDP and the vote record from the TFT FEC follows:

Vote was an unanimous YES and recorded on Thursday 4/16/2015 by FEC Coordinator Averil Houston

FEC Chair Chris Karvonides — Yes
Professor Jasmine Trice — Yes
Professor Sylvan Oswald — Yes
Professor Michelle Carriger — Yes
Professor Celia Mercer — Yes

CHRISI KARVONIDES
COSTUMEDESIGNBYCHRISI.COM
&
PAINTINGSBYCHRISI.COM
karvonides@ucla.edu
UCLA MFA Costume Design Professor
CELL 310-406-6413
Hey, Kyle,

The App V document was approved by the GSEIS FEC yesterday.

The vote was 5 in favor, 0 against, 0 abstentions, 4 not voting (absent) and 1 professional faculty member in favor, 1 not voting (absent). So we just made quorum, and the vote was unanimous.

--Greg Leazer
APPENDIX F

Memorandum of Understanding
April 14, 2015

To: Professor Alex Bui
   Chair, UCLA Graduate Council

From: Dean Teri Schwartz
   School of Theater, Film & Television

Dean Marcelo Suárez-Orozco
   Graduate School of Education and Information Studies

Re: Appendix V proposal to discontinue the Moving Image Archive Studies (MIAS) Interdepartmental Degree Program (IDP)

We endorse and approve the sunset plan outlined in the Appendix V proposal approved by the Committee to Administer the Interdepartmental Degree Program (CAIDP) of the Moving Image Archive Studies (MIAS) IDP on April 2, 2015.

We endorse and agree with these specific provisions within the Appendix V document:

1) Governance: the MIAS CAIDP shall remain in place through the end of AY 2015/2016 and will continue to operate under its existing bylaws and provide oversight on program budget, administrative matters, and student issues.

2) Equipment: Students currently enrolled in the MIAS program will have full access to all facilities and equipment purchased with MIAS funds in the space set aside for MIAS use in the redesigned IS Lab. This space is supported from the IS Department budget; additional MIAS program funds are neither required nor requested for Lab staffing or other support costs. Any further new equipment acquired during the final year of the program will also be made available for use in this space in AY 2015/2016, unless other arrangements are made by CAIDP. Beyond AY 2015/2016, the equipment in the MIAS space will remain available for use, with priority for access given to students from FTVDM, IS, or other campus units who have both a legitimate, academically-related need and appropriate training/ supervision. After AY 2015/2016, the IS Department will also assume costs related to maintenance and upgrades to this equipment. Should any of the equipment originally purchased with MIAS funds be considered for future disposal or deaccession, the IS Chair will consult with the FTVDM Chair before making final disposition arrangements.

3) Curriculum: The recommended degree plan for the final MIAS incoming cohort, covering both AY 2014/2015 and AY 2015/2016, was approved by CAIDP in Spring 2014. Second-year MIAS students who are making satisfactory degree progress and who successfully complete these courses will be able to proceed to culminating requirements and completion of the program in Spring 2016.
4) Advising: All current students have been assigned ladder faculty advisors in either FTVDM or IS. They are expected to continue with these advising assignments in AY 2015/2016.

5) Student Services and Program Management: Amy Gershon, Director of Student Services for GSEIS, will continue to be the point person for MIAS student services needs through AY 2015/2016 (and beyond, as needed, for students who do not complete the program on time). The 50% FTE Program Manager position held by Snowden Becker will remain in place through the final year of the program as well.

6) Culminating Requirements and Commencement: Comprehensive exams and portfolio reviews will be conducted following the established procedure at the end of AY 2015/2016 for those students who are on track to complete their degrees. Students choosing the thesis option will likewise complete, defend, and file in Spring 2016. Per the established schedule, commencement for the MIAS Class of 2015 will be held with TFT; commencement for the MIAS Class of 2016 will be held with GSEIS.

7) Budget: The program’s current funding (1.05 FTE) is expected to remain in place through the end of AY 2015/2016. No additional resources are required as the MIAS budget is separate from departmental budgets. Once the MIAS IDP is discontinued, the UCLA administration shall reclaim all financial resources allocated to the MIAS IDP
GRADUATE COUNCIL

Appendix V: Establish the UCLA Herb Alpert School of Music with the transfer of three established department (Ethnomusicology, Music and Musicology) and the creation of a Dean’s Office.

Appendix V: Redefine the existing UCLA School of the Arts and Architecture by focusing on four complementary departments (Art, Architecture and Urban Design, Design, Media Arts, and World Arts and Cultures/Dance) and transferring two department (Ethnomusicology and Music) to the proposed UCLA Herb Alpert School of Music

The Graduate Council recommends the implementation of the two complimentary proposals to establish the new UCLA Herb Alpert School of Music and to redefine the UCLA School of the Arts and Architecture. The new School will “foster musical and scholarly innovation through dedicated centers and degree programs, as well as provide a central portal through which music can engage with other disciplines on campus and beyond.” The redefined School “will continue its strong commitment to innovative education, pioneering research, dynamic public service and community engagement, and to the fundamental human value of creativity.” Given the extensive proposal development and review processes, the Graduate Council considers the proposed actions academically sound and in the best interest of the University of California.

Votes and consultation on the Proposals

With respect to the establishment of the UCLA Herb Alpert School of Music

- Of the 15 eligible Senate faculty in the Department of Ethnomusicology, 11 voted in favor, 3 were opposed, and 0 abstained; 1 did not vote.

- Of the 19 eligible Senate faculty in the Department of Music, 14 voted in favor, 0 were opposed, and 0 abstained; 5 did not vote.

- Of the 10 eligible Senate faculty in the Department of Musicology, 5 voted in favor, 3 were opposed, and 2 abstained; all voted.

With respect to the redefinition of the UCLA School of the Arts and Architecture:

- Of the 15 eligible Senate faculty in the Department of Architecture and Urban Design, 5 voted in favor, 0 were opposed and 0 abstained; 10 did not vote.

- Of the 16 eligible Senate faculty in the Department of Art, 7 voted in favor, 3 were opposed, and 0 abstained; 7 did not vote.
• Of the 11 eligible Senate faculty in the Department of Design | Media Arts, 8 voted in favor, 0 were opposed, and 0 abstained; 3 did not vote.

• Of the 21 eligible Senate faculty in the Department of World Arts and Cultures/Dance, 6 voted in favor, 8 were opposed; and 0 abstained; 7 did not vote.

At its May 1, 2015, meeting the Graduate Council voted to support the proposed actions (9 in favor, 0 abstentions, 1 opposed, 1 recused; GSA Reps: 2 in favor) to establish the UCLA Herb Alpert School of Music and redefine the UCLA School of the Arts and Architecture.

Respectfully submitted:

GRADUATE COUNCIL

Ioanna Kakoulli, Materials Science and Engineering, Vice Chair
Priyanga Amarasekare, Ecology and Evolutionary Biology
Alison Bailey, Education
Antonio Bernardo, Anderson Graduate School of Management
Olivia Bloechl, Musicology
Michael Carey, Biological Chemistry
Jessica Cattelino, Anthropology
Patricia Cheng, Psychology
Robert Chi, Asian Languages and Cultures
Robert Clubb, Chemistry and Biochemistry
Susan Cochran, Epidemiology and Statistics
Christopher Colwell, Psychiatry & Biobehavioral Sciences
Katrina Dipple, Human Genetics
Arne Lunde, Scandinavian Section
Wendie Robbins, Nursing and Environmental Health Sciences
Lieven Vandenberghe, Electrical Engineering and Mathematics
Victoria Vesna, Design | Media Arts
Ronald Vroon, Slavic, East European and Eurasian Languages and Cultures
Roger Waldinger, Sociology
Alex A.T. Bui, Radiological Sciences, CHAIR

Link to all proposal materials and responses:
http://www.senate.ucla.edu/CurrentIssues.htm#HASOM
May 14, 2015

To: Alex Bui, Chair
Graduate Council

From: Linda Bourque, Chair
Rules & Jurisdiction

Re: Proposal to Create the Herb Alpert School of Music and Restructure the School of the Arts and Architecture

The Committee on Rules and Jurisdiction has reviewed the Graduate Council’s request that the Committee on Rules and Jurisdiction confirm that the Council appropriately handled the Appendix V action creating the Herb Alpert School of Music and restructuring the School of the Arts and Architecture. The Committee finds the decision of the Graduate Council consistent with the Code of the Academic Senate and the requirements of Appendix V.

At the request of Vice Provost Emeritus Smith, Rules and Jurisdiction has opined on a number of issues about the Appendix V procedures dating back to October 2014. One of those memos (February 28, 2015) is included in the documentation that accompanied your memo of May 8, 2015. It is not clear whether our correction to that memo sent on March 5 is included; it should be added to the documentation, and is attached.

It is the Committee on Rules and Jurisdiction’s opinion that this process has been careful, fair and thorough. But we agree with the Graduate Council that the restructuring should be carefully monitored through 8-year reviews and other activities to insure transparency and the development of a sense of community in the new academic structure as the two Schools maintain and expand the excellence of arts education at UCLA.

Finally, please make sure that all of your documents refer to the School of the Arts and Architecture (emphasis added).

Attachment: Committee on Rules and Jurisdiction memo to Vice Provost Emeritus Smith, March 5, 2015

cc: Jason Throop, Committee on Rules & Jurisdiction
James Crall, Committee on Rules & Jurisdiction
Joel Aberbach, Chair, Academic Senate
Serge Chenkerian, MSO/Executive Assistant, Academic Senate
Kyle Cunningham, Committee Analyst, Graduate Council
Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
April de Stefano, Director of Academic Services, Graduate Division
Leo Estrada, Vice Chair, Academic Senate
Robin L. Garrell, Dean, Graduate Division
Fredye Harms, Principal Policy Analyst, Coordinating Committee on Graduate Affairs
Jutta Heckhausen, Chair, Coordinating Committee on Graduate Affairs
Linda Mohr, Chief Administrative Officer, Academic Senate
Marian McKenna Olivas, Committee Analyst, Rules & Jurisdiction
Jan Reiff, Immediate Past Chair, Academic Senate
David Schaberg, Dean, Division of Humanities
Judith Smith, Vice Provost Emerita, Chancellor’s Office
Christopher Waterman, Dean, School of Arts and Architecture
May 11, 2015

Joel D. Aberbach, Chair
Academic Senate

Dear Joel,

I am writing in response to your request for the Graduate Council’s coordination of the Appendix V actions to establish a new School (UCLA Herb Alpert School of Music) and to redefine an existing School (UCLA School of the Arts and Architecture) at UCLA. Following review of the proposals and associated responses at its meeting on May 1, 2015, the Graduate Council voted to support the proposed actions (9 in favor, 0 abstentions, 1 opposed, 1 recused; GSA Reps: 2 in favor).

In your memo dated February 27, 2015, you note that the Executive Board recommended that the proposal be considered a “friendly” action and, if we concur, that the alternate dispute resolution process be invoked. The Board noted some opposition votes and asked that the council consider whether negative votes within a department should result in an unfriendly action.

As you know, the pre-proposal for these actions was submitted to the Academic Senate in Fall 2014, at which time, the Graduate Council (among many other Senate committees) provided its initial comments. Subsequent to these reviews, the proposals were finalized and resubmitted to all relevant parties, who were provided another opportunity to provide feedback. Before reviewing the proposal with the Graduate Council, which was assigned the designated committee to coordinate the actions, we forwarded it to the Undergraduate Council and Council on Planning and Budget, both of which responded affirmatively to the proposed actions. The Undergraduate Council, in particular, provided us with its assessment of the proposed actions (i.e., friendly or unfriendly) and reaffirmed the Council’s position that, despite the lack of unanimity in the votes, there was an overwhelmingly positive vote that supports expediting these actions via the alternate dispute resolution process.

Furthermore, given the significant work and consultation done by Vice Provost Emerita Judith Smith with preparing the proposals and considering the perspectives of all faculty in the impacted departments, the notion of conducting additional interviews to complete our investigation would seem duplicative and unnecessary. Additionally, via the Academic Senate’s 8-year review process, as noted by the Undergraduate Council, the proposed actions have been long supported by both Councils for a number of reasons (both curricular and administrative) that expressly support consolidating the various “music” disciplines under one School, which is already recognized – albeit virtually – as the Herb Alpert School of Music. As such, the Graduate Council again supports expediting the actions via the alternate dispute resolution process and believes that they will result in a logical organizational structure that encompasses and celebrates arts education at UCLA. After reviewing departmental responses to the proposed actions and assessing the extent to which the opposition is truly opposed to the establishment and redefinition, members note that, especially in the case of the Department of World Arts and Cultures/Dance, the expressed concerns were more about the Department’s future role in the redefined school, than opposition to the action. In recognition of the minority opposition however, the Graduate Council (in coordination with the Undergraduate Council) is committed to ensuring that its concerns are monitored and addressed via the regular 8-year program review process.
We also recognize that the timing of these actions—corresponding with the appointment of two new deans—will require their keen oversight and informed judgment when making academic and management decisions. The holders of these appointments should be effective mediators, who possess a great degree of sensitivity to ensure inclusivity and collaboration in governing the schools. We therefore strongly recommend that the Administration support quarterly School-wide town hall meetings so that all parties are privy—and may contribute to—future planning in both Schools. It will be imperative for the Administration to actively foster a sense of community within the new academic structure, and to ensure transparency in the decisions moving forward. It may even be appropriate that rather than wait for the new decanal appointments, that current Administration initiate open forums for discussion about moving forward with the new School, addressing the identified concerns of some faculty.

By copy of this letter, the Graduate Council requests the Committee on Rules and Jurisdiction’s confirmation of the Council’s appropriate handling of the process and, upon receipt of its response, recommends divisional approval by the Legislative Assembly. I am also copying this letter to the Chair of the Coordinating Committee on Graduate Affairs, Jutta Heckhausen, to inform CCGA of the pending action.

The Council wishes to recognize the tremendous effort by Vice Provost Emerita Smith with facilitating preparation of these proposals, the Undergraduate Council for its thoughtful and helpful analysis, and the faculty of both schools for their anticipated cooperation and support with maintaining the excellence of arts education that is so critical to the University.

If have any questions or require any additional information, please feel free to contact me via the Graduate Council’s committee analyst, Kyle Cunningham, at kcunningham@senate.ucla.edu.

Sincerely,

Alex Bui, Chair
Graduate Council

cc: Linda Bourque, Chair, Committee on Rules & Jurisdiction
Serge Chenkerian, MSO/Executive Assistant, Academic Senate
Kyle Cunningham, Committee Analyst, Graduate Council
Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
April de Stefano, Director of Academic Services, Graduate Division
Leo Estrada, Vice Chair, Academic Senate
Robin L. Garrell, Dean, Graduate Division
Fredye Harms, Principal Policy Analyst, Coordinating Committee on Graduate Affairs
Jutta Heckhausen, Chair, Coordinating Committee on Graduate Affairs
Linda Mohr, Chief Administrative Officer, Academic Senate
Marian McKenna Olivas, Committee Analyst, Rules & Jurisdiction
Jan Reiff, Immediate Past Chair, Academic Senate
David Schaberg, Dean, Division of Humanities
Judith Smith, Vice Provost Emerita, Chancellor’s Office
Christopher Waterman, Dean, School of Arts and Architecture
Responses to the UCLA Proposal to Establish the Herb Alpert School of Music and Redefine the School of Arts & Architecture

1. Office of Academic Planning and Budget Response (April 15, 2015)
2. Undergraduate Council Response (April 9, 2015)
3. Council on Planning and Budget Response (April 7, 2015)
4. Graduate Council Request to CPB and UgC (March 12, 2015)
5. Committee on Rules & Jurisdiction Correction (March 5, 2015)
6. Smith Email (March 3, 2015)
7. Committee on Rules & Jurisdiction (February 28, 2015)
8. Executive Board Designation Letter (February 27, 2015)

Link to all proposal materials and responses:
http://www.senate.ucla.edu/CurrentIssues.htm#HASOM
April 15, 2015

Professor Joel Aberbach
Chair, Academic Senate
3125 Murphy Hall
140801

Dear Joel:

I have reviewed the proposals to establish the Herb Alpert School of Music by combining the departments of Ethnomusicology, Music, and Musicology and reconfiguring the School of the Arts and Architecture.

As stipulated above, the proposal to establish the Herb Alpert School of Music requires the transfer of three departments, two from the School of the Arts and Architecture (Ethnomusicology and Music) and one from the division of Humanities in the College (Musicology). Additionally, the establishment of a new school requires the provision of resources to create a Dean's Office for the newly established school and a plan to retire the debt associated with the newly constructed Ostin Music Center.

Dean Waterman's letter of support clearly identifies the resources associated with the two departments in the School of the Arts and Architecture and his intent to transfer those resources to the newly established school. The resources remaining with the School of the Arts and Architecture are sufficient to fund the redefined school in a manner that is consistent with the school's current funding level.

Dean Schaberg's letter of support also clearly identifies the resource associated with the department in the division of Humanities in the College along with his intent to transfer those resources to the newly established school.

EVC Waugh strongly supports both proposals and the Chancellor has agreed to provide the permanent funding necessary to establish a new Dean's Office for the Herb Alpert School of Music. In addition, commitments of central resources have been established to both retire the debt associated with the Ostin Music Center and renovate the physical space in the Schoenberg building to establish the Dean's suite.
Therefore, given the strong desire to move forward with establishing the Herb Alpert School of Music along with the commitments in place from central resources and school and divisional resources, I see no financial impediments towards establishing the school.

Should you have any additional questions, please do not hesitate to contact me.

Sincerely,

Glyn Davies
Associate Vice Chancellor
Academic Planning and Budget

cc: Executive Vice Chancellor and Provost Scott Waugh
Chief Financial Officer and Vice Chancellor Steven A. Olsen
Dean David Schaberg
Emeritus Vice Provost Judith L. Smith
Dean Chris Waterman
April 9, 2015

Alex Bui, Chair
Graduate Council

Re: Proposal to Establish a New School: UCLA Herb Alpert School of Music
Proposal to Redefine an Existing School: UCLA School of the Arts and Architecture

Dear Alex,

The Undergraduate Council (UgC) completed its review of the two Appendix V proposals during its meeting on March 20, 2015. We noted the lack of unanimity in the votes on both proposals, but found sufficient explanation in the accompanying explanations, both from in the proposal and from the departments themselves. In our pre-review, we raised many points about the undergraduate curriculum and regulations, all of which were addressed in this final proposal. In the hopes of easing Graduate Council’s review, I will divide our comments below to address each proposal separately.

Proposal to Establish the Herb Alpert School of Music (HASOM)

The lack of unanimity in the votes from the three affected departments calls into question whether this Appendix V action is indeed “friendly.” The overall vote was overwhelmingly positive (30 – 6 “yes” among Senate Faculty and 71 – 7 “yes” among all faculty). The location of the Senate faculty “no” votes (three in Ethnomusicology and three in Musicology) and the accompanying departmental responses reveal curricular concerns for the proposed new school. Both departments express concern about the place for their scholarship in a School of Music, which could begin to resemble a traditional music conservatory, focused more on music performance than the study of music history and world music.

The council was pleased to see the detailed draft regulations for the proposed new school. We understand, from Vice Provost Emerita Smith’s correspondence in Fall 2014 that these regulations cannot be final until the school is constituted. The draft clearly addressed the council’s concerns about General Education and Diversity requirements for graduation. We did not see any more detail on admissions processes for the proposed new school. Currently, all applicants for undergraduate admissions in the School of the Arts and Architecture (SOAA), complete supplemental application materials and are evaluated by departmental faculty. This supplemental application also comes with an additional fee (on top of the UC application fee). The details of the undergraduate admissions process for the proposed School of Music needs to be developed, especially since student services (including admission) are proposed to be separate operations in SOAA and HASOM.
The Graduate and Undergraduate Councils called for the formation of a School of Music to house the Departments of Music, Musicology, and Ethnomusicology after the Program Review of the Department of Music in 2010-11 (echoing the previous two eight-year reviews of this department) and re-affirmed this call in the reviews of the Departments of Musicology and Ethnomusicology in 2013-14. In finally housing these three departments in a single school, though, we must be wary of the advice from the recent Program Review Reports. Recommendations about faculty civility and cooperation are beyond the purview of the council in this particular matter, but members wished to reiterate curricular issues, listed below:

- The Jazz Studies Program in the Department of Ethnomusicology has had a troubled past with the Department of Music. Enough time seems to have passed for reconciliation, but the 2013-14 review of the Department of Ethnomusicology revealed that many Jazz Studies majors preferred a conservatory-style program without the BA requirements for Ethnomusicology. The placement of Jazz Studies in the new school should be carefully considered.

- As we noted in our response to the pre-proposal in Fall 2014, the 2013-14 review of the Department of Musicology recommended that the department update its courses and change the subject area “Music History” to “Musicology.” Especially in light of the concerns about the role the department will have in the scholarship of the new school, the naming of these courses should be considered carefully.

- The 2013-14 Musicology Review also revealed that certain courses in the Music Department taken by Musicology students lacked sufficient rigor. This review went on to suggest more double-major programs among the three music-related departments. For this, or less-involved efforts of curricular integration, to occur, the three departments must cooperate. This cooperation is made even more necessary by the creation of the new school.

Proposal to Redefine the School of the Arts and Architecture

Here again, the non-unanimous vote raised questions about the “friendly” nature of this Appendix V action. Taken as a whole, the vote was positive (26 - 11 “yes” among Senate faculty and 38 - 13 “yes” among all faculty). The most troubling vote was in the Department of World Arts and Cultures/Dance (WAC/D) (6 – 8 “yes” among Senate Faculty and 11 – 10 “yes” overall). Though the “no” votes are not directly explained, the WAC/D response to the proposal outlines the department’s concerns about their position in the redefined school. Though WAC/D identified many benefits to the redefinition of the school, UgC members sympathized with the concerns expressed. Members did not feel that any further investigation into this split vote was necessary, but suggests that the Graduate and Undergraduate councils work together, through the program review process, to ensure that the trajectory of the redefined school, as it plays out, appropriately incorporates dance, performance, and the study of world cultures.

In terms of curriculum, we do not see any serious immediate implications from this Appendix V action. SOAA has operated effectively under its existing regulations for a number of years and has an engaged Faculty Executive Committee. Of course, as we have learned through the
program review process, resource availability and allocation often directly correlate to a department’s or a school’s availability to offer a robust curriculum. So, as we have said above, we look forward to working with the Graduate Council to offer support to the departments remaining in the redefined SOAA.

The council does realize that many of the above comments lie outside of the Appendix V process. But, with the designation of this as a “friendly” action and the expedited process that accompanies this designation, members felt it necessary to reinforce the concerns of the minority votes on both actions. If you have any questions or if any of the above points require clarification, please contact me (x69449; jwg@chem.ucla.edu) or Undergraduate Council Analyst Matt Robinson (x51194; mrobinson@senate.ucla.edu).

Sincerely,

Jim Gober, Chair
Undergraduate Council

cc: Kyle Cunningham, Committee Analyst, Academic Senate
Linda Mohr, CAO, Academic Senate
Matt Robinson, Committee Analyst, Academic Senate
April 7, 2015

Alex Bui
Chair, Graduate Council

Re: Proposal to establish the UCLA Herb Alpert School of Music and Redefine the UCLA School of the Arts and Architecture

Dear Professor Bui,

Thank you for providing the Council on Planning and Budget (CPB) with an opportunity to comment on the proposal for the establishment of the UCLA Herb Alpert School of Music and to redefine the School of Arts and Architecture. The Council discussed the proposal via email, since there were no meetings scheduled during the month of March. After discussion, the council voted to support the proposal (11 in favor, 1 opposed, 0 abstain).

The membership majority agrees that the questions brought up in November have been answered on the final proposal. We do not see any obvious financial issues, and support the request.

Thank you for the opportunity to review this revised proposal. If you have any questions for us, please do not hesitate to contact me at sears@issr.ucla.edu, or via the Council on Planning and Budget’s committee analyst, Elizabeth Feller, at efeller@senate.ucla.edu or x62470.

Sincerely,

David O. Sears, Chair
Council on Planning and Budget

cc: Kyle Cunningham, Committee Analyst, Graduate Council
Linda Mohr, Chief Administrative Officer, Academic Senate Office
Elizabeth Feller, Committee Analyst, Council on Planning and Budget
Members of the Council on Planning and Budget
March 12, 2015

Jim Gober, Chair
Undergraduate Council

David O. Sears, Chair
Council on Planning and Budget

Dear Professors Gober and Sears,

As you know, the Academic Senate received the enclosed proposals from Emerita Professor and Dean/Vice Provost Judith Smith for the establishment of the UCLA Herb Alpert School of Music and the redefinition of the School of Arts & Architecture at UCLA. Smith is serving as the administrative liaison for the coordination and preparation of both proposals. The Academic Senate’s Executive Board has assigned the actions to the Graduate Council as the designated committee, which will follow the procedures as outlined in Appendix V of the Divisional Manual of the Academic Senate.

In order to facilitate the Graduate Council’s review and ultimate recommendations, I am writing to request the Undergraduate Council and Council on Planning and Budget’s feedback concerning the proposed actions. The Graduate Council’s initial determination is that the proposals constitute “friendly” actions, as recommended by the Executive Board, in which case, we will invoke the procedures for an Alternative Dispute Resolution.

In order to proceed accordingly, I am writing to formally request your councils’ reviews and respectfully ask for your responses no later than Thursday, April 9, 2015 so that the Graduate Council can complete its review before its deadline to respond to the Executive Board by April 24, 2015. As noted in the Executive Board’s assignment letter, dated February 27, 2015, Associate Vice Chancellor Glyn Davies has been asked to provide a statement on the financial feasibility and impact of the proposals, which will be critical for the Council on Planning and Budget’s review.

If you have any questions please do not hesitate to contact me via the Graduate Council’s policy analyst, Kyle Cunningham, at ext. 51162 or kcunningham@senate.ucla.edu. Thank you in advance for your input and contributions to this important process.

Sincerely,

Alex Bui, Chair
Graduate Council

Cc: Joel Aberbach, Chair, Academic Senate
    Kyle Cunningham, Committee Analyst, Graduate Council
    Glyn Davies, Associate Vice Chancellor, Academic Planning and Budget
    Elizabeth Feller, Committee Analyst, Council on Planning and Budget
    Linda Mohr, Interim CAO, Academic Senate
    Matt Robinson, Committee Analyst, Undergraduate Council
March 5, 2015

To: Judi Smith  
   Dean/Vice Provost (on recall)  
   Los Angeles Division

From: Linda Bourque, Chair  
       Rules & Jurisdiction

Re: Proposed School of Music and Reconfigured SOAA, Addendum

The Committee on Rules and Jurisdiction received your email sent on Tuesday, March 3, 2015, and realizes that we erred in determining the time line and set of approvals that must apply for both the proposed School of Music and the reconfigured School of the Arts and Architecture.

The Committee failed to realize that if the School of the Arts and Architecture was approved before the proposed School of Music two departments, Music and Ethnomusicology, would be left homeless for some period time. This is not acceptable from anybody’s point of view.

Thus, the Committee on Rules and Jurisdiction revises its ruling of February 28, 2015, to specify that neither the proposed school of music nor the reconfigured School of the Arts and Architecture are final until both proposals are approved by the Board of Regents. New bylaws, regulations, and other elections can be conducted by the two proposed schools after they are approved by the Board of Regents.

cc: Jason Throop, Committee on Rules & Jurisdiction  
     James Crall, Committee on Rules & Jurisdiction  
     Joel Aberbach, Chair, Academic Senate  
     Leobardo Estrada, Vice Chair, Academic Senate  
     Jan Reiff, Immediate Past Chair, Academic Senate  
     Linda Mohr, CAO, Academic Senate  
     Serge Chenkerian, MSO, Academic Senate  
     Marian Olivas, Committee Analyst, Academic Senate
FYI -

From: Smith, Judi
Sent: Tuesday, March 03, 2015 7:34 AM
To: Bourque, Linda
Cc: Throop, C. Jason; Crall, James; Aberbach, Joel; Estrada, Leobardo (Forward); Reiff, Janice; Mohr, Linda; Olivas, Marian; Chenkerian, Serge
Subject: Re: Response to January 8 memo

Dear Linda,
Thank you for your letter and the Committee’s thoughtful response. I am in NYC until March 14 but when I return, I would like to discuss the ruling with you. It seems to me that the vote for the SOAA bylaws cannot occur until the Regents ruling on the proposed School of Music. If the SOAA bylaw vote occurred earlier, faculty in Musicology and Ethnomusicology would be left ‘homeless’ with w/o vote or school governance. This would not be a problem for Musicology because they would still be part of the College until The Regents approved the establishment of the new School.

Based on my understanding of the situation, it appears that no vote could be scheduled until after the Regent’s action.

Best, Judi

On Mar 2, 2015, at 11:11 PM, Linda Bourque <lbourque@ucla.edu> wrote:

Attached is the Committee on Rules and Jurisdiction’s response to your inquiry dated January 8, 2015.
Linda Bourque
<r&j SOM February 28, 2015 FINAL.docx>
<1-30-03AcadPrgReviewProposal.pdf>
February 28, 2015

To: Judi Smith
   Dean/Vice Provost (on recall)
   Los Angeles Division

From: Linda Bourque, Chair
       Rules & Jurisdiction

Re: Proposed School of Music and Reconfigured SOAA

The Committee on Rules and Jurisdiction reviewed your memo of January 8, 2015.

The Committee notes that the Pre-Proposal phase describing the development of a new School of Music and a reconfigured School of the Arts and Architecture has been completed. We interpret your memo to be a formal submission to the Executive Board of the Academic Senate. Two proposals were submitted, one for a new School of Music and one for a restructured School of the Arts and Architecture. At this time the Executive Board needs to:

- Determine whether an Appendix V review will be initiated;
- Notify the University of California Academic Senate that an Appendix V review has been initiated; and
- Establish the designated committee or committees; Appendix V states that both the Undergraduate Council and the Graduate Council would be the designated committees.

While a number of issues are raised in the memo, only one appears to be relevant for the Committee on Rules and Jurisdiction. This is the following.

When is the faculty of a new school or restructured school formally constituted and thereby authorized to ratify documents such as the Bylaws and Regulations?

To answer this question, we reviewed six documents.

- Bylaws of the Academic Senate, University of California;
- The Bylaws of the Los Angeles Division of the Academic Senate;
- Appendix V, Procedures for Transfer, Consolidation, Disestablishment, and Discontinuance (TCDD) of Academic Programs and Units, from the Los Angeles Division, Amended May 28, 1996;
- Procedural Manual for the Review of Proposals for Academic Programs and Units, dated January 30, 2003; and
- Standing Orders 105.1, 105.2, and 110.1 of the Regents.
In SB 80 (B)(5) the UC Bylaws specify that “Divisional Manuals shall include Bylaws of Faculties and Councils directly responsible to the Division.” They are silent as to when Bylaws should be developed relative to the timeline for establishing Faculties (e.g., schools and colleges) and Councils. But, SB 30 (B) states the following.

Initial elections in a newly established legislative agency of the Senate shall occur as soon as possible, and each person elected shall assume office immediately. If at the time of the election the unexpired term of such office is less than four months, the incumbent shall remain in the office until the end of the following term.

In UCLA Bylaw 50 (A), it states “The membership of each Faculty is determined by the Bylaws of the Los Angeles Division . . . [and] (4) All members of the Division who are members of departments assigned to the college or school (5) Such other members of the Senate as are specified in Divisional Bylaws 160 through 184 (Membership of Faculties).” [And] 50 (D) The government and supervision of each college and school at Los Angeles is vested in the Faculty concerned . . . “ The UCLA Manual is silent as to when Bylaws should be developed relative to the timeline for establishing Faculties (e.g., schools and colleges) and Councils.

Appendix V is silent regarding when bylaws are written and approved.

“Steps in the Process” states “The proposal should outline plans for establishing departmental bylaws and standing committees, and should as far as possible address larger governance issues such as FEC representation or the new unit’s membership in a constituency of the Committee on Committees.” But it goes on and states:

Note: An Appendix V action is considered final ONLY after the Legislative Assembly vote. Until then, the programs/units in question should avoid circulating any materials or memoranda, or taking any actions, that assume the outcome of the vote (p. 4).

“Steps in the Process” states and Appendix V implies that an Appendix V action is complete when it has been approved by the Legislative Assembly in the Los Angeles Division and transmitted to the “proper administrative officials.”

In contrast, Regents’ Standing Order 110.1 (amended March 15, 1996) makes it clear that academic units must be approved by the Regents.

The Board has established the colleges, schools, graduate divisions, certain other major academic units, affiliated institutions, and related activities at the several campuses and facilities of the University of California and, upon the recommendation of the President of the University, with the advice of the Academic Senate, has established the degrees awarded by the several academic units of the University. The Board shall approve the establishment and disestablishment of colleges, schools, graduate divisions, and organized multicampus research units, upon the recommendation of the President with the advice of the Academic Senate. . . . (Emphasis added.)

The Procedural Manual confirms that the Regents have final authority for establishing a new school or college. See pages 33-34 in the attached document. In contrast, information presented on page 2 of the Procedure Manual appears to contradict the information presented on
pages 37-38. The *Procedural Manual* is silent on when bylaws are written relative to establishing a new school or reconfiguring a school or college.

**Committee Summary**

After reviewing all of these materials, the Committee on Rules and Jurisdiction concludes that the Regents must approve the proposed school of music before the faculty can vote on new bylaws and regulations, but that faculty in the reconfigured School of the Arts and Architecture can vote on new bylaws and regulations when an approved proposal leaves the Los Angeles Division. SB 30 (B) supports this interpretation when it states that “Initial elections in a newly established legislative agency of the Senate shall occur as soon as possible, and each person elected shall assume office immediately.”

In spite of statements in “Steps in the Process,” the Committee sees no reason why the faculties of the two proposed schools cannot be developing new bylaws and regulations while the proposals are going through the Appendix V review.

cc:

- Jason Throop, Committee on Rules & Jurisdiction
- James Crall, Committee on Rules & Jurisdiction
- Joel Aberbach, Chair, Academic Senate
- Leobardo Estrada, Vice Chair, Academic Senate
- Jan Reiff, Immediate Past Chair, Academic Senate
- Linda Mohr, CAO, Academic Senate
- Serge Chenkerian, MSO, Academic Senate
- Marian Olivas, Committee Analyst, Academic Senate
February 27, 2015

Alex Bui  
Chair, Graduate Council  

Glyn Davies, Associate Vice Chancellor  
Academic Planning and Budget  

Re: Proposal to Establish a New School: UCLA Herb Alpert School of Music  
Proposal to Redefine an Existing School: UCLA School of the Arts and Architecture  

Dear Professor Bui and Associate Vice Chancellor Davies,

The Executive Board reviewed the proposal to establish the UCLA Herb Alpert School of Music and the proposal to redefine the UCLA School of the Arts and Architecture (SOAA) at its meeting on February 26, 2015. Although two separate proposals, they are interdependent and overlap in the approval process. Therefore, the Executive Board has approved the initiation of the Appendix V action for the SOAA and also recommends that the two proposals be considered together. The Executive Board has assigned the Graduate Council as the designated committee. It is the Board’s understanding that the Graduate Council will consult with other Senate committees as necessary, including the Undergraduate Council, Council on Planning and Budget, Committee on Rules and Jurisdiction (for bylaw and process review), as well as relevant administrators and students it deems appropriate.

Further, the Executive Board recommends that the Appendix V proposal be considered a “friendly” action and, if the Graduate Council concurs, that the alternative dispute resolution process be invoked. The Board recognizes that there are some opposing votes to the Appendix V action, particularly in the Department of World Arts and Cultures/Dance. However, we ask that you consider in your deliberations whether having some negative votes within individual departments, if counted separately from the division, results in an unfriendly action.

Finally, it is the Executive Board’s desire to complete the review process and schedule approval of the Legislative Assembly at its meeting in June 2015, if possible. Therefore, I ask that the Graduate Council complete its review process no later than April 24, 2015.

At this time, I am also copying Associate Vice Chancellor Glyn Davies with the request that the Office of Academic Planning and Budget provide a statement on the financial feasibility and impact of the proposals.

Thank you in advance for your work on this important proposal. Please do not hesitate to contact me should you have any questions.

Sincerely,

Joel D. Aberbach  
Chair, Academic Senate  

cc: David Schaberg, Dean of the Humanities  
Christopher Waterman, Dean of the School of Arts & Architecture  
Leo Estrada, Vice Chair, Academic Senate  
Jim Gober, Chair, Undergraduate Council  
Jan Reiff, Immediate Past Chair, Academic Senate  
Judi Smith, Emerita Vice Provost/Dean  
Linda Mohr, Chief Administrative Officer, Academic Senate  
Kyle Cunningham, Committee Analyst, Graduate Council
January 28, 2015

Joel Aberbach, Chair
UCLA Academic Senate

Re: Proposal to establish the Herb Alpert School of Music and amend the College Bylaws

Dear Joel,

The College Faculty Executive Committee (FEC) reviewed the proposal to establish the Herb Alpert School of Music during our meetings of December 5th (Final Draft dated Dec 1, 2014) and January 23rd (official Proposal dated January 8, 2015). During both meetings, representatives of Musicology made brief presentations, and then our members discussed two matters at length—the benefits and challenges of establishing a new School and the request that the College Bylaws be amended to include representation for faculty with divisional appointments without departmental assignments (see attachment). I am pleased to report that on both matters our members were enthusiastic in their support and voted unanimously to amend our bylaws pending the establishment of the School (11 approve, 0 oppose, 0 abstain).

Our members believe that a School of Music as outlined in the proposal will benefit UCLA and the three departments by facilitating interdisciplinary teaching and research and celebrating the long tradition that music and the study of music has had on campus. In order to foster interdisciplinarity, we believe the arrangements reached between Dean Schaberg and the Department of Musicology faculty with regard to continued divisional support and the zero percent appointment in the Humanities are positive and will ensure continued collaborations across the College. Upon confirmation that the School of Music is approved, the College FEC will initiate a Bylaw change to include divisional appointments without departmental assignments in our membership profile.

As you consider the matter, please do not hesitate to contact us at cpalmer@mednet.ucla.edu or at jbristow@humnet.ucla.edu with questions. Kyle Stewart McJunkin, Academic Administrator, is also available to assist you and he can be reached at (310) 825-3223 or kmcjunkin@college.ucla.edu.

Sincerely,

Christina Palmer
Chair, College Faculty Executive Committee

cc: Lucy Blackmar, Assistant Vice Provost, Undergraduate Education Initiatives
Raymond Knapp, Chair, Department of Musicology
Claire McCluskey, Assistant Registrar, Registrar’s Office
David Schaberg, Dean, Division of Humanities
Judith Smith, Dean and Vice Provost emerita, Division of Undergraduate Education
Christopher Waterman, Dean, School of Arts and Architecture
Scott Waugh, Provost and Executive Vice Chancellor
Recommend Change in the College Bylaw to ensure that Musicology Faculty remain represented in the College FEC

Part VI. Membership of the Faculty Executive Committee

8. The membership of the Faculty Executive Committee has 13 voting members: the Chair and Vice Chair of the Faculty and eleven faculty members, one elected from each of the academic groups below:

**Current:**
2. Art History; Classics, Asian Languages and Cultures; Linguistics; Musicology

**Recommended Change:**
2. Art History; Classics, Asian Languages and Cultures; Linguistics; faculty with Divisional appointments (w/o departmental assignment)
January 8, 2015

To: Joel Aberbach, Academic Senate Chair  
Alex Blui, Graduate Council Chair  
Linda Bourque, Rules and Jurisdiction Chair  
Jim Gober, Undergraduate Council Chair  
David Sears, Planning and Budget Council Chair

From: Judith L. Smith, Emerita Professor and Dean/Vice Provost

Re: Proposal to Establish the UCLA Herb Alpert School of Music and the Proposal to Redefine the School of the Arts and Architecture

On behalf of the two faculty workgroups, I am attaching two proposals, one to Establish the UCLA Herb Alpert School of Music and the other to Redefine the School of the Arts and Architecture. The proposals originate from UCLA’s Reconstitution Pre-proposal submitted by Chancellor Gene Block to the Office of the UC President on July 1, 2014. My role, on recall, has been to facilitate the writing of the Pre-proposal and the two proposals.

Whereas the Pre-proposal presented two complementary actions in one document, I was advised by the Academic Senate leadership to create two proposals because the establishment of a school would require a separate series of reviews. As advised, I worked over the past six months (July-December 2014) with two faculty workgroups to write the proposals and to facilitate the vetting of and voting on the proposals.

My role as a facilitator has required collaborations with members of the Chancellor’s Office and SOAA Dean’s Office, leaders of the Academic Senate, as well as the affected faculty and staff. UCLA has not established a new school since the Professional Schools Restructuring Initiative (PSRI) in 1994. At that time, I was Vice Chair of UCLA’s Academic Senate and several issues raised twenty years ago are still bothersome. As a result, I requested and obtained several helpful rulings from Rules and Jurisdiction, and I am grateful for Linda Bourque’s assistance.

I am also grateful for the opportunity to meet with three committees of the Academic Senate to summarize and answer questions regarding the factual information presented the Pre-proposal. I met with the Committee on Planning and Budget (October 3, 2014), Graduate Council (October 17, 2014), and Undergraduate Council (October 24, 2014). Later, each Committee responded to me with recommendations. I would like to address a few issues raised in the committees’ memos; my comments have been reviewed by the faculty workgroups.

Memo from Graduate Council (Oct 27, 2014)

1. Council asked that the rationale and benefits for changing the existing structure be more fully addressed in the Proposal. Section 2 of the music school proposal is devoted to a thorough discussion of how UCLA’s proposed School of Music meets the needs of UCLA, the UC system, and beyond. In the “Official Responses” posted in the two proposals, each of the seven departments lists
the major “benefits” of the proposed actions and predicts “advances” for the newly established or refocused school. Lastly, a succinct list of the major benefits is presented in the Executive Summary and in the last section of each proposal.

2. Council stated that it hoped interactions among the faculties in the three music-related departments would improve as a product of the new School of Music. This is a widely shared hope. During the past six months, I have witnessed progress and expect that with inspired leadership the three departments will join forces to develop an ambitious agenda for the new School and provide a transformative model for other 21st century music schools.

Memo from Undergraduate Council (Nov 21, 2014)

1. Council commented on several issues related to the Regulations for the proposed School of Music. After reading the memo, I immediately sent an email seeking clarification and suggesting a meeting. Since I did not receive a response, I repeat my queries here.

From its Nov 21 memo, I understood Council expected that the School Bylaws and Regulations would be ratified before the Proposal to Establish a School of Music was submitted in January (2015). It is my understanding, however, that the “school faculty” cannot ratify them until Chancellor Block sends his official recommendations to the UC President and The UC Regents. This will not occur until UCLA’s Academic Senate has concluded its Appendix V review and the Legislative Assembly votes on the proposals.

Both proposals include preliminary drafts of the Bylaws and Regulations produced by the faculty workgroups during the summer and fall of 2014. When the “affected” faculty voted this December, they did not vote to ratify these Bylaws or the Regulations for either school, as faculty members eligible to vote on an Appendix V action include temporary faculty (adjuncts and lecturers) who are not typically eligible to vote on the Bylaws or Regulations.

This may be another issue for Rules and Jurisdiction, to wit: When is the faculty of a new school or restructured school formally constituted and thereby authorized to ratify documents such as the Bylaws and Regulations?

The workgroups and I have planned to appoint faculty committees to finalize the Bylaws and Regulations during the winter and spring (2015). When the faculty for each school is formally constituted, they will vote on the Bylaws and then on the Regulations. We have assumed this would be in the fall (2015) or winter (2016). At that time, Council would vet the newly approved Regulations and address any lingering academic issues raised in its Nov 21 memo.

2. Council asked for a “transition plan” for moving continuing students and admitting new students to the School of Music. This plan is not included in the Proposal; it will be detailed at the same time the Regulations are presented to Council for review and approval.

3. Council noted the proposal should “discuss the implications for classroom space” and asks “will these programs be contained in the same buildings?” As explained in the Proposal, all three departments are currently housed in the Schoenberg Music Building where most of their classes are taught. Since there will be no changes in the undergraduate curriculum (with the possible exception of a slight reduction in General Education courses for Musicology majors), there are no anticipated implications for classroom space.
4. Council raised questions about on-going academic plans, such as a possible name change for the undergraduate major in Musicology. In its Department Response, each music-related department describes its major academic priorities for the next two years. For the Department of Ethnomusicology and the Department of Musicology, these priorities are integral to their recent Eight-Year Reviews and will be discussed in their upcoming Progress Reports.

5. Finally, Council asked for more rationale about the proposal to create a Shared Central administrative unit that will serve the SOAA Dean’s Office and the SOM Dean’s Office. The rationale has been expanded in the section on School-wide Governance. It is also important to note that elements of the shared units are still being studied by the Chancellor’s Office, including a thorough review of the IT needs by Vice Provost Jim Davis.

Memo from Committee on Academic Planning and Budget (Nov 19, 2014)

1. In its memo, CPB asked if the “definition of music” in the Pre-proposal was too narrowly defined. Section 2 of the Proposal contains a fully developed description of the proposed School of Music and a set of guiding principles (akin to a mission statement). During the past months, the School’s description and principles—first drafted by the faculty workgroup—were edited and re-edited many times and involved the committed efforts of many faculty members from all three music-related departments.

2. Without offering evidence, CPB stated, “it appears that the faculty in Ethnomusicology are the most disenfranchised as a result of the new school.” In Section 6, the Department Response from each faculty lists the benefits (pros) and challenges (cons) of being transferred to the proposed School of Music. Both Ethnomusicology and Musicology faculty members have concerns but neither indicated they were being excluded or disqualified by the description or guiding principles proposed for the new School.

CPB also recommended that the following statement be included: “no department will be disenfranchised.” The Proposal is replete with clear and unambiguous statements embracing the unique contributions of each of the three music-related departments. Simply put, the proposed School will not function without the commitment and engagement of Ethnomusicology, Music, and Musicology; the description of and guiding principles for the new School make this explicit. In a document written to be inclusive and positive, it seemed unnecessary to add the statement CPB recommended.

3. CPB raised concern about the shortfall of staff support and asked, “Do they have the right number of [staff] FTE to support the new school?” This issue is addressed in Section 4 of the Proposal. Based on a HR needs assessment conducted in August, the EVC/Provost and the SOAA Dean provided funds for three new staff members who were hired in the fall (2014). These are department-level staff, not staff proposed for the Dean’s Office. In the course of the next year, the Office of Academic Planning and Budget will continue to review the staffing needs to assure campus leaders that all three departments have adequate staff support. Additionally, the Proposal documents (p. 20) that the Chancellor and the EVC/Provost are committed to providing the necessary funds to achieve adequate staffing for both the new and the reconfigured Dean’s Offices.
4. Finally, and I quote: “CPB asks for confirmation whether any department or faculty member is harmed as a result of the proposed School of Music or the proposed redefinition of the School of Arts & Architecture.” This query cuts to the heart of the Academic Senate’s pending Appendix V review. The Chancellor, the EVC/Provost, and the two Deans neither intend nor foresee any harm to the affected faculty or departments in recommending the proposed actions; indeed, they see clear benefits for all.

A minority of faculty in Ethnomusicology, Musicology, and WACD is concerned about the proposed actions; this is evident in the “Department Response” of each of the three departments and by the number of “No” votes (Ethnomusicology 4 “No” votes of 44 eligible voters; Musicology 3 “No” votes of 16 eligible voters, and WACD 10 “No” votes of 36 eligible voters). During the upcoming Appendix V review of the two proposals, CPB and other Academic Senate agencies will have to decide whether there is real or potential harm to the affected faculty and departments if actions proposed by the administration were implemented.

I hope these comments are helpful; I am available during the Winter Quarter should further questions or issues arise. Lastly, I ask for a response regarding the timing of the faculty vote on School Bylaws and Regulations by end of February. In the meantime, I will continue facilitating the efforts of both workgroups in drafting these documents for both Schools.

cc.
Jan Reiff, Immediate Past Academic Chair
Linda Mohr, CAO, Academic Senate Office

Faculty workgroups:

**SOAA Members**
Rebecca Allen, DMA Chair
Neil Denari, AUD Vice Chair
Abe Hitoshi, AUD Chair
Angelia Leung, WACD Chair
Peter Lunenfeld, DMA Professor
Hirsch Perlman, Art Chair
Polly Roberts, WACD Professor
Patty Wickman, Art Vice Chair

**SOM Members**
Rosina Becerra, Ethnomusicology Chair
Robert Fink, Musicology Professor
Frank Heuser, Music Professor
Professor Ray Knapp, Musicology Chair
Steve Loza, Ethnomusicology Professor
Neal Stulberg, Music Chair
May 28, 2015

To: Joel Aberbach, Chair  
    Los Angeles Division Academic Senate

From: Linda Bourque, Chair  
    Rules & Jurisdiction

Re: Amendments to Bylaw 155

The Committee on Rules and Jurisdiction has reviewed the revised amendments to UCLA Bylaw 155 approved by the Executive Board on May 28, 2015, and finds them consistent with the Code of the Academic Senate.

cc: Jason Throop, Committee on Rules & Jurisdiction  
James Crall, Committee on Rules & Jurisdiction  
Linda Mohr, CAO, Academic Senate  
Serge Chenkerian, MSO, Academic Senate  
Marian Olivas, Committee Analyst, Academic  
Leo Estrada, Chair Elect, Los Angeles Division  
Jan Reiff, Former Chair, Los Angeles Division  
Ann Karagozian, Parliamentarian, Los Angeles Division  
Neal Garrett, Secretary, Los Angeles Division
May 28, 2015

Linda Bourque
Chair, Committee on Rules and Jurisdiction

Re: Proposed Revisions to Divisional Bylaw 155

Dear Professor Bourque,

The Executive Board proposed amendments to Divisional Bylaw 155, which governs mail or electronic ballots on issues, to address multiple ambiguities. The Executive Board sent for comment the proposed revisions to all standing committees of the Academic Senate; responses are available online.

At its meeting on May 28, 2015, the Executive Board voted to leave the threshold for the number of signatories for written petition at the proposed four (4) percent of the voting members of the division. Additionally, the board voted to amend the bylaw to state that the petition must be received no later than 10 instructional days after approval of the minutes rather than after distribution of the minutes. The board agreed that the clock should start after the LgA approves the minutes.

After the board adjourned, it was noted that the language in the revised 155 (D) references the same instructional days, “after the minutes are distributed...” To clarify this time period, this language was revised to indicate the 15 instructional days after the petition period ends.

The Executive Board seeks the Committee on Rules and Jurisdiction’s approval so that the revision may be submitted to the LgA for approval.

Thank you in advance for your review of these proposed amendments. Please do not hesitate to contact me should you have any questions.

Sincerely,

Joel D. Aberbach
Chair, Academic Senate

c: Leo Estrada, Chair, Academic Senate
    Jan Reiff, Immediate Past Chair, Academic Senate
    Linda Mohr, Chief Administrative Officer, Academic Senate
To All Senate Committees:

Summary of changes with rationale:

Divisional Bylaw 155

- Legislative Assembly (LgA) members should be able to call for a vote of the entire Los Angeles Division on a matter during a meeting or by petition after the meeting. The threshold for each of these circumstances will remain at one-third of the members present at the meeting and one-third of LgA members, respectively.

- Members of the division should also be able to petition for a divisional vote on a matter decided by the LgA, but the threshold for such a petition should be higher than the current required amount: equivalent to one-third of the membership of the LgA, currently 53 faculty members. This amount was set at a time when UCLA’s Senate faculty population was much smaller. Replacing it with a percentage would prevent the bylaw from becoming antiquated again. We propose a new threshold of four (4) percent of UCLA’s Senate membership. Currently, this represents 144 faculty members, close to the membership of the Legislative Assembly (159 members).

- Current Divisional Bylaw 155 Sections (B)(3) and (B)(4) should be amended to present a clearer separation between actions taken at an LgA meeting and actions taken at a meeting of the Division. New sections (C)(1) and (C)(2) mirror the language in (B)(1) and (B)(2).

- Section (G) should be added to ensure that, during the same academic year, the LgA does not continue to consider an action that the Division has already decided. The proposed language is similar to the language in Systemwide Senate Bylaw 75(B) as well as Divisional Bylaws at UC San Diego and UC Santa Barbara.

The Executive Board considered these revisions at their May 28, 2015 meeting and voted unanimously (7 approve, 2 oppose, 0 abstain) to approve these amendments. The student vote was 1 approve, 0 oppose, 0 abstain.

Rules and Jurisdiction (R&J) reviewed these changes for conformity on May 28, 2015

Respectfully Submitted,
EXECUTIVE BOARD
May 28, 2015

Alex Bui, Chair, Graduate Council
Leobardo Estrada, Vice Chair/Chair-Elect, Academic Senate
Susan Ettner, At-Large Member
Jim Gober, Chair, Undergraduate Council
Malcolm Gordon, At-Large Member
Kathleen Komar, At-Large Member
Michael Meranze, At-Large Member
William Oppenheim, At-Large Member
Jan Reiff, Immediate Past Chair, Academic Senate
David Sears, Chair, Council on Planning and Budget
Willeke Wendrich, At-Large Member
Allyson Bach, Undergraduate Student Representative
Ivy Onyeador, Graduate Student Representative
JOEL ABERBACH, CHAIR, Academic Senate
### CURRENT BYLAW

155. Mail or Electronic Online Ballots on Issues. The following provisions govern mail or electronic online ballots on Issues.

(A) Only main motions and amendments thereto which have been considered at a meeting of the Division or the Legislative Assembly may be submitted to a mail or electronic online ballot.

(B) Subject to the provisions of subsection (A) above, action taken by the Legislative Assembly shall be submitted to a mail or electronic online ballot of voting members of the Division if:

1. the request for the mail or electronic online ballot is made at the meeting at which the issue has been considered and one-third of the members of the Legislative Assembly present join in the request; or

2. written petition by voting members equal to one-third of the members of the Legislative Assembly is received, singly or collectively, by the Chair within 10 instructional days after distribution of the minutes.

### PROPOSED BYLAW

No change

No change

No change

(2) written petition by one-third of members of the Legislative Assembly is received, singly or collectively, by the Chair no later than 10 instructional days after approval of the minutes of the Legislative Assembly Meeting at which the action in question was taken. Minutes are typically approved at the subsequent LgA meeting; or

(3) written petition by four (4) percent of the voting members of the division is received, singly or collectively, by the Chair no later than 10 instructional days after the approval of the minutes of the Legislative Assembly Meeting at which the action in question was taken. Minutes are typically approved at the subsequent LgA meeting.
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<tr>
<th>Action taken at a meeting of the Division shall be submitted to a mail or electronic online ballot at the request of:</th>
<th>(C) Subject to the provisions of subsection (A) above, action taken at a meeting of the Division shall be submitted to a mail or electronic online ballot of voting members of the Division if:</th>
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<tr>
<td>(3) one-third of the members present and voting on the question at the meeting; or</td>
<td>(1) the request for the mail or electronic ballot is made at the meeting at which the issue has been considered and one-third of the members present join in the request; or</td>
</tr>
<tr>
<td>(4) 35 voting members of the Division by written petition submitted singly or collectively to the Chair within 10 instructional days after distribution of the minutes.</td>
<td>(2) written petition by four (4) percent of the voting members of the Division is received, singly or collectively, by the Chair no later than 10 instructional days after approval of the minutes of the meeting of the Division at which the action in question was taken. Minutes are typically approved at the subsequent LgA meeting.</td>
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- (C) Arguments pro and con, which are submitted within 15 instructional days after the minutes are distributed, are summarized by the Secretary and accompany the ballot. The ballot is sent to electors within five instructional days thereafter and specifies the time and place of the election, which shall be completed within the next ten days.

- (D) In certifying the results to the Division the Secretary gives the number of affirmative and negative votes cast and the number of invalid ballots.

- (E) In the event of a written ballot distributed by mail, each voter receives a single envelope addressed to the Elections Commissioner of the Division. This envelope provide space for the name of the department and the signature of the voter. Envelopes lacking the signature are void. To ensure secrecy, the Elections Commissioner will be present at the time of opening and counting the ballots.
All ballots will be removed from the envelopes prior to the counting of any ballots. On petition of 1% of all eligible voters, a two-envelope ballot procedure will be used for a specified election. Each voter receives a plain envelope in which to enclose the marked ballot, and a further envelope addressed to the Elections Commissioner of the Division. The latter envelope provides space for the name of the department and the signature of the voter. Envelopes lacking this signature are void. Results of the vote are reported to the Secretary of the Division within six instructional days after the election.

In the event an electronic online ballot is used, each voter receives access to a secure, web-based, voting system which meets or exceeds campus security standards. The Elections Commissioner shall provide oversight to the administration of the system. The system shall be designed to separate each ballot from the voter who cast it, so that it is impossible to learn how anyone voted. The system shall be designed so that once a vote has been cast, it immediately will be recorded so that neither the voter nor anyone with access to the system will be able to change the vote. Upon request, hard copy ballots shall be provided for those Senate members who do not have access to electronic voting. In case a voter submits both an electronic and a paper ballot, the electronic ballot takes precedence and the paper ballot will be destroyed prior to the count.

(G) The results of the ballot are conclusive, and the matter may not be reconsidered during the same academic year.
May 5, 2015

To: Professor Joel Aberbach, Senate Chair
   Academic Senate
From: Prof. Clyde Spillenger, Chair
       Academic Freedom Committee

Re: Proposed Revisions to Divisional Bylaw 155

The Committee on Academic Freedom [“Committee”] thanks you for the opportunity to review the proposed revisions for Bylaw 155 at their April 27, 2015 meeting. In general the Committee was supportive of the changes.

One member of the Committee had a concern about the 4% threshold. While this would in most cases prevent trivial appeals to Legislative Assembly rulings, schools in the University with a smaller number of Faculty members would have a larger hurdle to overcome if they wanted to contest a vote that affected their school.

cc:
Jack Feldman
Hilary Godwin
Jill Klessig
Melissa Spencer
Richard Yarborough
Serge Chenkerian, MSO/Executive Assistant, UCLA Academic Senate
Linda Mohr, CAO, UCLA Academic Senate
May 12, 2015

To: Joel Aberbach, Chair
    Academic Senate

From: Council on Academic Personnel

RE: Divisional Bylaw 155

CAP received the request for comment on the proposal revision to Divisional Bylaw 155. Following committee review CAP has no comment on the proposed changes.

We thank you for the opportunity to opine.
May 18, 2015

Professor Joel Aberbach
Chair, UCLA Academic Senate

Re: Committee on Emeriti Affairs’ Response to Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

On behalf of the 2014-2015 Committee on Emeriti Affairs, I am writing to provide you with the membership’s feedback concerning the Proposed Revisions to Divisional Bylaw 155. CEA has no comment on the Proposed Revisions to Divisional Bylaw 155. We thank you for the opportunity to comment.

Sincerely,

David Lopez
Chair, Committee on Emeriti Affairs

cc: Members of the Committee on Emeriti Affairs
     Linda Mohr, CAO, Academic Senate
     Serge Chenkerian, MSO/Executive Assistant, Academic Senate
     Annie Speights, Committee Analyst, Committee on Emeriti Affairs
May 15, 2015

Joel Aberbach  
Chair, Academic Senate

Re: Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

On behalf of the 2014-2015 Committee on Development, I am writing to provide you with the membership’s feedback concerning the proposed revisions to Divisional Bylaw 155. The committee has no comment on the proposal.

Sincerely,

Jennifer Mnookin  
Chair, Committee on Development

cc: Leo Estrada, Vice Chair, Academic Senate  
Jan Reiff, Immediate Past Chair, Academic Senate  
Linda Mohr, Chief Administrative Officer, Academic Senate Office  
Elizabeth Feller, Committee Analyst, Committee on Development  
Members of the Committee on Development
May 18, 2015

Professor Joel Aberbach
Chair, UCLA Academic Senate

Re: Committee on Diversity and Equal Opportunity’s Response to Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

On behalf of the 2014-2015 Committee on Diversity and Equal Opportunity we thank you for the opportunity to comment. CODEO agrees with the Proposed Revisions to Divisional Bylaw 155.

Sincerely,

Marissa Lopez,
Chair, Committee on Diversity and Equality Opportunity

cc: Members of the Committee on Diversity and Equal Opportunity
   Linda Mohr, CAO, Academic Senate
   Serge Chenkerian, MSO/Executive Assistant, Academic Senate
   Annie Speights, Committee Analyst, Committee on Diversity and Equal Opportunity
May 5, 2015

Joel Aberbach
Chair, Academic Senate

Re: Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

On behalf of the 2014-2015 Committee on Library and Scholarly Communication, I am writing to provide you with the membership’s feedback concerning the proposed revisions to Divisional Bylaw 155, reviewed at our meeting on May 4, 2015.

No issues were identified with the proposal and therefore, the Committee unanimously voted to endorse the revisions to Divisional Bylaw 155.

We thank you for the opportunity to review the proposal. If you have additional questions, please do not hesitate to contact me at dsabean@history.ucla.edu, or via the Committee on Library and Scholarly Communication’s Analyst, Elizabeth Feller, at efeller@senate.ucla.edu or x62470.

Sincerely,

David Sabean
Chair, Committee on Library and Scholarly Communication

cc: Leo Estrada, Vice Chair, Academic Senate Office
    Jan Reiff, Immediate Past Chair, Academic Senate Office
    Linda Mohr, Chief Administrative Officer, Academic Senate
    Elizabeth Feller, Committee Analyst, Committee on Library and Scholarly Communication
    Members of the Committee on Library and Scholarly Communication
The College FEC appreciates the opportunity to review the proposed revisions to Divisional Bylaw 155 governing the mail or online electronic ballots on Issues. We reviewed the proposed changes at our meeting on May 15, 2015. We are grateful that the Senate is taking steps to increase the threshold for initiating an Academic Senate-wide vote and to ensure that verbal ambiguities are addressed. We do, however, have several recommendations for additional modifications to the bylaw. The committee participated in a productive discussion and unanimously approved the recommendations outlined below (8 approve, 0 oppose, 0 abstain). The motion was also supported by the two Deans of the College attending the meeting.

First, we appreciate that there now is a clear distinction between voting members of the LgA [proposed 155(B)(2)] and voting members of the division [proposed 155(B)(3)].

Second, we appreciate that the proposed number of petitioners from the Division required to invoke Bylaw 155 is represented by a percentage of the eligible voters rather than an absolute number [proposed 155(B)(3)]. A percentage naturally accommodates the size of the voter pool while an absolute number does not. However, while the suggested new threshold of four percent (4%) is comparable to the number of LgA members [which is actually 1 in 20 (5%) according to Divisional Bylaw 55(A)(2)] and within the range of other UC institutions, we believe that this percentage is still too low. This is the rationale behind our committee’s position: UCLA already has a Legislative Assembly, an elected body, with representatives from every UCLA department apportioned according to the number of Academic Senate members in each department with 1 LgA member for every 20 Senate members in the department. The purpose of the LgA is to act and speak for its constituencies on matters before the LgA. In order to ensure that LgA members do not function in a vacuum, all Academic Senate members receive the Call for every LgA meeting and have the right to attend any LgA meeting, to speak before the body, and to influence the LgA vote through these actions. Because the elected representatives of the LgA are meant to listen to and represent the Academic Senate membership, we believe that the threshold for basically circumventing the role of the LgA as well as the committees and bodies that opined, reviewed, and voted on a matter prior to its reaching the LgA, should be greater than the number of LgA members. We therefore recommend increasing the percentage...
to seven percent (7%) of the eligible voting members in the Division, a percentage used by UC Irvine, thereby ensuring that UCLA is not an outlier. We also recommend that the value associated with the 7% be published on the Academic Senate website each year in order to eliminate confusion about how many petition signatures from voting members of the Division are needed. For example, with 3,602 in the UCLA Senate membership this year, 7% is equal to 252.

Third, we strongly feel that there should be an additional provision that requires that at least two-thirds of the petition signatories be active faculty members, i.e., not Emeriti faculty. Rationale: it is not expected that Emeriti faculty would keep up to date on matters that go before the LgA, particularly if they no longer participate in campus life. Furthermore, it is not appropriate for non-active faculty to be in a position to circumvent standard governing processes on topics for which they do not experience the outcomes.

Fourth, since we are asking to increase the threshold of voting members of the Division, we also recommend increasing the number of days the petitioners have to collect signatures to 15 instructional days in the proposed 155(B)(3).

Fifth, we strongly recommend that a petition not be accepted before issuance of the LgA minutes where the action was taken. Rationale: In order for individuals to make an informed decision about whether or not to sign a petition, it is important that they have access to the discussion that took place at the LgA meeting. Since the LgA is part of the standard governing process, it only makes sense to respect its position in the process and to expect individuals to be informed about the LgA discussion before signing a petition to basically overturn the standard governing process. Here is our suggested wording of the text for the proposed 155(B)(3) referencing timing of submission of the petition by voting members of the division “... by the Chair no later than 15 instructional days after the distribution of the minutes of the Legislative Assembly Meeting at which the action in question was taken, but not before the issuance of the meeting minutes...”. Analogous wording changes should be applied to 155(B)(2), but maintaining the 10 instructional days for submitting the petition by LgA members.

Sixth, we request clarification on what constitutes an action in 155(B). We assume that an LgA “action” can be either a positive vote or a negative vote on a matter. If that is not the case, then the term “action” should be clarified. Furthermore, 155(A) stipulates that Mail or Electronic Online Ballots on Issues are only for “main motions and amendments thereto.” We assume that this wording includes items placed on the LgA consent calendar since those require a vote of the LgA. If this is not the case, then clarification is needed.

During our review, we also identified several areas that would benefit from additional clarity, described below.

While the proposed revisions help to clarify the deadline for submitting petitions, additional clarification on Bylaw 140 and the timeline for distribution of the minutes may be useful.

In 155(C), there is reference to “action taken at a meeting of the Division”. Has there ever been a meeting of the Division? It would be helpful if the Academic Senate website had a section that documents unusual events such as Divisional meetings and use of Bylaw 155 so that faculty in the future may learn from and have a better understanding of UCLA’s history in this regard.
As always, our membership appreciates the consultative process and welcomes the opportunity to opine on important matters like this. You are welcome to contact us at cpalmer@mednet.ucla.edu or at jbristow@humnet.ucla.edu with questions. Mitsue Yokota, Academic Administrator, is also available to assist you and she can be reached at (310) 794-5665 or myokota@college.ucla.edu.

cc: Lucy Blackmar, Assistant Vice Provost, Division of Undergraduate Education
    Serge Chenkerian, MSO/Executive Assistant, Academic Senate
    Kyle Stewart McJunkin, Director, Academic Initiatives
    Linda Mohr, Chief Administrative Officer, Academic Senate
May 8, 2015

To: Joel Aberbach, Chair
    UCLA Academic Senate

From: Miguel Unzueta, Chair
      Council on Research

Re: Proposed Revisions to Bylaw 155

Dear Joel,

At its meeting on May 8, 2015, the Council on Research reviewed and discussed the Proposed Revisions to Bylaw 155. Members did not find any objections or concerns regarding the proposal and voted unanimously to endorse the proposed revisions.

Thank you for the opportunity to review and opine on the issue. Should you have any questions, please do not hesitate to contact me (x66570; miguel.unzueta@anderson.ucla.edu) or Academic Senate MSO|EA, Serge Chenkerian (x63802; schenkerian@senate.ucla.edu).

Sincerely,

Miguel Unzueta, Chair
Council on Research

cc: Serge Chenkerian, MSO|EA, Academic Senate
    Linda Mohr, CAO, Academic Senate
May 14, 2015

Joel Aberbach
Chair, UCLA Academic Senate

Re: Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

The Council on Planning and Budget (CPB) discussed the proposed revisions to Divisional Bylaw 155, at its meeting on May 11, 2015.

No issues were identified with the proposal and therefore, the Council unanimously voted to endorse the revisions to Divisional Bylaw 155.

Thank you for the opportunity to review this proposal. If you have any questions for us, please do not hesitate to contact me at sears@issr.ucla.edu or via the Council on Planning and Budget’s Analyst, Elizabeth Feller, at efeller@senate.ucla.edu or x62470.

Sincerely,

David O. Sears, Chair
Council on Planning and Budget

cc: Leo Estrada, Vice Chair, Academic Senate
    Jan Reiff, Immediate Past Chair, Academic Senate
    Linda Mohr, Chief Administrative Officer, Academic Senate Office
    Elizabeth Feller, Committee Analyst, Council on Planning and Budget
    Members of the Council on Planning and Budget
May 18, 2015

Professor Joel Aberbach
Chair, UCLA Academic Senate

Re: Faculty Welfare Committee’s Response to Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

On behalf of the 2014-2015 Faculty Welfare Committee, I am writing to provide you with the membership’s feedback concerning the Proposed Revisions to Divisional Bylaw 155. FWC has no comment on the Proposed Revisions to Divisional Bylaw 155. We thank you for the opportunity to comment.

Sincerely,

David Lopez
Chair, Faculty Welfare Committee

cc: Members of the Faculty Welfare Committee
    Linda Mohr, CAO, Academic Senate
    Serge Chenkerian, MSO/Executive Assistant, Academic Senate
    Annie Speights, Committee Analyst, Faculty Welfare Committee
May 6, 2015

To: Joel Aberbach, Chair
    Academic Senate

From: Alex Bui, Chair
    Graduate Council

Re: Proposed Amendments to Divisional Bylaw 155

At its meeting on May 1, 2015, the Graduate Council reviewed your request for comments on the proposed revisions to Divisional Bylaw 155, which governs the number of faculty required to petition for a divisional vote on a matter decided by the Legislative Assembly. Graduate Council members raised no objections to the proposed amendments and consider them appropriate given the simple logic of requiring a percentage, rather than a fixed number, of UCLA Senate faculty to file a petition. Given the fluctuations in the size of faculty, a percentage more fairly reflects the intent of the bylaw.

However, members noted the several references to a “timeline” (i.e., no later than ten instructional days; within 15 instructional days, etc.) in the bylaw. Members feel that a linear timeline summary would be helpful to further illustrate the process to avoid confusion in the future.

Thank you for the opportunity to review and comment.

cc: Serge Chenkerian, MSO, Academic Senate
    Kyle Cunningham, Principal Committee Analyst, Graduate Council
    Linda Mohr, CAO, Academic Senate
May 8, 2015

To: Professor Joel Aberbach, Senate Chair
   Academic Senate

From:
   Dr. James Waschek, Chair
   Grievance Advisory Committee
   Dr. Kristina Bostrom, Chair
   Privileges & Tenure Committee

Re: Proposed Revisions to Divisional Bylaw 155

On May 7, 2015, the Grievance Advisory Committee and several members of the Privilege and Tenure Committee jointly discussed the proposed revisions to Divisional Bylaw 155.

Members present observed that the general intent of the right to petition a Legislative Assembly (LgA) vote is to provide a platform for minority opinions. Therefore, the members agree that the provision allowing a petition of an LgA vote is an important one to keep in the bylaws.

However, members generally felt that requiring four (4) percent of the voting members of the Division for such a petition could very well be too prohibitive a hurdle. While recognizing the need to protect the process from challenges that might pose burdensome requirements on a bylaw or curricular change, the members agreed a lower percentage might be a more reasonable adjustment—especially considering how little used the provision is. In the event the required number of signatures stays at four (4) percent, for the same reasons it was suggested that 10 instructional days might also be a prohibitive hurdle. In that case, the committees recommend more time be given to gather signatures.

cc:
Leo Estrada, Vice Chair UCLA Academic Senate
Jan Reiff, Past Chair UCLA Academic Senate
Grievance Advisory Committee
Privilege and Tenure Committee
Serge Chenkerian, MSO/Executive Assistant, UCLA Academic Senate
Linda Mohr, CAO, UCLA Academic Senate
May 18, 2015

Joel Aberbach, Chair
Academic Senate, Los Angeles Division

Re: Proposed Revisions to Divisional Bylaw 155

Dear Joel,

The Undergraduate Council (UgC), at its meeting on May 8, 2015, reviewed the proposed revisions to Divisional Bylaw 155. The council agreed with the revisions, but pointed out the possible confusion of continuing to define the timeline using “instructional days.” Some departments have begun offering laboratory classes on Saturdays, for example, and perhaps it would be easier to discuss the timeline in terms of calendar days.

If you have any questions, please contact me (x69449; jwg@chem.ucla.edu) or Undergraduate Council Analyst Matt Robinson (x51194; mrobinson@senate.ucla.edu).

Sincerely,

Jim Gober, Chair
Undergraduate Council

Enclosure

cc: Serge Chenkerian, MSO/Executive Assistant, Academic Senate
    Linda Mohr, CAO, Academic Senate
    Matt Robinson, Committee Analyst, Academic Senate
Dear Joel,

On behalf of Chair Lytle-Hernandez, this email is to notify you that the Committee on Undergraduate Admission and Relations with Schools (CUARS) will not be submitting a response to the proposed Revisions to Divisional Bylaw 155.

Thanks,

Matt

Matt Robinson
UCLA Academic Senate
Principal Committee Analyst
3125 Murphy Hall | Box 951408
Los Angeles, CA 90095
310-825-1194
www.senate.ucla.edu
May 21, 2015

Joel D. Aberbach, Ph.D.
Chair, UCLA Academic Senate

RE: Proposed Revisions to Divisional Bylaw 155

Dear Professor Aberbach,

The David Geffen School of Medicine Faculty Executive Committee (DGSOM FEC) met on Wed. May 6th and reviewed and discussed the Proposed Revisions to Divisional Bylaw 155.

The Committee expressed unanimous support of these proposed revisions and voiced no concerns.

Sincerely,

Jonathan S. Jahr, M.D.
Chair of the Faculty (DGSOM Faculty Executive Committee)
Professor of Clinical Anesthesiology, Step VI
David Geffen School of Medicine at UCLA
Ronald Reagan UCLA Medical Center
757 Westwood Plaza, Suite 3325
Los Angeles, California 90095
310.267.8678 f 310.267.3899
jsjahr@mednet.ucla.edu

cc: Serge Chenkerian, MSO Executive Assistant
May 27, 2015

TO: Joel Aberbach, Chair, Academic Senate

FROM: Scott J. Brandenberg,
Chair, HSSEAS Faculty Executive Committee

RE: Proposed Revision to Divisional Bylaw 155

The Faculty Executive Committee (FEC) of the Henry Samueli School of Engineering and Applied Science (HSSEAS) reviewed the proposed revision to Divisional Bylaw 155, and voted to support the proposal. We believe that the proposal strikes an appropriate balance, and that the current language enables too small a minority to force a campus-wide vote.

Please feel free to contact me if you have any questions regarding this memo.
April 20, 2015

Re:   Proposed Revisions to Divisional Bylaw 155

Dear Colleagues,

The lengthy discussions at the February 5, 2015 Legislative Assembly (LgA) meeting made it clear that Divisional Bylaw 155, which governs mail or electronic ballots on issues, contains multiple ambiguities and is in need of revision. Responding to an initial proposal from the Undergraduate Council, the Executive Board considered the enclosed amendments during our April 2, 2015 meeting.

Because this bylaw affects the entire UCLA Division rather than one committee or school, I am seeking your input prior to submitting the proposed revisions to the LgA for approval. In order to deliver a final revision of Divisional Bylaw 155 to the Committee on Rules and Jurisdiction for review prior to the final LgA meeting of 2014-15 (June 4, 2015), I am asking committees to submit their comments no later than May 18, 2015.

Thank you in advance for your review of these proposed amendments. Please do not hesitate to contact me should you have any questions.

Sincerely,

Joel D. Aberbach
Chair, Academic Senate

cc:   Leo Estrada, Chair, Academic Senate
      Jan Reiff, Immediate Past Chair, Academic Senate
      Linda Mohr, Chief Administrative Officer, Academic Senate
To All Senate Committees:

Summary of changes with rationale:

Divisional Bylaw 155

- Legislative Assembly (LgA) members should be able to call for a vote of the entire Los Angeles Division on a matter during a meeting or by petition after the meeting. The threshold for each of these circumstances will remain at one-third of the members present at the meeting and one-third of LgA members, respectively.

- Members of the division should also be able to petition for a divisional vote on a matter decided by the LgA, but the threshold for such a petition should be higher than the current required amount: equivalent to one-third of the membership of the LgA, currently 53 faculty members. This amount was set at a time when UCLA’s Senate faculty population was much smaller. Replacing it with a percentage would prevent the bylaw from becoming antiquated again. We propose a new threshold of four (4) percent of UCLA’s Senate membership. Currently, this represents 144 faculty members, close to the membership of the Legislative Assembly (159 members).

- Current Divisional Bylaw 155 Sections (B)(3) and (B)(4) should be amended to present a clearer separation between actions taken at an LgA meeting and actions taken at a meeting of the Division. New sections (C)(1) and (C)(2) mirror the language in (B)(1) and (B)(2).

- Section (G) should be added to ensure that, during the same academic year, the LgA does not continue to consider an action that the Division has already decided. The proposed language is similar to the language in Systemwide Senate Bylaw 75(B) as well as Divisional Bylaws at UC San Diego and UC Santa Barbara.

The Executive Board considered these revisions at their April 2, 2015 meeting and voted unanimously (10 approve, 0 oppose, 0 abstain) to approve these amendments. The student vote was 2 approve, 0 oppose, 0 abstain.

Rules and Jurisdiction (R&J) reviewed these changes for conformity on XXXX.
Respectfully Submitted,

EXECUTIVE BOARD  
April 20, 2015  

Alex Bui, Chair, Graduate Council  
Leobardo Estrada, Vice Chair/Chair-Elect, Academic Senate  
Susan Ettner, At-Large Member  
Jim Gober, Chair, Undergraduate Council  
Malcolm Gordon, At-Large Member  
Kathleen Komar, At-Large Member  
Michael Meranze, At-Large Member  
William Oppenheim, At-Large Member  
Jan Reiff, Immediate Past Chair, Academic Senate  
David Sears, Chair, Council on Planning and Budget  
Willeke Wendrich, At-Large Member  
Allyson Bach, Undergraduate Student Representative  
Ivy Onyeador, Graduate Student Representative  
JOEL ABERBACH, CHAIR, Academic Senate
<table>
<thead>
<tr>
<th>CURRENT BYLAW</th>
<th>PROPOSED BYLAW</th>
</tr>
</thead>
<tbody>
<tr>
<td>155. Mail or Electronic Online Ballots on Issues. The following provisions</td>
<td>No change</td>
</tr>
<tr>
<td>govern mail or electronic online ballots on Issues.</td>
<td></td>
</tr>
<tr>
<td>(A) Only main motions and amendments thereto which have been considered at</td>
<td>No change</td>
</tr>
<tr>
<td>a meeting of the Division or the Legislative Assembly may be submitted to a</td>
<td></td>
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<tr>
<td>mail or electronic online ballot.</td>
<td></td>
</tr>
<tr>
<td>(B) Subject to the provisions of subsection (A) above, action taken by the</td>
<td>No change</td>
</tr>
<tr>
<td>Legislative Assembly shall be submitted to a mail or electronic online</td>
<td></td>
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<tr>
<td>ballot of voting members of the Division if:</td>
<td></td>
</tr>
<tr>
<td>(1) the request for the mail or electronic online ballot is made at the</td>
<td>No change</td>
</tr>
<tr>
<td>meeting at which the issue has been considered and one-third of the members</td>
<td></td>
</tr>
<tr>
<td>of the Legislative Assembly present join in the request; or</td>
<td></td>
</tr>
<tr>
<td>(2) written petition by voting members equal to one-third of the members of</td>
<td></td>
</tr>
<tr>
<td>the Legislative Assembly is received, singly or collectively, by the Chair</td>
<td></td>
</tr>
<tr>
<td>within 10 instructional days after distribution of the minutes.</td>
<td></td>
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<tr>
<td>(3) written petition by four (4) percent of the voting members of the</td>
<td>(2) written petition by one-third of members of the Legislative Assembly is</td>
</tr>
<tr>
<td>division is received, singly or collectively, by the Chair no later than 10</td>
<td>received, singly or collectively, by the Chair no later than 10 instructional</td>
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<tr>
<td>days after the distribution of the minutes of the Legislative Assembly</td>
<td>days after the distribution of the minutes of the legislative Assembly Meeting</td>
</tr>
<tr>
<td>Meeting at which the action in question was taken; or</td>
<td>at which the action in question was taken; or</td>
</tr>
<tr>
<td>(3) written petition by four (4) percent of the voting members of the</td>
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<tr>
<td>division is received, singly or collectively, by the Chair no later than 10</td>
<td></td>
</tr>
<tr>
<td>days after the distribution of the minutes of the Legislative Assembly</td>
<td></td>
</tr>
<tr>
<td>Meeting at which the action in question was taken.</td>
<td></td>
</tr>
</tbody>
</table>
Action taken at a meeting of the Division shall be submitted to a mail or electronic online ballot at the request of:

(3) one-third of the members present and voting on the question at the meeting; or

(4) 35 voting members of the Division by written petition submitted singly or collectively to the Chair within 10 instructional days after distribution of the minutes.

(C) Subject to the provisions of subsection (A) above, action taken at a meeting of the Division shall be submitted to a mail or electronic online ballot of voting members of the Division if:

(1) the request for the mail or electronic ballot is made at the meeting at which the issue has been considered and one-third of the members present join in the request; or

(2) written petition by four (4) percent of the voting members of the Division is received, singly or collectively, by the Chair no later than 10 instructional days after distribution of the minutes of the meeting of the Division at which the action in question was taken.

(D) Arguments pro and con, which are submitted within 15 instructional days after the minutes are distributed, are summarized by the Secretary and accompany the ballot. The ballot is sent to electors within five instructional days thereafter and specifies the time and place of the election, which shall be completed within the next ten days.

(E) In certifying the results to the Division the Secretary gives the number of affirmative and negative votes cast and the number of invalid ballots.

(F) In the event of a written ballot distributed by mail, each voter receives a single envelope addressed to the Elections Commissioner of the Division. This envelope provides space for the name of the department and the signature of the voter. Envelopes lacking the signature are void. To ensure secrecy, the Elections Commissioner will be present at the time of opening and counting the ballots. All ballots will be removed from the
envelopes prior to the counting of any ballots. On petition of 1% of all eligible voters, a two-envelope ballot procedure will be used for a specified election. Each voter receives a plain envelope in which to enclose the marked ballot, and a further envelope addressed to the Elections Commissioner of the Division. The latter envelope provides space for the name of the department and the signature of the voter. Envelopes lacking this signature are void. **Results of the vote are reported to the Secretary of the Division within six instructional days after the election.**

In the event an electronic online ballot is used, each voter receives access to a secure, web-based, voting system which meets or exceeds campus security standards. The Elections Commissioner shall provide oversight to the administration of the system. The system shall be designed to separate each ballot from the voter who cast it, so that it is impossible to learn how anyone voted. The system shall be designed so that once a vote has been cast, it immediately will be recorded so that neither the voter nor anyone with access to the system will be able to change the vote. Upon request, hard copy ballots shall be provided for those Senate members who do not have access to electronic voting. In case a voter submits both an electronic and a paper ballot, the electronic ballot takes precedence and the paper ballot will be destroyed prior to the count.

**Results of the vote are reported to the Secretary of the Division within six instructional days after the election.**

(G) The results of the ballot are conclusive, and the matter may not be reconsidered during the same academic year.
Petition Thresholds at UC Campuses

Each of the five UC campuses with a Legislative Assembly and one of the campuses without a Legislative Assembly (Santa Cruz) have bylaws allowing a group of Senate faculty to petition for an issue to be put to a divisional vote.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Senate Membership</th>
<th>Signatures Needed (% of Membership)</th>
<th>Bylaw</th>
</tr>
</thead>
<tbody>
<tr>
<td>Davis</td>
<td>2700 (~1900 active, ~800 emeriti)</td>
<td>50 (1.9%)</td>
<td>17 and 35(B)</td>
</tr>
<tr>
<td>Irvine</td>
<td>1730 (1286 active, 444 emeriti)</td>
<td>121 (7.0%)</td>
<td>28(A)(2)</td>
</tr>
<tr>
<td>Los Angeles</td>
<td>3602 (2467 active, 1135 emeriti)</td>
<td>53 (1.5%)</td>
<td>155(B)(2)</td>
</tr>
<tr>
<td>San Diego</td>
<td>2115</td>
<td>35 (1.7%)</td>
<td>82(J)(2)</td>
</tr>
<tr>
<td>Santa Barbara</td>
<td>1337</td>
<td>50 (3.7%)</td>
<td>45(H)</td>
</tr>
<tr>
<td>Santa Cruz</td>
<td>790 (~590 active, 200 emeriti)</td>
<td>25 (3.2%)</td>
<td>8.4.1</td>
</tr>
<tr>
<td>AVERAGE</td>
<td>2046</td>
<td>56 (2.7%)</td>
<td></td>
</tr>
</tbody>
</table>

The remaining four UC campuses (Berkeley, Merced, Riverside, and San Francisco) do not have Legislative Assemblies and do not have a bylaw allowing a group of Senate faculty to petition for an issue to be put to a divisional vote. Divisional votes at these campuses can only be caused by a majority vote taken at a meeting of the Division. UC San Francisco bylaws do allow for a petition signed by 15 Senate members to force reconsideration of an issue at the subsequent meeting the Division.
May 28, 2015

Legislative Assembly
Los Angeles Division, Academic Senate

Re: Certification of Academic Senate Election Results

Dear Colleagues,

I am writing to inform you that the Commissioner of Elections, Lynn Vavreck, has certified elections results conducted by the Academic Senate to fill the position of Academic Senate Vice Chair (and Chair-Elect) and various seats on the Committee on Committees. I will also take this opportunity to inform you of the completed nomination petitions for seats on the Executive Board, the election for which will take place at the June 4th meeting of the Legislative Assembly.

1. Academic Senate Vice Chair/Chair-Elect: Susan D. Cochran – Public Health

2. Committee on Committees
   - Group 4, Helga Leitner - Geography
   - Group 9, Gregory H. Leazer – Information Studies
   - Group 10, Pirouz Kavehpour – Mechanical and Aerospace Engineering,
   - Group 11, Diane Papazian – Physiology
   - Group 13, Jerome Engel - Neurology / Christina Palmer – Psychiatry and Biobehavioral Sciences, tie vote, run-off election
   - Group 16, Charalabos Pothoulakis – Medicine
   - Group 19, Olga Yokoyama – Applied Linguistics

Regarding the election of Executive Board members to take place on June 4th, the following four Academic Senate members are running for three At-Large seats:

1. Francesco Chiappelli - Dentistry
3. Allen Klinger – Computer Science
4. Kathleen Komar – Comparative Literature

Regarding the elections for Departmental Legislative Assembly Representatives, a roster of the representatives serving from 2015 to 2018 has been appended to this correspondence.

Sincerely,

Neal Garrett
Secretary of the Academic Senate
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