

May 21, 2007

TO: Roger Savage, Chair of the Graduate Council
Robert Fink, Chair of the Undergraduate Council
Caroline West, Director of Analysis and Information Management (AIM)
Robin Fisher, Chair of the Committee on Rules and Jurisdiction
Glyn Davies, Assistant Vice Chancellor, Academic Planning and Budget (APB)
Malcolm Gordon, Chair of the Council on Planning and Budget

Dear Colleagues,

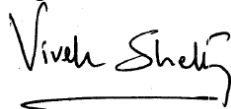
Attached please find a proposal and supporting documentation from the Women's Studies IDP to departmentalize. Departmentalization requires an Appendix V action within the Academic Senate and correlative analysis from the offices of AIM (for process review) and APB (for enrollment and resource analysis).

With this transmission, I am requesting that each of you review the aspects of the proposal relevant to the mandate of your committee or department. Broadly speaking, the breakdown of roles, as I understand them, is as follows. The Graduate and Undergraduate Councils will need to review and approve any curricular aspects. The Committee on Rules and Jurisdiction will need to review and approve the proposed bylaws. The Council on Planning and Budget's role is advisory only, and historically focuses on matters pertaining to resource allocation.

Professor Christine Littleton has requested expedited review. I realize that all of you are already under tremendous workloads. Still, to the extent that you are able, I ask that you honor this request.

Please do not hesitate to contact me or Academic Senate CAO Jaime Balboa should you have any questions.

Regards,



Vivek Shetty
Academic Senate Chair

Cc: Dan Bennett, Assistant Dean, Graduate Division
Jaime Balboa, Academic Senate CAO
Linda Mohr, Academic Senate Assistant CAO
Tom Nykiel, Academic Senate Principal Analyst
Jeanne Snyder, Academic Senate Senior Analyst
Francine Alexander, AIM Inst. Information Coordinator