



What's New in Academic Affairs

Bag Lunch Session for Department Chairs

Office of the Vice Provost - Academic Affairs

June 16, 2021

Welcome and Introductions



Welcome and Introductions

- Who's here today?
- Academic Affairs – New team members

Announcements

Annual Call

- Annual Call will be issued mid- to end of July
- Currently in draft form at the Academic Senate level before being finalized
- The annual call resides on this page of the Academic Affairs website:
<https://academicaffairs.ucdavis.edu/annual-call>

Extended Deadline for Accepting Manuscripts and Books

- In 2021-2022 we will again allow an extension of the deadline for acceptance of manuscripts and books to December 31, 2021
- For actions that have a recommendation of denial of advancement.

Language for External Reviewers

- For letters that are sent to external reviewers, we provide sample language to use in reminding other institutions about our policies concerning not counting time to advancement for various actions.
- The need for extra time should not be considered, as UC has policies to support faculty when they have children, medical issues, family issues, and, now, have been impacted due to the COVID-19 pandemic.
- Current language provided here:
<https://academicaffairs.ucdavis.edu/work-life>
- Language is updated to include COVID-related reasons.

Peer Instructional Evaluation for 2021-22 Actions

- Chairs and deans may wish to strongly consider providing peer instructional evaluations for any action in 2021-2022, in order to provide a more balanced perspective on the teaching record beyond student evaluations.
- This should be possible to do using Zoom recordings of lectures and other forms of instruction.

Enforcing Rule of Candidate's Statement to Five or Fewer Pages

- For reasons of equity CAP has indicated they will no longer accept any statements of more than five pages, with one exception....
- An additional page will be allowed if it is strictly devoted to COVID-related impacts on the advancement actions.
- Deans have been advised to return dossiers with longer statements to the departments to avoid delays.

Teaching Expectations for Faculty

- There has been some confusion about the expectations for advancement when faculty have a salary that is above-scale.
- To clarify, all faculty are expected to fulfill all criteria in APM 210 and APM 220 relevant to their series in order to advance, including teaching students.
- Mentoring graduate students is not a substitute for teaching.
- If an above-scale faculty member elects not to teach during a review period via course buy-outs, taking a leave of absence, etc., the Committee on Academic Personnel – Oversight Committee has been recommending against advancement.
- Department Chairs should not authorize faculty to opt or buy out all their teaching through course releases, etc. unless it is made clear that future advancement may not be approved.

2021 Salary Increases for Non-Represented Academics

- Update from Phil
- More information will be dispersed to Chairs through Deans

Reference Check Progress

- The reference check program for new faculty hired with tenure or security of employment has completed its two-year pilot phase.
- Now mandatory for hires at the associate professor and associate professor of teaching and greater ranks.
- In the coming year we will be instituting a new pilot extension for proposed hires in the professorial and security of employment series at the assistant professor rank, but restricted to steps 4, 5, and 6.
- All applicants for ladder rank and LPSOE faculty positions need to upload a signed release to contact previous institutions.
- Reference check: A paragraph explaining the Reference check program to applicants is available for use here:
<https://academicaffairs.ucdavis.edu/reference-checks>

Academic Affairs plans for Fall Workshops

- Consistent with campus plans for a return to in-person activities in the fall, our workshops will also be held in person.
- Guidelines from the Yolo County Health Department will be adhered to. These plans are subject to change and will follow campus guidelines in effect at those dates.
- Two-day New Chairs Workshop – September 9-10
 - <https://academicaffairs.ucdavis.edu/departments-chairs-workshop-events>
- New Faculty Workshop – September 14
 - New faculty will receive an invitation directly
 - <https://academicaffairs.ucdavis.edu/faculty-workshops-and-events>

Reminder on APM 220-80

- Department chairs are responsible per APM 220.80.b to annually review the status and performance of each faculty member in their department.
- Merit eligibility has set intervals (e.g. every two, three or four years), however, department chairs should be checking in annually with their faculty to make sure they are aware of cases for possible promotion as well as cases of unsatisfactory performance.

LSOE Series Promotion

- At the April 6th LSOE networking meeting Academic Affairs learned there are LSOE faculty under the impression they are not expected to promote to the Sr. LSOE rank.
- To clarify, there is an expectation of promotion in this series (e.g., from LPSOE to LSOE and from LSOE to Sr. LSOE).
- Chairs are encouraged to remind faculty in this series of this expectation.

International and National Faculty Honors

- Role of the Chair in Increasing National and International Faculty Awards and Enhancing Excellence at UC Davis
- Departmental Awards Committees and Their Role
- Please schedule time to meet to discuss award committees, procedures, or other honors requests as needed:
- Gloria Hayes – ghayes@ucdavis.edu, (530) 219-0792
- <https://academicaffairs.ucdavis.edu/national-international-awards>

Capital Resource Network/POP



Pandemic operations include:

- **Virtual Tours** - Please feel free to share the Davis Area Tour, Sacramento Area Tour and Northern California tours with your short-listed candidates.
- **Recruitment Baskets Replacing Recruitment Lunches** - In place of recruitment lunches, the CRN is offering organic fruit and nut recruitment baskets, which are left in the hotel room, for the candidate's campus visit arrival.
- **Farmer's Market Welcome Baskets Replacing Full Referral Welcome Lunches** - Farmer's Market Fair Trade CRN assembled baskets filled to the brim with local, high-end specialty products, premium UC Davis swag items and school pride kits with branded facemasks and hand sanitizer. Baskets are delivered directly to the home of the new employee. The CRN received an exception to the gift policy in order to offer an employee welcome gift of this kind and is valued under the \$75 employee gift limit.
- **20 Hour Service Period Relaxed** – Due to circumstances beyond the client's control, everything from housing to partner/spousal employment is taking longer and so new employees and their families can have unlimited access to our services until feeling settled in the area.
- **Dual Career Support** – Extended access for clients to SDPS on-line learning platform to hone additional skills.

Capital Resource Network/POP - continued

- Housing market challenges for new hires:
 - Affecting both rental inventory and homes to purchase.
 - To summarize, there is a 25-year record low lack of purchase/rental inventory, a seller's market, historically low interest rates, all cash offers, over asking price, double-digit multiple offers, 3-5% increase month over month in housing prices with buyers waiving contingencies and inspections.
- How CRN has adapted to these challenges:
 - Until the purchase market corrects, the CRN is working directly with property managers to secure housing in advance of homes being advertised on the rental market.
 - The CRN is supporting clients by conducting virtual tours of properties for furnished transitional housing during their initial months or encouraging a year-long lease of an unfurnished property while waiting for the market to correct.

Capital Resource Network/POP - continued

- The POP remains appreciative of campus leadership's willingness to consider clients for informational meetings and potential placements. Although we recognize the fiscal uncertainties accompanying these unparalleled times, we are immensely grateful to the UC Davis community for their steadfast collaboration and partnership.
- Lastly, the 2-year CRN/POP Pilot, offering non-senate academic and staff 1 year POP bridging positions and pairing that with a CRN consult and a Full Referral for Services upon request, has compiled the savings data and we are looking at recommendations and next steps.

<https://academicaffairs.ucdavis.edu/capital-resource-network>

<https://academicaffairs.ucdavis.edu/partner-opportunities-program-pop>

Religious/Cultural Observances Calendar

- Academic Affairs and the Office of Diversity, Equity and Inclusion have created a calendar of religious and cultural observances for which students may need accommodations.
- This list covers religious and cultural observances that may affect a student's ability to participate in usual course/work activities, and is not meant to be exhaustive of all observances.
- This calendar may be used by instructors, as well as supervisors of student employees, when scheduling exams and other significant academic or work activities.
- Collaboratively reviewed by campus partners, including Academic Senate committees, and will be available on the Registrar's Office website under the Master Academic Calendar.

Conflict of Interest Updates and the Recruitment Process

- The current version of the “Guiding Principles, Policies, and Standards Regarding Conflict of Interest on Faculty Recruitment Committees” have been interpreted by many faculty members in an overly conservative manner resulting in faculty then unnecessarily recusing themselves from recruitment committees.
- This has resulted in claims by some candidates of unfair review processes, with asymmetrical review panels for the same position and elimination of knowledgeable reviewers simply because of them having prior knowledge of a candidate.
- Our office has proposed revisions that clarify the relevant standards for “bias,” an inability to fairly and objectively evaluate a candidate, emphasize the important university service provided by participation on recruitment committees, and demonstrate that recusal is generally appropriate in only rare cases.
- The proposed revisions emphasize that the emphasis should be on participation on such committees, and on disclosure of any concerning circumstances that could indicate bias with a third party (not the individual raising the concern) making a judgement as to whether recusal is appropriate.
- <https://academicaffairs.ucdavis.edu/recruitments-and-removals>



Academic Affairs Cases

- Noteworthy Trends in Cases

Additional Items for Discussion?



Thank You!

Please take 2-5 minutes to complete an evaluation. We appreciate your time and use your confidential feedback to improve this and future bag lunch sessions for our Chairs.