

What's New in Academic Affairs Chair's Bag Lunch

Tuesday, June 6, 2023

12:10 – 1:50 pm

Via Zoom



ANNOUNCEMENTS



Academic Affairs - New Team Members

Michelle Dowling
Program Coordinator



NSTP Feedback



Systems Update

Two new statements will be available in an upcoming MyInfoVault release before July (Strike Impact & Public/Global Impact)

Outside Professional Activities (OPA)

- Communications

- 2021-2022 OPA Annual Certification Reports

- 2022-2023 OPA

- Checklist Information

- <https://academicaffairs.ucdavis.edu/oats>



OPA Consultants Group

- ▶ Based on campus audit (APM 025/671) and systemwide audit on foreign influence, Academic Affairs is making efforts to improve information and resources for faculty – creating an OPA Consultants group.
- ▶ The OPA Consultants group are volunteer staff from dean's offices and departments who are willing to enhance their OPA knowledge (regarding policy and the UC OATS system) to be able to provide more support to faculty.
- ▶ The OPA Consultants are providing excellent feedback about what would be useful, in terms of training, resources, materials, etc.
- ▶ Communications ideas came from that group being sent out in the next week, and new training will be developed over the summer to share in fall, with staff and faculty, also based on the OPA Consultants' feedback.

Abusive Conduct

- **New UC policy** issued and effective January 1, 2023.
- Training became available on April 17, and must be taken within 90 days, by July 17, 2023 (for current employees). Takes approx. 20 min, in LMS.
- One webpage for submitting complaints of abusive conduct: Human Resources (**HR**) **page**.*
- Academic Affairs, with Graduate Studies, provided two virtual information sessions for deans' offices and department chairs about abusive conduct and academics. Those sessions were held on May 9 and May 24. The presentation for this session is available **here**.

University of California – Abusive Conduct Policy	
Abusive Conduct in the Workplace	
Academic Officer:	Vice Provost - Academic Personnel and Programs
Academic Office:	APP - Academic Personnel and Programs
Staff Officer:	VP – Systemwide Human Resources
Staff Office:	SHR – Systemwide Human Resources Policy
Issuance Date:	December 15, 2022
Effective Date:	January 1, 2023
Last Review Date:	NA
Scope:	This policy on Abusive Conduct ("policy") applies to all University employees, unpaid interns, and third parties. The policy applies at all University campuses, the Lawrence Berkeley National Laboratory, Medical Centers, the Office of the President, and Agriculture and Natural Resources.

HR's Abusive Conduct webpage: One form for Davis campus and one form for Health campus, once completed gets forwarded to **abusiveconduct@ucdavis.edu. HR will manage cases where staff are respondents and send any with academics as respondents to Academic Affairs or Graduate Studies, depending on the title.*

National and International Faculty Awards

Gloria Hayes, Director

- Overview and rationale for collecting monthly awards reports
 - ✓ Why we are asking for these dept lists and what we are doing with them
 - ✓ What we are not doing with the lists
- The External Faculty Awards Catalog Departmental Database for Disciplinary Awards
 - ✓ Reminder to use these databases to create academic disciplinary awards opportunity lists
 - ✓ Introducing a new tool within the catalog function for recording and reporting your honors
 - Web release in late summer/early fall
 - Training TBD
- Reminders: Create dept. awards cttees; create annual awards calendar and plan ahead!
- Questions? Please contact me, ghayes@ucdavis.edu or (530) 219-0792



Capital Resource Network & Partner Opportunities Program

LINDA ASSADIAN, DIRECTOR (CRN & POP)

AMANDA VICE, DUAL CAREER MANAGER (CRN & POP)

ESHA VEER, CLIENT SERVICES COORDINATOR (CRN)

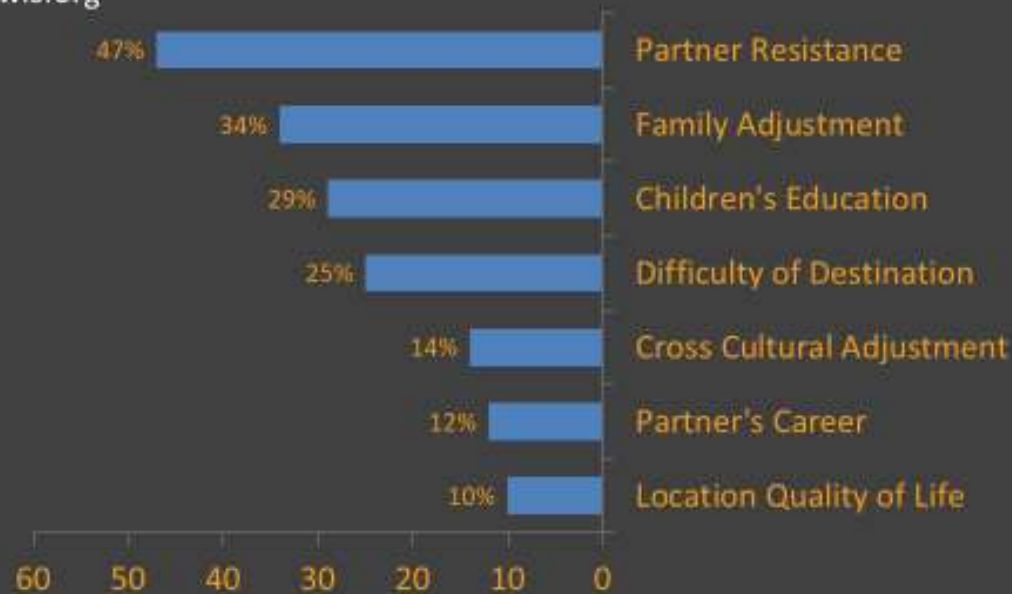
Capital Resource Network and Partner Opportunities Program

- ▶ Red Carpet Recruitment.
- ▶ We are your partner in attracting and retaining high quality faculty and staff.
- ▶ A great investment for your team especially in competitive interview situations where candidates are entertaining multiple offers!



Reasons for failed recruitments

www.awis.org



Options for Support

Front Door

- Open to all
- Free
- Links and Lists Only
- <https://frontdoor.ucdavis.edu/>



CRN

- No Eligibility Criteria
- Flat Fee for Service (\$3,000)
- Externally Focused with community integration
- Custom Concierge Service
- <https://academicaffairs.ucdavis.edu/capital-resource-network>



POP

- Eligibility Criteria
- Funding Split (average \$125,000, 3 way split)
- Internally Focused Academic, Research or Staff Positions
- 1 Year Contract Staff or Non-Senate Academic Position or 3 year Senate Position
- <https://academicaffairs.ucdavis.edu/partner-opportunities-program-pop>



Partner Opportunities Program (POP) History and Purpose

- ▶ Developed and introduced in 1995 and one of the longest running dual career programs in the country.
- ▶ For recruitments, eligibility is limited to prospective Senate faculty (with a minimum 50% appointment in the ladder rank professorial series). Provides dual-career support by way of direct-hire, bridge-contract positions with shared funding.
- ▶ Internally focused academic, research or staff positions
- ▶ 1 year contract staff or non-senate academic position or 3 year senate position
- ▶ Provides placement for **international clients** otherwise unable to work, through university sponsorship
- ▶ Successful tool and model for recruitment and retentions (rate of placement is approximately 80%)

Capital Resource Network (CRN)

History and Purpose



One of a kind program in the country offering custom concierge services. No eligibility criteria. Flat fee of \$3,000



Holistic dual career and community integration support. CRN can look for open positions and networking opportunities on and off campus.



Provides equity in the recruitment process and numerous DEI benefits



Saves staff time and money and streamlines onboarding



Updated Procedures and Trends

- ▶ Updates to POP MOU and Guidelines (GAEL decoupled from payroll effective 7/1/22), urgent POP referrals and retention cases need justification statement.
- ▶ Trend for spouses and partners to stay with current employer and work remotely (savings to campus). Using POP and CRN for networking, and career exploration.
- ▶ Ensure when POP used as an recruitment incentive in offer letter that the department sends through the POP request and ME is encouraged to utilize within first 12 months of employment. Approved POP cases can be placed on hold for 2 years after recruitment by exception by VP Kass.
- ▶ Low housing inventory and high interest rates.



UC DAVIS
ACADEMIC AFFAIRS



**CAPITAL
RESOURCE
NETWORK**
CAREER. COMMUNITY. CONNECTIONS.

Thank You!



Linda Assadian
Director CRN & POP
(530) 302-6452
llassadian@ucdavis.edu



Esha Veer
Client Service Coordinator
(530) 752-2961
ever@ucdavis.edu



Amanda Vice
Dual Career Manager CRN &
POP
(530) 302-8512
avice@ucdavis.edu

Incentive Policy Draft

- We have received campus feedback as well as feedback from the Academic Senate and Academic Federation.
- We are reviewing all the feedback now to update the draft for issuance as a UC Davis policy, hopefully, starting July 1, 2023.
- Our Data Managers are also creating ways for us to track the compliance per the new policy with feedback from LMS (completion of required training), UC OATS annual reports, etc.

Faculty Leadership Academy

- Cohort-based workshop series focused on understanding and developing attributes and skills critical for current and future campus leaders.
- For Academic Senate faculty with tenure or security of employment who are in leadership roles or who have demonstrated the potential for leadership.
- Nominations concluded on May 31st. Those accepted were notified on June 5th. Deans will be notified of their college/school participants after June 15th.

<https://academicaffairs.ucdavis.edu/faculty-leadership-academy>

Statements of Contributions to DEI

Online Module

- **Writing and Evaluating Statements of Contributions to Diversity Equity and Inclusion for the Merit and Promotion process**
 - Instructional module that helps faculty better understand the role that statements of contributions to diversity, equity, and inclusion (DEI) play in the advancement processes as contained in APM 210, 220, and 285.
 - Provides tips and tools for faculty to consider and articulate their DEI contributions in their own merit and promotional reviews.
 - Provide guidance to faculty for evaluating their colleagues' DEI contributions and can be used to create department- or discipline-specific rubrics for evaluating DEI statements.
 - Including DEI statements in the advancement process remains optional.
- **Planned release – end of Spring 2023**
 - Will be available via UC Learning Management System
 - Formal announcement will be issued in the coming weeks.

<https://academicaffairs.ucdavis.edu/writing-and-evaluating-statements-contributions-diversity-equity-and-inclusion-1>

Timing of teaching replacement funding requests

- **Timely submission of Academic Work Life requests**
 - If requests are not submitted ahead of the affected quarter/semester, they may not be approved.
 - Starting Fall quarter 2023.
- **Reminders to keep requests moving and minimize delays:**
 - Include 50% certification from the appointee
 - Include approved leave form from MIV, as applicable
 - Include the complete course load for the entire affected academic year(s)
 - Provide estimates of related costs. GAEL no longer can be a recovered cost for replacement funding.
- **Replacement funding processed quarterly**

<https://academicaffairs.ucdavis.edu/academic-worklife-program-requests>

Academic Cooler Bag Program

- Complimentary cooler bag to lactating/nursing academic appointees
 - Can pick up at Mrak Hall or have delivered to their campus office or home address
- Effective for appointees who give birth after January 1, 2023.
- Eligibility:
 - Academic appointees, except not Postdocs or Residents
 - Does not include partners of UC Davis academic appointees

<https://academicaffairs.ucdavis.edu/academic-cooler-bag-program>

Updates to Work Life pages

- Language Supporting Deferrals/Postponements
 - Updated language for solicitation letters to external reviewers, based on feedback from the Academic Senate, P&T
- Updates to language regarding Clock Extension requests
 - Reasons for requesting an extensions in line with APM 133, including reasons related to COVID
 - Reminder, any request for a 3rd clock extension must be reviewed by UC Provost

<https://academicaffairs.ucdavis.edu/work-life>

Faculty Success Program

- National Center for Faculty Diversity and Development (NCFDD) offers the Faculty Success Program
- 12-week online intensive workshop for faculty members seeking to manage their time, productivity and effectiveness for greater professional and personal growth.
- Academic Affairs facilitate registration for the Fall 2023 program, August 27 – November 18
- Discounted rate of \$4350 per participant (\$800 less than regular rate)
- **Deadline to submit names is June 16th**
- Submit names to Kristina Hanna at kkhanna@ucdavis.edu.

Policy Updates

➤ Systemwide Academic Personnel Manual (APM)

- APM 210, Review and Appraisal Committees and APM 710, Leaves of Absence/Sick Leave/Medical Leave: campus feedback due to the UC Office of the President (UCOP) on 7/31/2023

➤ APM-UCD Policies (Local implementation procedures for the APM)

- APM UCD 280, Adjunct Professor Series: to be issued soon; effective 7/1/2023

➤ Presidential Policies

- Policy on Vaccination Programs: campus feedback was due to UCOP on 1/17/2023
- Developing and Maintaining Presidential Policies (“Policy on Policies”): campus feedback was due to UCOP on 3/16/2023
- Anti-Discrimination Policy: campus feedback was due to UCOP on 4/24/2023

Policy Updates Cont.

➤ Presidential Policies

- **BFB-BUS-43 Purchases of Goods and Services; Supply Chain Management:** campus feedback was due to UCOP on 4/27/2023
- **Immigration Enforcement Issues Involving Patients in UC Health Facilities:** campus feedback due to UCOP on 5/18/2023
- **Inventions, Patents, and Innovation Transfer:** campus feedback due to UCOP on 5/31/2023
- **Clery Act Policy:** campus feedback due to UCOP on 6/2/2023

Policy Issuances

➤ APM Policy Issuances

- APM 715, Leaves of Absence/Family and Medical Leave and APM 760, Family Accommodations for Childbearing and Childrearing – effective 1/1/2023
- APM 025, Conflict of Commitment and Outside Activities of Faculty Members and Designated Other Academic Appointees and APM 671, Conflict of Commitment and Outside Activities of Health Sciences Compensation Plan Participants – effective 7/1/2024
- Additional information can be found on the [Academic Personnel and Programs website](#).

Advancement Actions

- **Deadlines**
- **Confidentiality of external letters**
- **Department statements about rare and compelling reasons for going from 8.0/8.5 to above scale**

Discussion Items

Action Tracking

➤ Timeline

- Ideally, start Merit & Promotion actions the year prior
- Submitted to School by Late Fall/Early Winter
- Effective July 1st

➤ The Issue

- In MP Cycle 2020-21, 40% of faculty with M/P actions received their final decision after the effective date.
- In addition to ensuring that faculty receive their decision ahead of the effective date to avoid retroactive payments, it's also important that we have accurate data for programs such as Salary Equity, etc.

➤ Exploratory Data Analyses

- Early stages
- We plan to analyze additional years of results
- Let us know if there are any questions/feedback

Data Parameters

➤ Dataset

- Non-redelegated Merits & Promotions effective July 1, 2021. (MP Cycle 2020-21)

➤ Max Effective Dates

- Takes the latest date that any action took place. For example, if it was sent to the School on December 1st and then returned, and re-sent on January 2nd, then the date used was January 2nd.

➤ “Latest Due Dates”

- For this early analyses, we didn’t separate it by specific deadlines by series. Instead, we picked the latest date for non-redelegated actions

Preliminary Findings

- Overall
 - 435 Non-Redelegated Merit and Promotion Actions effective 7/1/2021
- At the Departmental Level
 - 224 (51%) were submitted in final form past the latest deadline of January 8, 2021
 - This percentage trends upwards in recent years, with a record high of 58% in 2022.
 - Out of these 224 M/P actions, the average time needed over the deadline was ~90 days.
- At the School Level
 - Ultimately, 260 (60%) out of 435 Non-Redelegated Merit and Promotion actions were submitted late by the Dean's Office
- At the VPAA Level
 - At the VPAA & the Review Committees (when needed) level, 145 (33%) out of 435 actions were still late beyond July 1st
 - Looking at when final actions were sent to VP Kass for his signature and his subsequent signature release, VP Kass finished in 3 weeks or less (87% of the time).

LSOE/Professors of Teaching

- ▶ Spring meeting held in April 2023
- ▶ Reviewed expectations for advancement
- ▶ Addressed current inequities in voting rules under Bylaw 55
- ▶ Concerns about enough time for research at the associate rank – consider some teaching relief, sabbaticals, Professional Development Awards

Additional Questions/Comments