

APPROVED
MINUTES OF MEETING¹
BERKELEY DIVISION OF THE ACADEMIC SENATE
November 13, 2003

The Berkeley Division met at 3:10 p.m. on Thursday, November 13, 2003, pursuant to call, in Sibley Auditorium at the Bechtel Engineering Center. Professor Ronald Gronsky, Berkeley Division chair, presided. The minutes were deferred until a quorum was met. At that time, Chair Gronsky presented the agenda as noticed. The agenda was approved, and the meeting was called to order.

I. Minutes of Meeting

ACTION: The minutes of the April 22, 2003 meeting were approved as submitted.

II. Announcements by the President

President Robert Dynes was unable to attend the meeting. He has been invited to attend the spring Division meeting on April 29, 2004.

III. Other Announcements

A. Chancellor Robert M. Berdahl

Chancellor Berdahl announced that a formal State of the University report will be available online in the near future. He presented the following summary of current issues.

- Budget: Systemwide, UC is down 25% from the Partnership Agreement funding levels. State discretionary funding has declined, including funding for higher education. University services, such as outreach, registration-supported student programs and state-funded research, have been negatively impacted. The instructional budget was protected this year, but protection is not guaranteed in the future.

The new governor's priorities for higher education are not yet known. Rather than the usual budget presentation in November, university budget principles will be presented to the Regents expressing the following priorities for future planning: funding of new enrollment, upholding the quality of education and support for faculty and staff salary increases. Alternative revenue sources and strategies will also be explored.

- Strategic Academic Plan: The planned enrollment target of 4,000 new students has nearly been met and funded. Two hundred faculty positions will be added to impacted programs, four to five new initiative programs, and major programs.
- Admissions: The recent controversy over admissions and comprehensive review is not unexpected, considering the stature of Berkeley and the very high number of applicants every year. Berkeley seeks a legal, fair

¹ Tapes of Divisional Meetings are available in the Academic Senate Office, 320 Stephens Hall.

admissions review process that ensures diversity; this goal is seen to be upheld.

- WASC accreditation: The WASC site visit was very successful and the exit interview described as "glowing." Berkeley was commended for the high quality of undergraduate education provided. Chancellor Berdahl complimented Vice Provost for Undergraduate Education Christina Maslach for her efforts.
- Campus administrative reorganization: A reorganization has just been completed by the Center for Organizational Effectiveness and Kinsey Associates to improve the efficiency, visibility and accountability of the capital planning, financial services and business/administrative service units. A real estate office has also been created to benefit long-term real estate opportunities.
- Chancellor Berdahl announced that he will retire on June 30, 2004. A search committee is being formed. It is his expectation that a new Chancellor will be named by July 1, 2004.

The Chancellor responded to a question regarding the standing of UC's funding compared to that of public institutions in other states. UC receives nearly the highest percentage of the operating budget and the highest dollars per student from general revenues. UC's fees are considered relatively low. However, in the face of shrinking state and federal funding, alternate funding sources such as student fees are becoming more important. The campus recognizes that the level of indebtedness placed upon students should be a consideration in future planning.

B. Chair of the Berkeley Division, Ronald Gronsky

Chair Gronsky noted the importance of Division meetings for communication and business purposes. He updated the Division on the following issues:

- Budget: This is a history-making time for higher education in this budget climate. Maintaining the quality of academic programs should be a priority.
- Admissions: Updates on admissions, in light of recent media attention, will be addressed in the reports of Professor David Stern, chair of the Committee on Admissions, Enrollment, and Preparatory Education (AEPE), and Pamela Burnett, director of the Office of Undergraduate Admissions, later in this meeting.
- New initiatives: A review of last year's selection process, resulting in several new initiatives for development, is being undertaken. Vice Chair of the Berkeley Division Robert Knapp and Associate Vice Provost for Academic Planning and Facilities James Hunt will co-chair the committee. The final report is due in the spring.
- Parking: The Chancellor's Joint Oversight Committee on Parking and Transportation has begun meeting.

- USA PATRIOT Act: Chair Gronsky reminded attendees of the full name of this act: Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism. Last year's steering committee and working groups identified the act's impacts on international students and scholars. A new working group has now been formed to examine these impacts and will complete a report in December 2004.
- 2020 Long Range Development Plan (LRDP): This LRDP is being developed to guide capital land use and investments through the year 2020. There will be a public comment phase in spring 2004.
- Enrollment Balance Task Force: The task force has been formed to develop guidelines for balancing enrollment levels of undergraduate and graduate students once the new enrollment cap of 4,000 students has been met.
- Academic calendar: The recently approved 2004-05 academic calendar has the same number of days of instruction as the current calendar but will commence one week later in the fall, enabling students to complete summer programs and courses. A new joint task force has been formed to develop an academic calendar for 2005-06.
- Berkeley Campus Code of Student Conduct: Last year, during Phase I compliance and procedures were examined. During Phase II issues of academic dishonesty and plagiarism are being reviewed.
- Academic program review: The first review under the new procedures has been completed. It will take about seven years to complete the cycle of review for all departments under the new procedures.
- Academic Council: Some issues under consideration include revised policies on sexual harassment and conflicts of interest due to consensual relationships, and the reports of the Graduate and Professional Admissions Task Force and the Task Force on Faculty Instructional Activities.
- Nominations for next year's systemwide Senate leadership are being solicited.

C. ASUC Academic Affairs Vice President Gustavo Mata

Chair Gronsky introduced Gustavo Mata, ASUC vice president for academic affairs and a fifth year student from Caracas, Venezuela. Vice President Mata outlined widespread challenges that students have faced this year.

- Cost of higher education: Sky-rocketing student fees and housing costs, combined with decreasing student grants and financial aid, have caused some students to drop out. Access, especially for low-income students, must be a priority. Enrollment caps and limited course offerings also threaten the quality of education at UC Berkeley.

- Diversity: The ASUC strongly supports comprehensive review. The administration now has a unique opportunity to work with students to promote diversity in higher education for faculty, students and staff.
- Lifestyle: Affordable housing and parking must be given high priority in long-range campus planning.
- Mental health: Mental health services should be re-evaluated, as instances of depression, mental illness and suicide in students are increasing. The ASUC requests that the Senate support the students' proposal for a mental health subcommittee of the Committee on Student Affairs.
- Student services: Services for advising and tutoring are integral to student success and must also be protected.
- Student rights: Students have felt their rights threatened by changes proposed during the recent review of the Code of Student Conduct. Comments from three student representative bodies were ignored in the recent revision of the academic calendar. Students have worked for alternative solutions and compromise and would like greater consideration from the university.
- Student participation: Empowerment of students will improve communication and problem-solving. Students must be incorporated in the decision-making process to a greater degree to ensure that the university is successful in answering their needs.

In response to a question from the audience regarding the review of the Berkeley Campus Code of Student Conduct, Chair Gronsky commented that some changes in the code are being considered to increase the educational value of the process and to minimize any inequity between students due to the costs of legal representation. Vice President Mata pointed out that international students who are less fluent in English would be at a disadvantage in a disciplinary hearing. Another participant suggested that pro bono lawyers could be offered to students to ensure adequate representation.

IV. Special Orders-Consent Calendar

For proposed legislative amendments, additions to the current text are noted by an underline; deletions to the current text are noted by a strikethrough line.

A. Proposed amendment of Berkeley Division Bylaw 4, Divisional Council *ex officio* member terms

Amendment proposed by the Divisional Council to allow for variations in terms.

4. DIVISIONAL COUNCIL (En. 10.89, CC. 3.92) [2]

B. Terms

3. Committee Chairs, *ex officio*, normally will serve the same term as the tenure of their Chairs, ~~but not longer than two consecutive terms~~. A Committee Chair may designate a Senate member of that Committee to serve in his or her

stead on the Divisional Council (with approval of the Committee on Committees) for a period of one year.

B. Proposed amendment of Berkeley Division Bylaw 17(B), appointment of the Committee for Protection of Human Subjects

Amendment proposed by the Committee on Committees to reflect current administrator title.

17. COMMITTEES (CC. 10.89, 3.92)

B. Duties

This Committee appoints:

- The Chair, Vice Chair, Secretary and Parliamentarian of the Division;
- All other Standing Committees;
- Special Committees as the Division may direct;
- Faculty Representative to the Senate of the Associated Students of the University of California, who also serves as a member of the student Search and Selection Committee and the Grievance Board, as provided in By-Law 13.C;
- Nominees for appointment to administrative committees when called upon by the Chancellor; in particular, nominees to all positions on the Chancellor's Committee for Animal Care and Use, except for non-Senate and outside University members;
- All Senate members of the Graduate Council's Standing Committee for Protection of Human Subjects; appoints a Senate member for its Chair in consultation with the Chair of the Graduate Council and the ~~Dean of the Graduate Division~~ Vice Chancellor for Research; appoints its student members in accordance with By-Law 13.C. (En. 4.88)
- Student members to Committees on Educational Affairs (By-Law 13).

C. Proposed amendment of Berkeley Division Bylaw 27(B), duties of the Committee on University-Emeriti Relations

Amendment proposed by the Committee on University-Emeriti Relations to reflect current duties.

27. UNIVERSITY-EMERITI RELATIONS

B. Duties

- ~~This Committee keeps centralized records of all emeriti members of the Division;~~

- ~~Maintains communication with all emeriti to determine and recognize their interests and needs as members of the academic community; and~~
- ~~Appoints appropriate subcommittees to maintain liaison with the Committee on University Welfare and for other appropriate purposes.~~

The Committee:

1. Represents the interests of emeriti and communicates their needs to the appropriate bodies of the Division;
2. Works closely with the Retirement Center and the Berkeley Emeriti Association to maintain communication with the emeriti and assess their interests and needs;
3. Maintains liaison with Committee on University Welfare and appoints subcommittees to maintain liaison with other academic bodies as deemed appropriate; and
4. Serves as a resource for the Retirement Center and assists the Center in identifying and responding to the needs of emeriti as appropriate.

D. Proposed amendment of Berkeley Division Bylaw 33(A), membership of the Committee on Courses of Instruction

Amendment proposed by the Committee on Committees to amend the College of Letters and Science liaison.

33. COURSES OF INSTRUCTION

A. Membership

This Committee consists of at least twelve Senate members, one of whom ~~shall also~~ should normally be a member of the Committee on Courses of Instruction and Academic Programs of the College of Letters and Science, the Secretary of the Division as an ex-officio member, three student members, and the Registrar, ex-officio, as a non-voting member. [See Bylaw 13.C.] (Am. 10.25.94; 4.29.97)

E. Proposed amendment to Berkeley Division By-law 47(B), duties of the Committee on Undergraduate Scholarships and Honors

Amendment proposed by the Committee on Undergraduate Scholarships and Honors to reflect new duty.

47. UNDERGRADUATE SCHOLARSHIPS AND HONORS

B. Duties

- Recommends to the President, through the Chancellor, award of such undergraduate scholarships as are restricted to students on the Berkeley Campus.
- Recommends to the Chancellor policies related to the awarding of all undergraduate financial aid on the Berkeley campus.
- Determines criteria for award of undergraduate honors and Honors with the Bachelor's Degree.

ACTION: The consent calendar was approved without objection.

V. Reports of Special Committees (None)

VI. Reports of Standing Committees

A. Admissions, Enrollment and Preparatory Education (AEPE) (Handouts A-D)

Professor David Stern, chair of the Committee on Admissions, Enrollment and Preparatory Education (AEPE) presented a report on Berkeley's admissions policy and the history of comprehensive review. (The actual text of his presentation follows below.) Following this report, Pamela Burnett, director of undergraduate admissions, detailed Berkeley's freshman selection policy and process.

Good afternoon.

I welcome this chance to speak to you today about the Berkeley undergraduate admissions process. Longstanding policy of the UC Regents has delegated to us, the Academic Senate the responsibility for setting admission standards, subject to approval by the Regents. Accordingly, through systemwide and campus committees, Senate faculty have developed the policies and procedures that determine how students are chosen.

I'm going to remind you what the current policies are. I will then invite Pamela Burnett, director of undergraduate admissions here at Berkeley, to outline the process at Berkeley.

In 1988 the Regents stated goals for UC admission policy in language they reaffirmed in 2001. They declared that "the University shall seek out and enroll, on each of its campuses, a student body that demonstrates high academic achievement or exceptional personal talent, and that encompasses the broad diversity of backgrounds characteristic of California." This was part of Resolution RE-28, which passed by a 22 - 0 vote on May 16, 2001. Copies of the full text of RE-28 are available here for your convenience.

As you know, admission to UC involves two stages. First, applicants must satisfy eligibility conditions that are defined for the UC system as a whole.

Second, campuses that have more applicants than spaces select new students from the pool of eligible applicants.

The Board of Admissions and Relations with Schools, known as BOARS, is the systemwide faculty standing committee that determines both the systemwide eligibility standards and the procedures campuses may use to select from the eligible pool.

In November 2001 the Regents approved guidelines developed by BOARS to regulate the selection of students by individual campuses, starting with the class entering in fall 2002. Those guidelines describe the process that is now called comprehensive review. Copies of the BOARS "Guidelines for Implementation of University Policy on Undergraduate Admissions" are available here for your convenience.

Some of the important features of comprehensive review are:

- Individual campuses have flexibility in applying the guidelines, and each campus can select students from the entire pool of eligible applicants.
- Priority is given to academic achievement, measured in multiple ways, and judged in the context of the student's high school and other circumstances.
- The Guidelines enumerate fourteen separate factors that campuses may take into account in selecting new freshmen. These include grades and test scores, a-g and honors courses, being in the top 4 percent of the high school class, outstanding work in specific subject areas or course projects, marked improvement in grades, special talents of various kinds, extracurricular achievements, academic accomplishments in light of the applicant's life experiences and special circumstances, and geographic location of the high school.

At Berkeley, the policy that governs selection of students is set by AEPE, the committee I now chair. Copies of one policy document, *Freshman Selection Criteria*, are available here. Current AEPE policy was developed under the leadership of the late Professor Jenny Franchot from 1995 to 1998, and Professor Calvin Moore from 1999 to 2003. The May 2002 AEPE report, *Undergraduate Admissions and Comprehensive Review: 1995-2002* (available on the web), gives a thorough explanation of the rationale for the current policy and how it came about. AEPE reviews the campus policy each year, and makes revisions as deemed necessary. The committee also oversees its implementation and monitors results, including statistical checks on the consistency of readers' judgments.

Berkeley now receives about 37,000 applications for freshman admission each year. Each of these applications is read in its entirety at least twice, by separate and independent readers. Every applicant is viewed as an individual with a unique combination of achievements and circumstances.

Under the direction of Richard Black, assistant vice chancellor for admissions & enrollment, and Pamela Burnett, director of undergraduate admissions, readers do an extraordinarily thoughtful job of assessing each application.

I'll now ask Pam to explain the main features of that assessment process.

Pamela Burnett, director of undergraduate admissions, was introduced. The following points on the UC Berkeley freshman admissions process were presented, along with a PowerPoint presentation.

- There are several paths to eligibility, including the Dual Admissions Program (begun in 2004), which allows for delayed admission as transfers for students in the top 4 to 12.5% of their high school who do not meet freshman eligibility requirements. Over 94% of Berkeley's freshman applicants meet or exceed the freshman eligibility requirements. Berkeley is among the most selective of public institutions in the U.S., admitting only about one-fourth of its freshman applicants for the fall term.
- Variation in eligibility rates by ethnicity limits campus goals to match statewide demographics, according to a 1996 study. It is hoped that a study currently underway will show improvement in these numbers.
- The comprehensive review process is now in its sixth year at Berkeley, considering an expanded definition of merit and context in a double-read process, and in some cases an augmented review. Qualified readers are given extensive training and are closely normed; faculty are invited to observe a norming session.
- Indicators of academic quality show an overall increasing trend in the admitted classes.

B. Committee on Computing and Communications (COMP) (Handout E)

Professor Kenneth Goldberg, chair of the Committee on Computing and Communications (COMP), presented the committee's report. Chair Goldberg summarized the committee's responsibilities and campus connections with a PowerPoint presentation. The rapid evolution of information technology during the past few years has created new issues for the campus, such as maintaining security and deployment of wireless networking systems. Last spring, COMP wrote a memo advocating the development of an on-going "information technology (IT) strategic plan" to respond to these issues and to aid in coordinating computing efforts on campus. This memo was enthusiastically received by then-Senate Chair Catherine Koshland and then-Vice Chair Gronsky, Divisional Council, and the administration, including Chief Information Officer and Associate Vice Chancellor for Information Systems and Technology Jack McCredie, Vice Chancellor for Research Beth Burnside, and Executive Vice Chancellor and Provost Paul Gray. Some of the issues to be considered include future directions in hardware, software, networking and technical support in each of the three areas of instruction, administration and faculty research. COMP will work with Associate Vice Chancellor McCredie and others to initiate an IT strategic planning process and will focus initially on assessing the role of computing in faculty research in all disciplines (via a departmental survey) and on identification of critical needs such as technical support.

VII. Petitions of Students (None)

VIII. Unfinished Business (None)

IX. University and Faculty Welfare

A. Faculty equity and diversity

Chair Gronsky introduced Professor Gibor Basri, chair of the Committee on the Status of Women and Ethnic Minorities (SWEM). Chair Basri read a 2002 statement by the University Committee on Affirmative Action and Diversity that correlated higher diversity with increased academic excellence (see Academic Senate *Notice*, July 2002). Campuses should identify best practices and take an integrated approach to recruitment and retention of underrepresented groups. Procedures should be established and the success of those efforts monitored. Principles of diversity must be incorporated into both campus and departmental cultures. Berkeley has an opportunity to increase diversity through faculty recruitment and to serve as a role model to other institutions and society.

Professor Basri introduced Angelica Stacy, professor of chemistry and associate vice provost for faculty equity. Associate Vice Provost Stacy also serves as the administration's liaison to SWEM. The Office of Faculty Equity Assistance makes recommendations to the administration on faculty recruitment, development and retention. Due to lack of time, Associate Vice Provost Stacy briefly summarized faculty diversity at Berkeley:

- Twenty-four percent of the faculty are female.
- Eighty-five percent of the faculty are Caucasian.
- Retention of underrepresented minority faculty needs strengthening. Although underrepresented minority faculty have been hired since 1992, there has been no net change in overall numbers in ten years.
- On the positive side, the rate of hire for female faculty has more than doubled during the past year.

Associate Vice Provost Stacy acknowledged efforts to improve faculty diversity made by Chancellor Berdahl, Executive Vice Chancellor and Provost Gray, and Vice Provost for Academic Affairs and Faculty Welfare de Vries.

Due to a lack of time, Chair Gronsky announced that a forum would be scheduled during the spring semester to allow for a full discussion of faculty equity and diversity.

X. New Business (None)

The meeting was adjourned at 5:00 p.m.

William G. Oldham
Secretary, Berkeley Division

- Handout A: Future admissions, employment, and contracting policies, resolution rescinding SP-1 and SP-2, approved by The Regents on May 16, 2001
- Handout B: Comprehensive review [UC Office of the President webpage]
- Handout C: University of California, Berkeley, Freshman Selection Criteria - Fall 2003, approved by AEPE, May 4, 2001
- Handout D: Office of Undergraduate Admissions, 2004-05 Freshman Application Cycle, Preliminary Norming Schedule, dated October 21, 2003
- Handout E: Memo recommending development of a UC Berkeley Strategic Plan for Computing and Communications (SP-COMP), May 27, 2003