

**APPROVED MINUTES
BERKELEY DIVISIONAL COUNCIL
Monday, March 18, 2024 – 12:10-2:00 PM
Stephens Hall, Conference Room 310**

Divisional Council (DIVCO) met on Monday March 18, 2024, in Stephens Hall, room 310. Division Chair Maximilian Auffhammer presided. A quorum was present as shown on the attached attendance chart.

I. A. MINUTES of the meeting of February 12, 2024

B. MINUTES of the meeting of March 4, 2024

ACTION: The minutes were approved as presented.

II. CONSENT CALENDAR

A. Committee on Committees (COMS) nominations

B. Distinguished Teaching Award (DTA) nominations

ACTION: The consent calendar was approved as presented.

III. ANNOUNCEMENTS

Division Chair Max Auffhammer

Chair Auffhammer has been receiving emails from committees not represented on DIVCO regarding the Cal Athletics deficit. He is concerned about proposed reorganization of scholarships to the Financial Aid and Scholarships Office (FASO) and will be raise it with the Executive Vice Chancellor and Provost and other Deans. He hopes to address this with the new Chancellor. The Chair of Academic Planning and Resource Allocation (CAPRA) as well as the Faculty Athletics Council (FACL) are aware of this prospective move and are working on a plan.

Chair Auffhammer announced that Chancellor Christ was able to identify funds for the proposed changes and updates for the library. He thanked CAPRA for their careful and convincing work.

IV. UNFINISHED BUSINESS—None

V. NEW BUSINESS

A. Discussion only: Updates from Reducing Bureaucratic Burden Task Force

Guest: Andrea Lambert-Tan, Assistant Executive Vice Chancellor, and Chief of Staff - Office of the Executive Vice Chancellor & Provost (EVCP)

Chair Auffhammer and Assistant Executive Vice Chancellor Lambert-Tan co-chaired the task force for Reducing Bureaucratic Burden charged by the Executive Vice Chancellor

and Provost (EVCP) Hermalin, which was one of his three main initiatives when he stepped into his current role. They were asked to recommend specific improvements and pathways to change as well as support solution implementations. More in depth information can be found on the [website](#). The task force identified some principles on how decisions should be made, such as the following:

- Recognizing that time has value;
- Changing attitudes towards risk;
- Instead of defending existing processes, thinking about how they can be improved, encourage improvements, celebrate failure, and move on; and
- Thinking about “best practices” in the Berkeley – resource constrained - context instead of those in the private sector.

The task force is still in the process of documenting the challenges but some of the things that were accomplished by the task force included changing the conversation and looking within their own units to improve processes. They found many pain points were coming from Human Resources and procurement, especially with respect to vendoring. There are efforts underway to improve these processes.

Further discussion from DIVCO members included:

- Restating the difficulty of the process of paying others;
- The elongated process of receiving technical support;
- Noting that the biggest administrative problems can be problems related to students (e.g., Financial Aid); and
- Examining the research administration processes.

B. Discussion only: Administrative Management Professionals (AMP) Update

Guests: Joanne Straley, Department Manager - Department of Plant & Microbial Biology (PMB)

Elena Wen Jiang, Chief Financial Officer for Vice Chancellor, Administration

Cruz Grimaldo, Assistant Vice Chancellor and Director, Financial Aid and Scholarships

The Berkeley Administrative Management Professionals (AMP) staff organization provided their goals and results of the recent survey sent out to its members regarding department feedback. The goals of this group are to:

- Improve communication among teaching, research, service, and administrative offices of the Berkeley campus; provide a forum for discussion;
- Study administrative problems for the purpose of finding ways to improve and simplify operations at all levels;
- Provide the administration with a broad-based staff resource that is closely involved with the teaching and research mission;
- Support members by sharing best practices; and
- Promote and recognize the professional identity of department and unit administrators and managers.

The survey highlighted feedback regarding department performance and culture. There is a disconnect between faculty perceptions of staff workload versus staff perception of staff workload. There are increased staff workloads and expectations. Within the next

one to three years, they want to achieve a state where every manager and administrative professional on campus can say they are thriving, their well-being is prioritized, and their workload and their staff's workloads are manageable.

Discussion followed with inquiries of who was part of the retention rates from the survey as well as how things have changed since the implementation of the new contracts following the United Auto Workers (UAW) strike. Members found similarities with the previous topic of reducing bureaucratic burden. They hope that more things that are *not needed* can be identified to reduce the amount of work to help diverge from this culture problem on campus.

C. Discussion/action: ASUC Student Advocate's Office's Grief Absence Policy for Students (GAPS)

The proposal guarantees students at least seven academic days off from coursework within the semester they experience the loss of an immediate family member. This was presented to the Undergraduate Council (UGC) which garnered mostly positive support with concerns about administering it. Many members suggested increasing the number of days to ten to match what the faculty receives as this would be consistent with the Executive Vice Chancellor and Provost's (EVCP) *Inclusive Classroom Initiative*. Other questions and concerns included:

- Flooding of requests during peak testing times;
- Misuse of the policy; and
- Concerns of excess burden for faculty teaching large classes.

A majority of the members were in support of creating a process that include a central repository so that have faculty have minimal follow up to decrease the bureaucratic burden for faculty and protect the privacy of the students.

ACTION: DIVCO authorized Chair Auffhammer to draft a letter forwarding committee comments to the administration.

D. Forward**System wide Senate Review: Proposed Academic Senate Statement on UC Quality*

Forwarded to the committees on Academic Planning and Resource Allocation (CAPRA), Courses of Instruction (COCI), Diversity, Equity, and Campus Climate (DECC), Graduate Council (GC), Committee on Research (COR), Committee on Teaching (COT), and Undergraduate Council (UGC). DIVCO discussion tentatively scheduled for April 29, 2024.

E. Forward**Proposal to change the name of the BA degree in Operations Research and Management Sciences to Analytics*

Forwarded to the committees on Budget and Interdepartmental Relations (BIR) and Undergraduate Council (UGC). DIVCO discussion tentatively scheduled for April 15, 2024.

VI. INFORMATIONAL ITEMS—None

A motion was made to end the meeting, a second motion carried. The meeting was adjourned at 1:57 p.m.

DIVCO – ATTENDANCE, SPRING 2024

DIVCO MEMBERS	1/22/24	2/12/24	2/26/24	3/4/24	3/18/24	4/1/24	4/15/24	4/29/24	5/13/24
Aguilera, Adrian	P	P	P	P	A				
Ansell, Christopher	P	P	P	P	P				
Auffhammer, Maximilian	P	P	P	P	P				
Bunge, Silvia	P	P	P	P	A				
Fernald, Lia	P	P	A	P	P				
Firestone, Mary									
Gilles, Keith	P	P	P	P	P				
Hayes, Tyrone	P	P	P	P	P				
Hesse, Carla	P	P	P	A	A				
Landreth, David	P	P	P	P	A				
Levy, Jonah	P	A	P	P	P				
Morello-Frosch, Rachel	A	P	P	P	P				
Nelson, Jelani	A	P	A	P	P				
Nuru-Jeter, Amani	P	P	P	P	P				
Puckett, Kent	P	P	P	A	P				
Sheehan, Jonathan	P	P	P	A	P				
Villas-Boas, J. Miguel	P	P	P	P	P				
Volpp, Sophie	P	P	A	A	P				
Wallace, Nancy									
Wildsoet, Christine	P	P	A	P	P				
Wymore, Lisa	P	A	A	A	A				

INVITED GUESTS *	1/22/24	2/12/24	2/26/24	3/4/24	3/18/24	4/1/24	4/15/24	4/29/24	5/13/24
Grimaldo, Cruz					P				
Lambert-Tan, Andrea					P				
Straley, Joanne					P				
Wen Jiang, Elena					P				

SENATE STAFF	1/22/24	2/12/24	2/26/24	3/4/24	3/18/24	4/1/24	4/15/24	4/29/24	5/13/24
Banaria, Jocelyn Surla	A	P	P	P	P				
Hashimoto, Dorothy	P	P	P	P	P				

P=Present A=Absent * Non-voting