



320 STEPHENS HALL
UNIVERSITY OF CALIFORNIA

NOTICE OF MEETING
BERKELEY DIVISION OF THE ACADEMIC SENATE
Thursday, April 29, 2021, 3:10 - 5:00 p.m.
Videoconference

Items on the agenda for the spring meeting of the Berkeley Division include:

- **Extraordinary Teaching in Extraordinary Times Awards**
The Academic Senate Committee on Teaching selected recipients for this award, which is in lieu of the annual Distinguished Teaching Award. The award honors UC Berkeley instructors who in 2020 engaged in or supported excellent teaching despite the challenges posed by the COVID-19 pandemic.
- **Extraordinary service in extraordinary times**
DIVCO members will describe the contributions of some of our faculty and staff colleagues who enabled us to get through this last year, and are helping us turn toward the future.
- **Pre-proposal for the College of CDSS**
Associate Provost of the Division of Computing, Data Science, and Society Jennifer Chayes will present the pre-proposal for a new college.
- **Announcements**
Chancellor Carol Christ
Division Chair Jennifer Johnson-Hanks
Graduate Assembly President Luis Tenorio
- **Reports of standing committees**
Committee on Diversity, Equity, and Campus Climate
<https://academic-senate.berkeley.edu/awards/henkin>
Committee on Faculty Awards (written report only)
Committee on Faculty Research Lecture (written report only)
Committee on Rules and Elections
Committee on Teaching
<https://rtl.berkeley.edu/extraordinary-teaching-extraordinary-times-award>
- **Proposed legislation**
Proposed Berkeley Division Bylaws 4, 9, 26, 160, 161, and 162 related to electronic voting.

Proposed amendments to Berkeley Division Regulations 801, 807, 809, and 810 (College of Letters and Science).

ORDER OF BUSINESS

I. Minutes

Minutes of the October 29, 2020 meeting of the Division (Enclosure 1)

Minutes of the November 30, 2020 emergency meeting of the Division (Enclosure 2)

II. Announcements by the President

President Michael Drake is unable to attend.

III. Other Announcements

A. **Chancellor Carol Christ**

B. **Berkeley Division Chair Jennifer Johnson-Hanks**

C. **Graduate Assembly President Luis Tenorio**

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. Per Division bylaws the consent calendar is approved in the absence of a quorum.*

A. **Proposed amendments to Berkeley Division Bylaws 4, 9, 26, 160, 161, and 162 related to electronic voting**

The revisions establish electronic voting as the default method and remove references to voting by mail or on paper. Additional revisions are for clarity and consistency. The amendments, proposed by the Committee on Rules and Elections, have been approved by Divisional Council. The amendment to Bylaw 4 is shown on the reverted version of the bylaw that will be in effect on May 15, 2021.

PART I. BERKELEY DIVISION

4. **DIVISIONAL COUNCIL** (En. 10.89; CC. 3.92, 5.1.14, 05.03.17; Am. 11.13.03, 11.8.07, 4.22.10, 10.29.14, 4.22.15; EC 05.03.17)

A. **Composition**

The Divisional Council shall be composed of eighteen members as follows:

1. The Chair and the Vice Chair of the Division, who are also Chair and Vice Chair of the Divisional Council.
2. Chairs of the following Committees:
 - Academic Planning and Resource Allocation
 - Admissions, Enrollment, and Preparatory Education
 - Budget and Interdepartmental Relations
 - Committees

- Courses of Instruction
- Diversity, Equity, and Campus Climate
- Faculty Welfare
- Graduate Council
- Research
- Undergraduate Council

3. Six At-Large members elected by the Division.

The Secretary of the Division serves as non-voting secretary to the Council.

B. Terms

1. The Chair serves for one year.
2. The Vice Chair will serve one year as Vice Chair and the next year as Chair of the Division and of the Divisional Council.
3. Committee Chairs, *ex officio*, normally will serve the same term as the tenure of their Chairs. 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.
4. At-Large members, half to be elected every year, will serve two-year terms. They cannot serve consecutive terms.
5. Terms begin on the first day of instruction of the Fall term, unless otherwise designated in Divisional legislation.
6. A partial term counts as a full term.
7. A vacancy occurring between regular elections is filled by the Committee on Committees.

C. Duties

The Divisional Council has the following responsibilities and authority.

1. Proposes legislation as needed.
2. Acts on behalf of the Division on matters other than legislative matters retained by the Division.
3. Receives and distributes to the appropriate agency or agencies reports from Standing and Special Committees of the Division and from academic program and Organized Research Unit review committees.
4. Coordinates activities of Divisional Standing and Special Committees.
5. Proposes and approves establishment of Special Committees and task forces.
6. Places items it considers routine on a Consent Calendar to be submitted to a meeting of the Division. Should the meeting not attain a quorum, the Consent Calendar would be taken as approved.
7. Informs members of the Division of its agenda and actions

by regularly circulated reports, public forums, Divisional newsletter, or other appropriate channels.

8. May order a ~~ballot by mail~~ Divisional vote, in the event that a quorum was not achieved at a Divisional meeting, on any matter, including legislation that was presented in the Notice for that meeting. (En. 9.91; EC 4.26.05)

9. **DIVISION ELECTIONS** (En. 11.8.07)

A. **General Provisions**

Subject to provisions in these By-Laws, all Divisional elections ~~and ballots~~ are to be conducted by ~~paper or~~ electronic means, unless the Division Secretary, in consultation with the Committee on Rules and Elections, decides that an election shall be conducted by other means. ~~If an election is conducted electronically, Berkeley Division members may request a paper ballot from the Secretary in writing. The Division Secretary, in consultation with the Committee on Rules and Elections, shall decide whether the election or ballot will be conducted by paper or electronic means.~~

B. **Notice of Election**

Not fewer than 30 days of instruction prior to the election, the Secretary must send to each voting member of the Division a Notice of the Election.

C. **Nominating Petitions**

- Nominating Petitions must be filed with the Secretary within 10 days of instruction after the Notice of Election has been sent.
- A Nominating Petition must be signed by five voting members of the Division, and must state the departmental affiliation of the nominee and nominators.
- The nominee must ~~certify acceptance~~ the nomination.

D. **Voting**

1. ~~By paper ballot:~~

- ~~At least 14 calendar days before the Election, the Secretary must mail to each voter a list of all nominees, stating their nominators and departmental affiliation of each.~~
- ~~The list of nominees must be accompanied by a ballot listing the nominees alphabetically, a plain envelope in which the voter is to enclose the marked ballot, and a further envelope addressed to the Secretary to be used for return of the sealed ballot.~~
- ~~The voter must be notified that:~~
 - ~~All ballots must be returned to the Secretary no later than the date of election;~~

- ~~• A ballot is invalid if more names are marked than there are vacancies to be filled, or if the ballot lacks the signature of the voter in the space provided on the return envelope;~~
- ~~• A voter who spoils a ballot may, by tearing it across once and returning it to the Secretary, obtain another. (EC-00)~~

~~2. By electronic ballot:~~

- At least 14 calendar days before the Election, the Secretary must make available to each voter an electronic ballot of all nominees, stating their nominators and departmental affiliation of each.
- Each voter will have access to a secure, web-based voting system that is administered by the Academic Senate office.
- The voting system will authenticate the identity of each voter and separate the identity of each voter from his or her vote to maintain the confidentiality of the voting process.
- The voting system will be designed so that once a vote has been cast, neither the voter nor anyone with access to the system can change the vote.
- ~~• If a Senate member prefers a paper ballot, the Berkeley Division will make one available upon written request. If a voter submits both an electronic and a paper ballot, the electronic ballot will take precedence and the paper ballot will be destroyed prior to the count.~~

E. Election of At-Large Members to the Divisional Council

- At-Large members shall be elected at the same time as members of the Committee on Committees and in the manner outlined in this By-Law, except that the number of nominations must be at least twice as many as there are places to be filled; the Committee on Committees will add the necessary number of nominees to complete the slate if the number of Nominating Petitions received from the membership is fewer than the number required.

F. Election of Committee on Committees Members

- Committee members are elected in accordance with Senate and Berkeley Division By-Laws.
- Candidates receiving votes on at least 35% of the valid returned ballots are to be declared elected.
- If more candidates receive votes on at least 35% of the valid ballots cast than there are vacancies to be filled, those having

the highest percentage are to be declared elected.

- If fewer candidates receive votes on at least 35% of the valid ballots cast than there are vacancies, a second ballot must be taken. It must list the nominees not elected but receiving the highest percentage on the first ballot, but not to exceed twice the number of remaining vacancies. (CC. 12.6.07)
- Those receiving the highest percentage on the second ballot are to be declared elected for such vacancies as exist. A tie for the last vacancy is broken by lot.

26. RULES AND ELECTIONS (Am. 10.25.94, 11.8.07; EC 05.03.17)

A. Membership

This Committee consists of at least three Senate members. The Secretary of the Division shall serve as chair of this committee.

B. Duties

1. This Committee prepares and reports to the Division, or to any of its Faculties, such changes and additions to their By-Laws and Regulations as it deems advisable;
 - Formally supervises all changes and additions to the By-Laws and Regulations proposed by other committees or by individuals;
 - Edits and publishes the Manual of the Berkeley Division at such intervals as it deems expedient; and
 - Determines whether a person meets the conditions for membership in the Division.
2. By vote of the Division, issues of interpretation of Divisional legislation may be referred to this Committee for decision and report.
 - Such decisions are subject to review by the Division, either when the report is made or on petition signed by twenty-five voting members of the Division. The final date for filing such petitions is ten days after the minutes of the meeting of the Division reporting the decision are ~~placed in the mail~~ made available.
 - If the Division ~~disapproves~~ does not approve the report of the Committee, the Committee must at once draft legislation which expresses the intent of the Division.
3. This Committee supervises all elections of the Division and voting on propositions submitted to the Division ~~by mail or electronic ballot.~~ (Senate By-Law 340 and Berkeley Division By-Law 9) Unless otherwise specified in these By-Laws, election is by a plurality of votes cast.

PART V. LEGISLATIVE BUSINESS

160. VOTING REQUIREMENTS (Am. 3.89)

- Enactment, amendment, or repeal of the By-Laws requires a approval by two-thirds vote of those present and voting ~~or of those voting by mail ballot~~.
- Modification of Regulations requires approval of a majority of those present and voting ~~or of those voting by mail ballot~~.
- All other business requires a majority of the votes cast.
- Abstentions will not count in the calculation of the two-thirds vote required for approval of By-Laws or the majority necessary to pass Regulations, or modification of either.

161. ~~ELECTRONIC OR MAIL BALLOT~~ DIVISIONAL VOTES (En. 3.89; Am. 11.8.07)

~~An electronic or mail ballot~~ A vote of the Berkeley Division must be held on any issue, including modification of legislation, if a majority of the voting members present at a meeting of the Division so orders. All Divisional votes are to be conducted by electronic means, unless the Division Secretary, in consultation with the Committee on Rules and Elections, decides that a vote shall be conducted by other means. ~~Electronic and mail ballots~~ Votes are held in accordance with Senate By-Laws 95 and 340 and Berkeley Division By-Laws 9.A and 9.D.

162. PRIOR NOTICE (Am. 3.89, 11.13.08)

A. Legislative Changes

The full text of proposed modification of Divisional or Senate legislation that is to be acted on at a meeting of the Division must be sent ~~in electronic or paper form~~ at least seven calendar days prior to the meeting.

B. Business Not Noticed

1. At a Regular Meeting, the Division may take up any other business, except legislation as noted in By-Law 162.A above, whether or not noticed in the call to meeting. But, if not so noticed, such business can be acted upon finally only after members present have consented so to act by two-thirds of the votes cast. (CC. 3.89)
2. At a Special or Emergency Meeting, Business Not Noticed in the call to meeting can be taken up only after unanimous consent, and can be acted upon finally only after members present have consented so to act by two-thirds of the votes cast.

B. Proposed amendments to Berkeley Division Regulations 801, 807, 809, and 810 (College of Letters and Science)

The College of Letters and Science (L&S) proposes amendments to Berkeley Division Regulations 801, 807, 809, and 810. In its proposal, the L&S Executive Committee (EC) provided extensive explanations and rationales for each substantive change. These are summarized below but available in full by request to acad_sen@berkeley.edu. Additional non-substantive changes are proposed for clarity, logical flow, or elimination of duplicated language. The Committee on Rules and Elections (R&E) reviewed the proposed amendments and found them to be consonant with Berkeley Division regulations. The amendments have also been approved by Divisional Council.

807 Bachelor of Arts Degree:

- Eliminates the requirement to complete 60 units of L&S courses. It is no longer necessary to track this since all L&S students are in compliance.
- Applies the clarification made by R&E in 2015 that the limit applies to all lower division coursework, not just community college coursework.

809 Major Programs

- Adds reference to existing upper division unit requirement maximum.
- Allows the L&S Executive Committee to approve exceptions to unit requirements for major programs, as recommended by R&E and DIVCO. The EC provided the criteria it will use to review requests for exceptions.
- Simplifies the requirement as a 2.00 GPA in upper division coursework.

810 Additional Requirements in Major Programs

- Brings upper division unit requirements for group majors into alignment with requirements for other majors.

TITLE IX. COLLEGE OF LETTERS AND SCIENCE

801. ~~CLASS SCHEDULES~~ STUDY LISTS (Am. 3.83, 2.86)

A. Unit Limits

- Confirmed ~~class schedules~~ study lists of fewer than 13 units in a Semester require approval of the Dean of the College.
- Students who have not declared a major and who wish to enroll in more than 20.5 units must secure approval of a College adviser. Students who have declared a major and who wish to enroll in more than 20.5 units must secure approval of their major adviser. (Eff. Fall 1986)
- Repeated courses are counted in making ~~class schedule~~ study list totals.

B. Students' Responsibility

- Presentation of a study-list by a student and its acceptance by the College evidences an obligation on the part of the student faithfully to perform the designated work to the best

- of his or her ability.
- Withdrawal from, or neglect of, any course entered on the study-list, or a change in program without formal permission of the Dean of the College renders the student liable to enforced withdrawal from the University, or other appropriate disciplinary action.

C. Study-List Approval

Regulations as to approval of study-lists shall be adopted by the Faculty of the College.

807. BACHELOR OF ARTS DEGREE (Am. 2.85, 4.87, 3.31.92, 10.25.94, 4.25.05)

The degree of Bachelor of Arts will be granted upon the following conditions:

A. Unit Requirements

~~**Letters and Science Units**~~

- ~~• The candidate must have completed at least 120 units, of which at least 60 shall be in courses offered in departments, groups, or divisions with a major program authorized by the Executive Committee of the College of Letters and Science.~~
- ~~• Courses numbered 300 and above and Physical Education activities courses are excluded from the 60 units. (EC. 11.28.00)~~

~~**Units outside the College of Letters and Science**~~

- ~~• Units earned in courses offered outside the College of Letters and Science may be counted toward the 60 units under the following conditions:
 - ~~1. The courses are either
 - ~~a. specifically required in a major approved by the Executive Committee; or~~
 - ~~b. recommended or elective courses which are counted toward graduation in a major approved by the Executive Committee, provided that the student graduates in that major program.~~~~
 - ~~2. The courses are approved, by the Executive Committee for use in satisfaction of the College's Breadth and the courses are applied to those requirements. (CC.4.92)~~~~

1. Minimum Units

The candidate must have completed at least 120 units. In addition to any unit limitations specified by the University and Division:

- a. No more than 70 units of lower division transfer course work shall be counted toward the A.B. degree.
- b. No more than 4 units total of Physical Education units may be counted toward the A.B. degree.
- c. A maximum of 6 units of '300' and '400' courses may count toward the A.B. degree.

~~B.~~ Upper Division Requirements

2. Upper Division Courses Units

At least 36 units must be in upper division courses. Courses outside the College of Letters and Science may be included.

3. Upper Division Units Outside the Major

At least 6 of the 36 units must be in courses outside the major department.

B. Residence Requirements

A minimum of 18 units of upper division courses, including 12 units in upper division courses in the major, must be completed in residence in the College of Letters and Science. For students who meet the residence requirements as provided in SR 614, the requirements of 18 units in upper division courses is reduced to 16 (Am. 3.83).

~~C.~~ Other Units

~~"300" and "400" Courses~~

- ~~• A maximum of 6 units of "300" and "400" courses may be counted toward the A.B. Degree.~~

~~Physical Education Courses~~

- ~~• A maximum of 4 units of Physical Education activities courses may be counted toward the A.B. Degree.~~

~~Community College Units~~

- ~~• No more than 70 units of community college course work shall be counted toward the A.B. degree.~~

DC. General Requirements

The candidate must have satisfied the:

1. General University requirements of SR 630, 634, 636, 638; and Berkeley Regulation 300. (CC. 4.89)
2. Breadth requirements specified by the Faculty of the College.
 - Any student who has completed all of the Letters and Science breadth requirements, or the general education requirements, or the equivalent of either, at the University of California campus from which he or she transfers, may, upon petition, be credited with having completed the breadth requirements of

this College.

3. Requirements of a major program described in Regulations 809-812 (eff. Fall 1987).

809. MAJOR PROGRAMS (Am. 3.83, 4.11.96, 4.29.04)

- A. Each candidate must complete a four-year major program of one of the types described in Regulation 810.
 - The major program is designed as a planned effort to explore a subject systematically, to assure that all students pursuing the same major program acquire certain knowledge in common, and to encourage the student in independent study.
 - All major programs of whatever type must include not fewer than 30 nor more than 60 units, and must include at least not fewer than 24 units in upper division courses nor more than 30 units in upper division courses. Any exceptions to these unit requirements must be approved by the Executive Committee of the College before publication and before they become effective.
 - Requirements for major programs, including prerequisites and limitations on programs, and alternative electives, must be ~~submitted to~~ approved by the Executive Committee of the College ~~for approval~~ before publication and before they become effective.
- B. A student may declare a major program as early as the student decides, consistent with any major prerequisites, but must declare it not later than the beginning of the junior year.
 - As soon as the student has declared the major, and been accepted to pursue it, the student ~~will~~ shall be assigned to a major adviser for that program.
- C. A change from one major program to another may be made only by permission of the Dean of the College and of the department or committee in charge of the major program to which the student petitions to transfer.
 - The Office of the Registrar will send notice that such change has been authorized ~~Notice that such change has been authorized will be sent by the Office of the Registrar to the departments or committees concerned.~~
 - No change of major will be permitted after the opening of the student's last term.
- D. ~~Candidates for the A.B. degree must attain at least a C (2.000) average overall in all of the courses required in the major program, at least a C average in the upper division courses required in the major program, and at least a C average in the upper division courses taken at Berkeley that are required in the~~

~~major program;~~ Candidates for the A.B. degree must attain at least a C (2.00) average in all upper division courses that are identified by the major department or program as specifically required, or approved as elective course options to fulfill a major requirement. In the case of elective course options, the calculation will include the minimum number of courses with the highest grades needed to fulfill the requirement. ~~Averages higher than a C may be required only for Honors Programs. (see Regulation 815)~~

- E. Students who fail to attain an average of C (2.00) ~~two grade points for each unit of~~ all work taken in a department may, at the option of that department, be denied the privilege of pursuing a major program in that department. A similar option may be exercised by committees in charge of group or field majors.
- F. Each major department is expected to ~~send to~~ notify the Dean of the College ~~from time to time a list of~~ any students ~~(if any) who,~~ in the opinion of the department, cannot profitably continue in the major program of the department, together with a statement of the basis for such opinion ~~and of the probable causes of the student's lack of success.~~
 - In such cases, the Executive Committee of the College may, with approval of the department concerned, permit a change to another major program or may, with approval of the President of the University, require the students to withdraw from the College. Committees in charge of group or field major will follow a similar pattern.
- G. Students who are admitted to senior standing in the University of California on the basis of credit from other institutions, or on the basis of credit from University Extension, University of California, must complete in residence at the University of California, subsequent to such admission, at least 18 units of work in upper division courses, including at least 12 units in their major program.
 - For students who meet the residence requirements as provided in SR 614, the requirements of 18 units in upper division courses is reduced to 16. (Am. 3.83)

810. UNIT ADDITIONAL REQUIREMENTS IN MAJOR PROGRAMS (Am. 3.83)

A. Departmental Major Programs

- ~~These programs must consist of not fewer than 24 nor more than 30 units of upper division courses, together with such lower division courses as the department deems necessary to a coordinated program.~~
- At least 15 units of specified courses must be required in

D. Committee on Rules and Elections

E. Committee on Teaching

Extraordinary Teaching in Extraordinary Times Awards

The Academic Senate Committee on Teaching selected recipients for this award, which is in lieu of the annual Distinguished Teaching Award. The award honors UC Berkeley instructors who in 2020 engaged in or supported excellent teaching despite the challenges posed by the COVID-19 pandemic.

<https://rtl.berkeley.edu/extraordinary-teaching-extraordinary-times-award>

VII. Petitions of Students (None)

VIII. Unfinished Business (None)

IX. University and Faculty Welfare (Discussion only)

A. Extraordinary service/leadership and collaboration in extraordinary times

DIVCO members will describe the contributions of some of our faculty and staff colleagues who enabled us to get through this last year, and are helping us turn toward the future.

B. Pre-proposal for the College of CDSS

Associate Provost of the Division of Computing, Data Science, and Society Jennifer Chayes will present the pre-proposal for a new college.

X. New Business (None)