

ACADEMIC ASSEMBLY COUNCIL AGENDA

May 5, 2020

9-3pm

Zoom

I. Begin Business Meeting

- A. Roll Call: President Katherine Soule; Vice President Van Butsic; Past President Jim Downer; Secretary Tunyalee Martin, Advisors Committee George Zhuang; Academic Coordinators Committee Andy Lyons; UC Berkeley Specialists Committee Ellen Bruno, Rules and Elections Committee Surendra Dara; Multiple Academic Titles Committee Karina Diaz Rios; Program Committee Jennifer Heguy; Welfare and Benefits Committee Rebecca Ozeran, Ben Faber, John Karlik, Deepa Srivastava; UC Davis Specialists Committee Leslie Roche; Personnel Committee Steven Worker
- Guests: Guests: Staff Assembly Council Vice Chair Marvin Flores vice chair and Chair Nikolai Schweitzer, John Fox, Tina Jordon, Mark Lagrimini, Wendy Powers
- B. Approval of Previous Minutes

II. Reports

- C. President:
- i) COVID-19 thoughts: working well and getting work done
 - ii) ANR at Work survey: Surendra, Van, and Karina with Staff Assembly Council and Diversity, Equity, Inclusion workgroup will be assessing data and developing a plan on how to move forward. High rate of participation. Disappointed that suggested questions, especially about senior leadership, were changed or not included in the survey. Interested in results with small groups. Groups less than 7(?) are clumped with other groups to provide anonymity. For example, statewide programs if small all clumped together (e.g., CalNat, IGIS, Nutrition).
 - iii) First VP Council meeting (with statewide program directors, deans, and Staff Assembly Council representative): provide updates regarding issues that impact broader leadership and an opportunity to give highlights.
 - iv) Systemwide policies: Feedback from ANR about academic systemwide policies goes through Robin Sanchez who filters the responses and sends individual comments via an Excel sheet. Most other organizations send a letter that brings up many concerns to address. Contacting Robin, she communicated that she wouldn't treat a letter from AAC differently and would add comments to the Excel sheet rather than sending the letter forward. AAC should review relevant policies and develop a letter to be submitted. Some policies for example: gender recognition and Native American Cultural Affiliation and Repatriation. On campus academic committees weigh in and provide letters to the dean. Historically there was no opportunity to respond or review previously, and now Robin does send to Katherine and to out to all of ANR. How do we get contact info from UCOP so for certain policies we can respond?
 - v) Level of support from Information Technology (IT) group. Saved for advisor report time.
 - vi) Glenda requested information be dispersed through AAC to encourage partnering with The Conversation (<https://theconversation.com/us>) Leslie good experience with it as another outlet to extend information. Editors help translate research to wider audience. Get good feedback. You submit a proposal of idea and are assigned an editor to work with. Agreeable with what was OK and not OK to say. May push you a little out of your comfort zone, but good experience. Leslie: write about experience working with The Conversation for the newsletter.
 - vii) Katherine assistant vice provost starting July 1. Stepping down as past president in case any appearance of conflict of interest. Need someone to be on Vice President Council. Having

current president also be the VP Council representative is a lot of work. ***Jim will represent AAC on VP Council as past president.

D. President-Elect (Budget Update)

viii) No budget notifications for next year. If a reduction in budget we will continue meeting via zoom with half of the meetings in person to maintain budget for awards.

III. Committee Reports

- E. Rules & Elections (Surendra): Communicating with committee chairs about open positions and successfully recruited members. Elections ballot out for Rules & Elections committee. It's a challenge to find people to serve on the committees. Should we reduce number of members on committees? on agenda for next meeting
- F. Personnel (Steven): Four members rotating off the committee; 3 of the 4 filled. Group working on expectations examples for each title series in ANR: academic coordinators, advisors, specialists, multiple academic titles, for tables of examples in the back of the ebook. Working on how academics with administrative appointments should reflect their accomplishments in their dossier. Second working group on the advancement process is meeting next week. Reducing review by ad hoc committees, recommend how equity requests and repeals are handled, recommendations for accelerations. This will all be reviewed at July 17th Personnel Committee meeting and then approval needed by Wendy.
- G. Program (Jennifer): reviewed Distinguished Service Awards applications and gave recommendations to leadership on Friday. Announcements should be soon. Will fill a specialist and advisor position after ballot election. Not many people are traveling to meetings and no carry over of travel funds approved. Should have an application out for the next half of the year but haven't seen it. Susie Kocher next chair.
- H. Welfare & Benefits (Rebecca → represented by Ben and John): See the need for FAQ webpage on sabbatical leave and travel support, etc. UCRS decline with stock market (down 20%, lowest 30%). Someone should go to the next UCRS meeting to keep up with changes. Concerns about layoffs and furloughs. Glenda hopeful for a flat budget. Would make up gap via program support funds and other means.
- I. Advisor Report (George): Met last week with Mark Bell. Constructive approach and good conversations to make communication more transparent and prevent confusion and mistrust. Planning townhall meetings covering specific issues (1 to 3 topics). Hoping this will solve the communication problem between advisors and leadership in the last couple of years. Next steps: topics to Bell. Minor/regional issues addressed by posting online. Biggest concern is COVID impact to ANR budget and how will impact program/activity support as well as merit/promotion. Rumors about layoffs/furlough and cut in program support. Would like more detail to prevent rumors and panic. Provide information in newsletter. Folks confused about COVID administrative leave process and criteria...see John Fox answer below. Should develop way to give permanent status to cofunded positions.
- J. Multiple Academic Titles Report (Karina): Updated committee on AAC discussions. Didn't get a strong response from the other members via survey so held a committee meeting instead. Five committee members and 4 representative academics attended. Went over purpose of AAC and purpose of committee. Will continue to add members that express interest but letting those represented know there are openings in case want to serve Tunyalee: Remove Lauren Au from membership Question about professional society meeting grants received this year. AAC requested carry over was denied. Project Board is more suitable for advisors and specialists and not for those working with administrative-heavy programs. Transferring to Interfolio not straight forward. Concern about how well the Peer Review Committee will understand limited-term and multiple academic title positions. COVID and merit and promotion expectations...will there be

adjustments? As well as budgets and budget changes impacting programs? Working with Steven for ebook multiple academic title expectations. Updated membership.

- K. Academic Coordinator Report (Andy): Met twice. Worked on academic coordinator expectations to flush out tables in ebook with examples of what academic coordinators do. Asked for members to fill vacancies and any issues related to COVID-19 and work. Nothing came up that wasn't said previously. Keeping channel with academic coordinators open and making sure our contact list is correct. Incoming chair Tunyalee with Marisa as chair elect. Andy past chair and next chair elect if no other members sign on. Working on a welcome sheet for new academic coordinators to orient to ANR resources including this committee. FAQs shared on Collaborative Tools to get new academic coordinators involved and to meet each other. ***Can we get cheat sheet into hiring packets or at academic staff orientation—bring up with John and Mark Bell. Project Board conversation over summer/early fall about how it can be used more effectively maybe with the multiple academic title members. Discuss how can the administrative roles can be better reflected in Project Board.
- L. Specialist Reports
 - ix) UC Berkeley (Ellen): Equity review of specialists. Proposed specialist at Berkeley Food Institute discussion about concerns that already voiced to ANR leadership.
 - x) UC Davis (Leslie): Graduate academic certificate in extension still moving forward. Spring cohort of 17 students are doing well. New extension projects from students finishing program now (e.g., cover crop decision support tool). Leslie cycling off and incoming representatives are Vikram Koundinya and Selena Wang.
 - xi) UC Riverside (Mark): No updates.
- M. Program Council Liaison (Georgios) No report. Tunyalee: Ask Georgios if want to continue to receive invites to meetings.

IV. Working with Staff Assembly Council

Guests Marvin Flores vice chair and Nikolai Schweitzer, chair) task force for step advancement of staff. How do we ask leadership for a new paradigm and ladder for advancement. Without, leads to talent moving on out of ANR. Following recs from ambassadors that staff assembly has cultivated. Education for continuing education reimbursement program that hand out every 6 months. New program ANR Grows dollars for staff growing at home. DEI sub workgroup diversity equity inclusion workgroup. Mission: support and advocate for staff. How to work together. Share info.be on agenda 5 to 10-minute update and see what we can collaborate on. Including DEI and staff @work survey. ***put together info about initiatives to include in the newsletter.

V. Planning for Meeting with Leadership

VI. Meeting with John Fox and Tina Jordan (11:00)

- N. Exit interviews: changes within HR staffing prevented conducting exit interviews. Moving forward with a survey. Tina Jordan will send to Katherine for AAC to review and provide input on questions; will also share numbers of people who have provided feedback. Katherine will check in about article for newsletter in a week. HR will solicit feedback for those that recently left ANR via survey but missed the exit interview. John and Tina encourage folks to contact them with feedback.
- O. Revising section 315 (advancement) with Personnel Committee: Schedule a meeting.
- P. COVID19 clarification: contact Jodi Rosenbaum, leave coordinator, to explain UC and federal options (Mary Vlandis second option).
- Q. AAC info. into academic welcome packet: Andy, Karina, Katherine will work on it.
- R. Concern about layoffs/furlough: ANR not in a similar situation as campuses and budget impacted by the state budget. Budget impacts could result in cuts to programs and not refilling positions.

- S. Who to reach out to about visa and green card questions: Tina Jordon will provide for the newsletter.
- T. ANR at Work survey: 71% started survey. Good response rates among all the different academic types.

VII. Lunch Break 12pm

VIII. Discussion with UC ANR Leadership (1-3)

- U. Systemwide policy proposals and how to provide feedback (Katherine): Conversation with robin about why that's the process and if can change. Robin still conduit to get info out about policy changed but others can put forward comments. Lagrimini: connect with Robin to better understand the process and if it can change. Robin would share information about the policy changes.
- V. Update on emeritus status (Ben): Wendy and the Marks meet to review candidates for emeritus status and pass those recommendations on to Academic Senate. They have done this in two cases so far, and the Senate has approved the recommendations. They will evaluate two more applicants this coming month and make their recommendations based on the submitted proposals.
- W. COVID communication went well in ANR building/county offices. In March, there were daily notices. The website was a good resource. The town hall meeting let us ask questions we had about the situation. Communication about COVID was onpoint and timely. Wendy will share positive feedback with the team. They are looking for ways to continue communicating well without all the time put into doing it. If you have ideas, please send to Wendy. Katherine suggests success was due to a clear need with thoughtful communication taking consideration of different individual needs and recognition of challenges with commitment to provide support that united everyone. Believe a weekly check in from Glenda would be well received.
- X. Project board not fitting needs of Multiple Academic Titles members and Academic Coordinators (Andy): Wendy: Project Board to record activities and impacts, not administrative activities and impacts. Both Marks capture their administrative impacts elsewhere. Many non-advisor academics still confused about the expectations for Project Board, given the strong messaging to academics about the importance of linking our work to ANR's strategic goals and public value statements, and the emphasis on reporting impacts not activities. Lagrimini offered to hold a webinar with Bell on Project Board for multiple academic title members and academic coordinators, including other ways to record and measure administrative impact. Andy/Tunyalee will follow up with Bell, Lagrimini, Kit Alviz, and Karina Diaz Rios to plan for this webinar.
- Y. Budget (Van: ANR will not know its budget until August. Projections for the UC system are flat. So, hopefully ANR is flat as well.
- Z. Job security especially academics with limited term/indefinite status and those with staff on their teams (Katherine): ANR is going forward with recruitments for 6 positions. 7th waiting for person retiring in June; confirmation so moving forward. Already positioned for a not so good 2021 so this has helped prepare for COVID aftermath (although not to this extent). By next meeting won't have much more info.
- AA. Meetings via Zoom: hearing about many instances of good interaction. Want to capture the lessons learned. Planning an upcoming county directors meeting with discussion of what we learned and what will use in the future. Lagrimini: Note of appreciation in newsletter

IX. VIII. Adjourn

Next Meeting:

August 4, 2020 from 9-3pm in Davis

