



Chair, Academic Council and Assembly of the Academic Senate
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MEMBERS OF THE ASSEMBLY OF THE ACADEMIC SENATE
DIVISION CHAIRS
SYSTEMWIDE COMMITTEE CHAIRS

Dear Colleagues:

The Academic Council has adopted procedures for nominating and selecting the next Vice Chair of the Academic Senate. I enclose a copy of these procedures, as well as two other documents that provide additional background information: (1) a copy of a 1996 memorandum describing the financial and released-time support that UCOP has provided to the Chair and Vice-Chair of the Senate since July 1, 1994; and (2) a list of Academic Senate Chairs since 1963, organized by the home campus of each Chair.

I ask that you distribute these documents to your Senate colleagues, both within the immediate circle of your Senate work and as broadly as possible among the faculty of your respective campuses, in order to encourage awareness of and participation in the nomination process and general knowledge of matters associated with the succession of Senate leadership. I am also posting these documents on the Academic Senate's website, at:

<http://www.universityofcalifornia.edu/senate/resources/vc.selection.10.07.pdf> .

The procedures may be summarized as follows:

- 1. Candidates may nominate themselves or be nominated by a current or past Council member.**
- 2. Candidates must submit to Senate Director María Bertero-Barceló (mbertero@ucop.edu) a one page curriculum vitae and a one-page statement of challenges and priorities for the Senate, along with a simple statement indicating a willingness to serve as Vice Chair and then Chair of the Academic Senate.**
- 3. Candidates are urged to submit their materials by January 4, 2008. Later submissions will, however, be considered up to the January 23, 2008, Academic Council meeting.**

- 4. Candidates must be able to attend the January 23, 2008, meeting of the Academic Council to make a brief presentation and participate in an interview with Council members. The Academic Council will make its selection of a nominee at its January 23rd meeting, and will forward its nomination to the Assembly for action at the Assembly's meeting on February 20, 2008.**

Please refer to the enclosed documents for more details.

Sincerely yours,



Michael T. Brown, Chair
Academic Senate

Enclosures (3):

1. Procedures for Nomination and Selection of the 2008-09 Vice Chair of the Academic Senate
2. Memorandum of Understanding *re.* Compensation Agreement for the Chair and Vice Chair of the Academic Senate/Academic Council
3. Academic Senate Chairs from 1963 through 2008/ 2009

Copy: María Bertero-Barceló, Executive Director of the Academic Senate

Procedures for Nomination and Selection of the 2008-09 Vice Chair of the Academic Senate

Approved by the Academic Council, November 30, 2005 and reaffirmed on October 25, 2006

Legislation

Bylaw 110.A.1. provides in relevant part: "The Assembly elects a Vice Chair who is a Senate member from a Division other than that of the incoming Chair, to assume office the following September. The Academic Council submits a nomination. Further nominations may be made by the Assembly members from the floor, and on written petition by twenty-five Senate members. The Vice Chair also serves as Vice Chair of the Academic Council. The following year the Vice Chair becomes Chair of the Assembly and the Academic Council. "

Approved Procedures

I

Candidates may nominate themselves. In addition, Council members or former council members desiring to nominate a candidate may do so either by contacting the candidate directly, or by contacting the Executive Director of the Senate, María Bertero-Barceló (mbertero@ucop.edu). In order to be considered, however, a candidate must personally submit a completed declaration of candidacy to the Executive Director. A completed declaration of candidacy consists of *both* a one-page curriculum vitae and a one-page statement of challenges and priorities. Candidates are urged submit their completed declarations of candidacy by January 4, 2008.

II

Completed declarations of candidacy will be e-mailed to all Council members on January 7, 2008. Later submissions will be distributed as they arrive.

III

Candidates will be invited to appear in person before the Council at its meeting on January 23, 2008. The Council will select its nominee at that meeting. The candidates will be excluded from the room during Council's discussion and voting. All votes shall be by secret ballot.

IV

If there are more than two candidates for nomination, the Council will vote successively until one candidate has received a majority of the votes cast. If no candidate receives a majority of the votes cast, the candidate with the least number of votes shall be eliminated from further voting. If there is a tie between candidates with the least number of votes, there shall be a vote of the Council as between those tied to determine which one shall be eliminated from further voting.

V.

If a candidate is a member of the Council, that candidate shall be permitted to vote by ranked ballot.

MEMORANDUM OF UNDERSTANDING *re*
COMPENSATION AGREEMENT FOR THE CHAIR
AND VICE CHAIR OF THE
ACADEMIC SENATE/ACADEMIC COUNCIL
(Last updated 11/03/03)

Effective July 1, 1994, the compensation package for the Chair and the Vice Chair of the Academic Council was modified to reflect that both positions require full-time effort for the entire two year period of service, which runs from September 1 through August 31 of an *academic* year. The following compensation model was broadly discussed and then approved on April 29, 1996 (retroactively to July 1, 1994) by the Assistant Vice President of Academic Advancement (who is over academic personnel matters), and the then-current Chair and Vice Chair.

The components of this compensation package are:

- 1) base salary conversion from an academic year appointment to a fiscal year appointment,
- 2) a stipend to compensate for the fact that additional summer compensation cannot be earned in most cases,
- 3) long term per diem for those having to relocate, and
- 4) partial replacement reimbursement to the home department.

The following narrative is intended to explain the implementation of each of these components, as well as to provide information to guide the home department in the preparation of personnel documents, as they typically will not have had similar situations with which to deal in the past.

Base Salary

Most incoming Vice Chairs are academic appointees paid on an academic year (09/12) basis; that is, they are paid an annual salary in 12 equal payments for work performed over the *academic calendar* year, which typically spans a 9 month period. Because they only have to work 9 months for that compensation, they are entitled, by academic personnel policy, to earn up to 3/9's of their annual salary in additional compensation, such as summer research. Often times the Vice Chair will have received additional compensation for summer research during the summer immediately preceding the appointment as Vice Chair, which begins September 1. When summer research is performed immediately prior to the appointment as Vice Chair, the additional compensation earned is linked to the *previous* academic year when determining the salary actions associated with the Vice Chairmanship.

Because the positions of Vice Chair and Chair are now recognized as full-time year-around appointments, the current appointment will need to be changed *if* it is an academic year (09/12) title. (If it is not, no change in base salary is required). For academic year (09/12) appointees, the home department should be advised to make the following changes to the Vice Chair's personnel records, in addition to any stipend or long-term per diem detailed below:

- 1) The regular appointment should be shown as without salary (description of service is WOS) for the period beginning July 1 of the calendar year in which he begins the Vice

Chairmanship. The end date of the WOS appointment is June 30 of the calendar year in which he ends his appointment as Chair. Although this does not coincide with the actual *work* period of September through August, these dates must be established so that the appointee is compensated for a total of 24 months as Vice Chair and Chair, as well as recognizing that the following year reverts back to 09/12, in which compensation begins July 1 for work performed again during the *academic* year (which typically begins well after Sept 1).

- 2) Add a fiscal year (11-month) appointment using title code 1059 for the same July through June two-year period. This title code entitles the incumbent to accrue 16 hours of vacation leave per month. The campus department is responsible for maintaining the appropriate record keeping. The pay rate must be converted from an academic year (09/12) to a fiscal year (11-months) by multiplying the annual salary by 1.16 and rounding the resultant rate to the nearest \$100 annually. Salaries are subject to additional annual increases for merit, range, and/or parity.

Note that each year, the System-wide Academic Council office will reimburse the home department for the difference in actual annual cost between the 9- month and 11- month rates, unless the appointee is already in an 11-month title.

Additional Stipend

The Chair and Vice Chair work periods are year-around, which means that they are not able to earn the additional 3/9's salary that they could earn as an academic year (09/12) appointees. Part of the loss in earnings capacity is recouped by converting the 09/12 to 11-month salaries, and the rest is offset by an annual stipend. The stipend is equal to 1/9th of the adjusted July 1 academic year (09/12) salary, rounded to the nearest \$100 annually, then divided by 12 and paid from July 1 through June 30, during the years which coincide with the title code 1059 appointment. The Academic Council Office reimburses the home department for the cost of the annual stipend. No stipend is payable if the appointee was already in an 11-month title.

Example: The incoming Vice Chair is a 09/12 professor, making \$91,000/yr after the July 1 merit/range adjustment. The July 1 salary is then converted to an 11/12 salary as follows:

$\$91,000 \times 1.16 = \$105,560$. $\$105,560$ rounded to the nearest \$100 = $\$105,600$. $\$105,600$ divided by 12 = $\$8800.00/\text{mo}$ (11/12 rate). The stipend will be 1/9th of $\$91,000$, rounded. $\$91,000$ divided by 9 = $\$10,111$. Rounded to the nearest \$100, the annual stipend is $\$10,100$. The monthly stipend payment during the first year of this converted appointment will be 1/12th of $\$10,100$, or $\$841.67$.

Long Term Per Diem

If the incoming Vice Chair lives outside of the Bay area and will be maintaining two residences as a result of this appointment, he is entitled to receive a long-term per diem, which is paid through the payroll system of the appointee's home campus. The Business & Finance Bulletin G-28 should be reviewed annually for the relevant rate. For payroll purposes, the long-term per diem is calculated as follow, assuming that \$81.75 is the current per diem rate: $\$81.75 \times 365$ days, divided by 12 months, then grossed up for taxes (typically 150%, but check for policy changes each year). The home department will need to put the per diem payment on the PAF (or electronic equivalent), using description of service TID. The effective date of the per diem payment must coincide with the actual period of maintaining two households -- September through August for most appointees. If, for

some reason, the intent of the per diem is to last for less than one year, it can be paid through the travel voucher system, however no gross-up for taxes is permitted. The actual cost of long-term per diem is reimbursed to the home department by the System-wide Academic Council's office.

Replacement Salary

The Academic Council's office will reimburse the home department for actual cost of salary of a temporary replacement to teach courses that would have been taught by the Chair and Vice Chair, up to the minimum of the Professor I salary scale. This reimbursement is not automatic, and requests for reimbursement must be documented by a PAF (or equivalent) showing a recent hiring date, along with information on courses to be taught by the temporary replacement.

Questions regarding the above information may be directed to Academic Senate Executive Director María Bertero-Barceló, at (510) 987-9458.

(NOTE: A copy of this memo should be given to the MSO in the home department of the incoming Vice Chair each year, as well as to the Academic Personnel Director at the home campus.)

**LIST OF ACADEMIC SENATE CHAIRS
1963-2009**

YEAR	CHAIR	CAMPUS	DISCIPLINE
1995-96	Arnold L. Leiman	Berkeley	Psychology
1991-92	Martin Trow	Berkeley	Public Policy
1986-87	Neil Smelser	Berkeley	Sociology
1982-83	Robert Connick	Berkeley	Chemistry
1979-80	Karl Pister	Berkeley	Engineering
1976-77	William Fretter	Berkeley	Physics
1973-74	Arthur Kip	Berkeley	Physics
1967-68	Robley Williams	Berkeley	Molecular Biology
1965-66	Ewald Grether	Berkeley	Business Administration
1963-64	W.R. Dennes	Berkeley	Philosophy
2006-07	John Oakley	Davis	Law
1999-00	Lawrence B. Coleman	Davis	Physics
1994-95	Daniel L. Simmons	Davis	Law
1988-89	Richard Gable	Davis	Political Science
1984-85	F. Wilson Smith	Davis	History
1971-72	Paul Zinner	Davis	Political Science
1993-94	Arnold Binder	Irvine	Social Ecology
1985-86	Marjorie Caserio	Irvine	Chemistry
1974-75	Alexei Maradudin	Irvine	Physics
2005-06	Clifford Brunk	Los Angeles	Cell & Molecular Biology
2001-02	Chand Viswanathan	Los Angeles	Electrical Engineering
1998-99	Aimeé Dorr	Los Angeles	Education
1987-88	Murray Schwartz	Los Angeles	Law
1983-84	Ralph Turner	Los Angeles	Sociology
1980-81	Benjamin Aaron	Los Angeles	Law
1977-78	John Galbraith	Los Angeles	History
1975-76	David Wilson	Los Angeles	Political Science
1970-71	A. Mueller	Los Angeles	Law Angeles
1966-67	William S. Adams	Los Angeles	Medicine
1964-65	Angus Taylor	Los Angeles	Mathematics
1990-91	Carlton Bovell	Riverside	Microbiology
1981-82	Oliver Johnson	Riverside	Philosophy
1972-73	Sally Sperling	Riverside	Psychology
1968-69	Randolph Wedding	Riverside	Biochemistry
1989-90	Fred Spiess	San Diego	Oceanography
1978-79	William Frazer	San Diego	Physics
2008-09	Mary Croughan	San Francisco	Ob/Gyn Women's Hlth Clin Res
2003-04	Lawrence Pitts	San Francisco	Neurosurgerv
1997-98	Sandra J. Weiss	San Francisco	Biological Psychology, Nursing
1969-70	Francis Sooy	San Francisco	Otolaryngology
2007-08	Michael T. Brown	Santa Barbara	Counseling, Clinical, Schl Psychology
2002-03	Gayle Binion	Santa Barbara	Political Science
1996-97	Duncan A. Mellichamp	Santa Barbara	Chemical Engineering
1992-93	W. Elliot Brownlee	Santa Barbara	History
2004-05	George Blumenthal	Santa Cruz	Astronomy and Astrophysics
2000-01	Michael Cowan	Santa Cruz	American Studies & Literature

**LIST OF ACADEMIC SENATE CHAIRS
1963-2009**

Academic Council/Senate Chair Origins

SENATE CHAIRS

Campus	1995/96 - 2008/09	1963/64 - 1995/96
UCB	1	9
UCD	2	4
UCI	0	3
UCLA	3	9
UCM	0 (Became a Division 07/05)	n/a
UCR	0	4
UCSB	3	1
UCSC	2	0
UCSD	0	2
UCSF	3	1