

**COMMITTEE ON COMMITTEES
ANNUAL REPORT
2019-2020**

To the Irvine Divisional Senate Assembly:

The Committee on Committees (COC) respectfully submits its report of activities for the 2019-20 academic year.

COMMITTEE OPERATIONS

COC is charged with nominating members for election to elected committees and offices, and appointing members of other standing and special committees of the Division.

Professors Carole Uhlener, Social Sciences, and Rahul Warrior, Biological Sciences, co-chaired the Committee in 2019-20 and served as the representatives to the University Committee on Committees. Professor Uhlener served as Chair and UCOC representative in Fall 2019, and Professor Warrior served in Winter and Spring 2020.

COC met 8 times in person during the academic year and 3 times via Zoom, in addition, conducted substantial business via e-mail correspondence. COC activities included the following:

I. Committee Interest Survey

COC conducted its annual Committee Interest Survey of the Senate faculty and compiled the results for use in identifying candidates for elected and appointed committees. The survey is available on the Academic Senate website for faculty members to indicate their interest in serving in the Senate. During the time when the survey was open, 313 faculty members, representing 15% of the faculty, including emeriti, completed the survey.

During the 2019-20 year, changes were made to the Committee Interest Survey to potentially increase the response rate. These changes included auto-populating the survey with the faculty responses from the prior year; informing members that the survey would be open for the entire year, but specifying a preferred response deadline; and clarifying to faculty that they should submit their responses annually since service opportunities change yearly. The survey also encouraged faculty to check their service history and send any inaccuracies to the Senate email for updating. While the changes did result in a 6% increase in participation from the previous year, the Committee will continue to re-think ways to further increase participation in the survey.

II. Elected Positions

Members recruited candidates who agreed to be nominated for the 12 openings on the 2020-21 election slate.

III. Appointed Positions

Members filled 61 out of 61 vacancies on appointed committees for academic year 2020-21.

IV. Current Vacancies

COC filled 33 vacancies created when committee members vacated their terms early or went on leave during 2019-20. COC filled 21 vacancies for members who informed the Senate they would be resigning or going on leave during 2020-21.

V. Reserve Council on Academic Personnel

Based on the schools of the former and current CAP members scheduled for review this academic year, COC members approved five faculty for appointment to the Reserve Council on Academic Personnel. Since it has been agreed upon that it is appropriate for COC to know only the name of the school of the former or current CAP member scheduled for review, COC leaves it to the CAP Analyst to contact the appropriate approved appointee, establish availability, and avoid any potential conflicts.

In order to increase the diversity of the pool, the 2019-2020 CAP proposed that the pool of people eligible for Reserve CAP be expanded. After discussion between the committees, COC agreed to extend eligibility to former CAP members as soon as they leave the committee. Current members were given the option of being reviewed by a Reserve CAP constituted under the former rules.

VI. Nomination Requests from the Systemwide Academic Senate

COC was asked to nominate Academic Senate members for 20 Systemwide Academic Senate Committees. The requests usually come from the University Committee on Committees, and the Systemwide Senate Chair,

- A. Systemwide Library and Scholarly Information Advisory Committee (SLASIAC) (9/20/2019)
- B. Systemwide Task Force on Online Undergraduate Degrees (10/22/2019)
- C. Systemwide Extending Diversity Task Force (11/19/2019)
- D. UCDC Academic Advisory Committee (11/25/2019)
- E. Oliver Johnson Award (12/10/2019)
- F. Editorial Committee - Economics (1/7/2020)
- G. Editorial Committee - Information Studies (1/7/2020)
- H. Editorial Committee - Latin American History (1/7/2020)
- I. Editorial Committee - Middle Eastern Studies (1/7/2020)
- J. UC Global Climate Leadership Council (GCLC) (1/22/2020)
- K. California Air Resources Board's Scientific Review Panel on Toxic Air Contaminants (CARB SRP) – Epidemiology (3/10/2020)
- L. California Air Resources Board's Scientific Review Panel on Toxic Air Contaminants (CARB SRP) – Occupational Medicine (3/10/2020)
- M. California Air Resources Board's Scientific Review Panel on Toxic Air Contaminants (CARB SRP) – Toxicology (3/10/2020)
- N. University Committee on Rules & Jurisdiction (UCRJ) Ex-Officio (4/27/2020)
- O. Shared Library Facilities Board (SLFB) (5/1/2020)
- P. Systemwide Library and Scholarly Information Advisory Committee (SLASIAC) (2nd request) (5/1/2020)
- Q. Climate Crisis Task Force (CCTF) (5/14/2020)
- R. Native American Graves Protection and Repatriation Act (NAGPRA) Committee (1 Systemwide Committee and 6 Campus Committees) (6/29/2020)
- S. University Committee on Planning and Budget's Task Force on Agriculture and Natural Resources (TF-ANR) (7/14/2020)
- T. UC Standardized Admissions Test - Feasibility Study Work Group (8/21/2020)

VII. Nomination Requests from the Irvine Division

COC was asked to nominate Academic Senate members for 14 Irvine Division Committees (these do not include the standing Divisional Academic Senate Committees). These requests generally come from the campus administration and the Irvine Division Chair.

- A. UCI Public Safety Committee (9/10/2019)

- B. Student Fee Advisory Committee (9/12/2019)
- C. Peer Review Committee (9/18/2019)
- D. Ad Hoc Review Committee for Administrative Review of Dean for DUE and VPTL (9/19/2019)
- E. UC President Search Academic Advisory Committee (10/7/2019)
- F. Peer Review Committee (2nd request - for additional members) (12/16/2019)
- G. UC Retirement System (UCRS) Advisory Board (1/17/2020)
- H. Stewardship Review of the UC Irvine Chancellor (2/6/2020)
- I. Ad Hoc Review Committee for the Administrative Review of Dean of the ICS (5/29/2020)
- J. School of Engineering Dean Advisory Search Committee (5/29/2020)
- K. Unit 18 Review Committee (7/17/2020)
- L. Ad Hoc Review Committee for the Administrative Review of Dean of the Arts (7/17/2020)
- M. Provost Search Committee (8/10/2020)
- N. School of Social Ecology Dean Advisory Search Committee (8/26/2020)

VIII. Timing of Nomination Requests

During the 2019-20 academic year, COC was asked to nominate Academic Senate members for 34 review, search and other committees (see VI and VII above for a detailed list of the requests). These requests came from several sources, including the campus administration, the Systemwide Academic Senate, and the Systemwide administration. However, these requests often arrive unpredictably with short time horizons. The first six requests of the year required COC to generate and consider nominations prior to its first meeting of the year, with five of those six requests coming before the beginning of fall term, a difficult task especially for new members. When requests require responses before COC has the opportunity to meet in person, the Committee cannot conduct a proper discussion of the nominees, and is thus constrained in trying to effectively complete their duties. In response, COC requested that the administration send these nomination requests, when foreseeable and feasible, during the spring quarter. More generally, COC asked that it be given more advance notice for those requests that are predictable. Additionally, COC has also asked UCOC to provide more consistent feedback as to the outcome of the requests.

IX. Standing COC Meeting Schedule

COC is one of the few Senate Committees that does not have a set meeting schedule; instead, meetings are scheduled based on member availability. The COC analyst and Chair spend an inordinate amount of time setting the COC meeting schedule to ensure that quorum is met and all members are available to attend meetings. A defined schedule frees up time to be spent on substantive COC business and facilitates members' ability to plan their commitments. Chair Uhlaner therefore proposed COC have a set standing meeting schedule for future years. Continuing COC members decided on select Mondays from 10-12 as a consensus meeting time starting with the 2020-21 academic year.

X. Plan to Enhance Diversity in Senate Service

Senate Chair Steintrager requested that COC consider steps to enhance diversity in Senate service on campus. At its May 8, 2020 meeting, COC discussed the request and compiled a list of potential actions that could be taken to enhance diversity in Senate service. These recommendations were forwarded to the Senate Chair for discussion with the Senate Cabinet. The Committee on Committees is awaiting a response from the Senate Chair.

The Committee highlighted the fact that the limited diversity in the membership of the Academic Senate makes it difficult to achieve diversity in Senate service, since the pool of potential candidates lacks diversity. However, providing COC with more precise demographic data on the

Academic Senate membership could help COC in matching candidates and committees in a diverse and balanced manner. COC understands that privacy concerns may complicate this request; however, any additional information would help address the issue in question.

Another challenge COC noted was the difficulty in recruiting members for service due to faculty declining the opportunity to serve. Many of these faculty members from under-represented groups are overburdened with other responsibilities, and/or their Schools do not properly recognize and reward Senate service. COC asked that Senate Leadership reiterate to the Schools the importance of Senate service by making annual visits to the Schools, holding an annual event targeted at newly tenured faculty, and asking the Council on Academic Personnel to make a more definitive statement on the importance of Senate service in merit reviews.

Lastly, COC identified some organizational efficiencies that could be taken to help COC members in their charge to identify diverse members to serve on the Senate. Due to the workload of COC being skewed in the Fall, time constraints exist to recruit appropriate candidates for positions. Senate Leadership should consider reconfiguring the COC timelines, and discuss with Administration the timing of requests. In addition, when recruiting members, COC members should pro-actively seek input from school equity advisors to identify diverse faculty who can serve. Lastly, COC members should be routinely provided with information available about the extent of diversity among continuing members before they are tasked with recruiting new representatives from their Schools.

XI. Committee Membership

Senate Members (voting):

Carole Uhlaner, Social Sciences, Fall 2019 Chair & UCOC Representative
Rahul Warrior, Biological Sciences, Winter and Spring 2020 Chair & UCOC Representative
Lonnie Alcaraz, Arts
Mary Gilly, Business (Fall 2019)
Lu Zheng, Business (Winter and Spring 2020)
Lindsey Richland, Education
Nancy Da Silva, Engineering
Lisa Grant Ludwig, Health Sciences
Rebeca Helfer, Humanities
Elaheh Bozorgzadeh, ICS
Dan Burk, Law
Anne Calof, Medicine – basic science
Charles Limoli, Medicine – clinical science
Jonathan Feng, Physical Sciences
George Tita, Social Ecology
Francesca Polletta, Social Sciences (Winter 2020)

Ex Officio (non-voting):

James Steintrager, Chair, Academic Senate

Committee Analysts:

Christine Aguilar, COC Analyst
Gina Anzivino, Assistant Director
Kate Brigman, Executive Director