



Service Level Agreement

Academic Senate

Jul 2016 – Jun 2017

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1.0 EXECUTIVE SUMMARY

[This section will be used as a high-level introduction of the unit – limit to 1 page]

The Academic Senate provides the organizational framework that enables the faculty to exercise its right to participate in the University's governance. The Academic Senate is the voice of the faculty in the University of California. It represents the Faculty in the "shared governance" of UC. This responsibility is delegated by the Regents and shared with the University administration, both at the campus level and systemwide. The University of California Academic Senate is one of the most highly developed and influential faculty governments in any university. It is the one organization through which the faculty, as a whole or on any of the campuses, can express its views on an issue. The senate guides the university's educational course and is responsible for:

- Determining academic policy.
- Setting conditions for admission and granting of degrees.
- Authorizing and supervising curricula and courses.
- Advising on faculty appointments, promotions and budgets.
- The senate works in concert with the university administration, which is responsible for the finances and organization of the institution. These roles overlap and are frequently interdependent.

The Academic Senate was established upon the creation of the university to create a model where faculty were both managers and teachers within the institution. The regents have reaffirmed and strengthened the decisive role of the senate in both the daily management and long-term planning of the institution. The senate has a dual role of authority in the educational aspects of the university and advice to the administrators in the overall operation of the university.

2.0 SERVICE LINE SUMMARY

[This section will be used to list the various service lines or functions of the unit with tables below the summary for details on each service]

In consideration of the activities undertaken by, and as, Academic Senate Administration, service is a misnomer in the sense suggested by this form as we do not provide any service to customers in exchange for payment. However, in terms of the service pillar of the University structure of teaching, research and service, the Senate is an essential center of activity and influence.

Service Line Summary				
Service	Level of Service			Page #
	Core Service	Premium Service	Recharge Service	
Unit Services				
Academic Senate Administration	√			3

3.0 GENERAL SERVICE OVERVIEW

[This section will be used to provide an overview of the statistics relevant to the unit – bullet format. Statistics and facts need to be relevant to business operations. For example, it’s relevant to know that physical plant maintains x million square feet, as this affects service]

- 935 Senate members are represented by the Senate
- Support to 7 Executive committees
- 3 Division Meetings
- Support to 27 standing committees
 - Examples of annual committee support activities and results¹:
 - 10 – 14 External and Internal Graduate and Undergraduate Program Reviews
 - Disciplinary Hearings (as needed)
 - 180 committee meetings
 - 385 issue responses and reports/regulation and bylaw modifications
 - 325 Ladder rank Academic Personnel files analyzed
 - 350 faculty Senate grants processed
 - Up to 9 faculty & student Senate awards processed (e.g. Distinguished Teaching, Distinguished Campus Service, Faculty Research Lecturer)
 - 100 new course approvals
 - 490 course changes
 - 157 Associate-In requests
- 12-15 meetings at Systemwide Senate (UCOP)
- 2,148 sq. ft. is maintained by the unit

4.0 SERVICE LINE DETAIL

[This section will be used to provide details on each service – start each service on the top of a page]

In consideration of the activities undertaken by, and as, Academic Senate Administration, service is a misnomer in the sense suggested by this form as we do not provide any service to customers in exchange for payment. However, in terms of the service pillar of the University structure of teaching, research and service, the Senate is an essential center of activity and influence.

Name of Service:	Academic Senate Administration
Brief Description of Service:	The Academic Senate provides the organizational framework that enables the faculty to exercise its right to participate in the University's governance.
Customers Eligible to Request Service:	Primarily, members of the Senate Division and (as needed) other members of the campus community.
Web Address	senate.ucr.edu

¹ Average approximate numbers per year.

Service Level Agreement
Specifics:

- Provide support, guidance, and administrative framework to Senate arm of UCR's shared governance structure to the following committees:
 - **Standing Committees:**
 - Academic Freedom
 - Academic Personnel
 - Charges
 - Committees
 - Courses
 - Distinguished Campus Service
 - Distinguished Teaching
 - Diversity and Equal Opportunity
 - Educational Policy
 - Executive Council
 - Faculty Research Lecturer
 - Faculty Welfare
 - Graduate Council
 - Grievance Consultation Panel
 - International Education
 - Library and Information Technology
 - Memorial Resolutions
 - Physical Resources Planning
 - Planning and Budget
 - Preparatory Education
 - Privilege and Tenure
 - Research
 - Rules and Jurisdiction
 - Scholarships and Honors
 - Undergraduate Admissions
 - University Extension
 - **Ad Hoc Committees:**
 - Ad Hoc Committees of the Academic Senate are created for very specific tasks, rather than the general and overarching tasks other committees oversee. They generally exist for a short amount of time, until their task is dealt with.
 - **Executive Committees:**
 - Executive Committee - College of Engineering

	<ul style="list-style-type: none"> ▪ Executive Committee - College of Humanities, Arts and Social Sciences ▪ Executive Committee - College of Natural and Agricultural Sciences ▪ Executive Committee - Graduate School of Education ▪ Executive Committee - School of Business Administration ▪ Executive Committee - School of Medicine ▪ Executive Committee - School of Public Policy
Recharge Services	N/A
Premium Services	N/A