

UC Davis Administrative Plan



October 2006

The basic responsibility for the administrative functions of the University of California, Davis, lies with the following positions:

- The **Chancellor** is the person ultimately responsible for all functions of the campus community.
- The **Provost and Executive Vice Chancellor** serves both as the administrator responsible for coordination of all operational programs of the campus and as chief academic officer for the campus, and in the absence of the Chancellor, acts for the Chancellor in all matters.
- A **vice chancellor** or the **graduate dean** acts for the Chancellor for campuswide administrative functions, administers certain units, and has coordinating responsibility for cross-functional groups.
- A **vice provost** acts for the Provost in carrying out campuswide academic administrative responsibilities, administers certain units, and has coordinating responsibility for cross-functional groups.
- A **dean** has academic and administrative responsibility for functions within the college or school and coordinating and administrative responsibility for inter-college/school units delegated to a particular dean for administration such as campuswide divisions, extended learning, research centers, and institutes.
- The department is the fundamental administrative unit at UC Davis since it organizes the resources that support teaching, research, and public service. The **department chair** provides the leadership and is responsible for the activities of the department through the dean.

Decentralization of decision-making and involvement of those affected by the decision are major elements of the administrative plan for UC Davis. The operational concept for UC Davis provides a management system to produce conditions where people, ideas, and resources can be brought together for optimum effectiveness and growth. This is accomplished by:

- Decentralizing decision making to the appropriate level and place on the campus, but with full knowledge of the level where the responsibility lies.
- Involving as many concerned individuals as possible in policy making, planning, and determining goals, following the UC Davis tradition of student, faculty, and staff involvement in campus matters.
- Instituting administrative procedures that permit and promote development of viable plans for change and the full realization of these plans.

The administrators responsible for implementing these approaches and their areas of responsibility are:

Chancellor/Vice Chancellors/Graduate Dean/Vice Provosts

- **Larry N. Vanderhoef, Chancellor** and Professor of Plant Biology, Ph.D. in plant biochemistry and physiology from Purdue University in 1969, came to UC Davis from the University of Maryland in 1984 as Executive Vice Chancellor and Professor of Botany. He also served as Acting Vice Chancellor—Academic Affairs in 1987-88 and Acting Vice Chancellor—Research in 1989-90, and the title of Provost was added to his position in 1991. He was appointed Acting Chancellor in March 1994 and Chancellor in April 1994. As Chancellor, he has overall responsibility for the leadership, management, and administration of UC Davis.
- **Virginia S. Hinshaw, Provost and Executive Vice Chancellor**, Professor of Internal Medicine and Professor of Veterinary Pathology, Microbiology, and Immunology, Ph.D. in microbiology from Auburn University in 1972, came to UC Davis in July 2001 from the University of Wisconsin, Madison, as Provost and Executive Vice Chancellor and Professor. As Executive Vice Chancellor, she shares with the Chancellor the overall coordination of campus administration with emphasis on day-to-day operations, supervision of budget preparation, allocation of funds, policy development, health sciences administration, and physical planning, including the long range development plan, and serves as the Governing Body of the UC Davis Medical Center, Sacramento. As Provost, she is the chief academic officer for the campus and is responsible for academic planning, academic and administrative computing, academic programs, academic personnel administration, diversity, libraries, outreach programs, international programs, Summer Sessions, University Extension, and several academic support programs, and for liaison with the Academic Senate and Academic Federation. The Provost and Executive Vice Chancellor also serves as the UC Davis affirmative action officer.

- **Stan Nosek, Vice Chancellor—Administration**, M.S. in higher education and counseling from the State University of New York, Albany, in 1970, came to UC Davis in 1976 and was appointed Vice Chancellor in February 2003. He is responsible for financial control and accountability of campus funds from all sources. He provides leadership and management oversight for the general campus administrative and service functions of: accounting and financial services; agricultural services; human resources and benefits administration; staff affirmative action; liaison with UCD Staff Assembly; materiel management; R4 recycling; mediation services; insurance and risk management programs; reprographics; transportation and parking services; campus events and visitor services; management consulting and organizational development; campus safety programs such as environmental health and safety; fire prevention and suppression services; emergency management planning; violence prevention program, and University police. He has responsibility for the design and construction management related to the capital program and for maintaining and operating the campus facility and utility infrastructure, which includes building and grounds maintenance, custodial services, purchased utilities, campus landfill, and water treatment facilities. He also serves as the campus Institutional Official responsible for overseeing the Animal Care and Use Program.
- **Barry M. Klein, Vice Chancellor—Research** and Professor of Physics, Ph.D. in physics from New York University in 1969, came to UC Davis in 1992 from the Naval Research Laboratory, Washington, D.C., as Chair and Professor of Physics, served as Vice Provost—Academic Personnel from 1998-2001, and was appointed Vice Chancellor in July 2001. He is responsible for research and scholarly development and support, technology transfer and intellectual property matters, management or oversight of selected research-related programs and facilities, fiscal and administrative responsibility for organized research units and projects, facilitation of economic development through research, review and approval of use of human subject protocols, and conflict of interest disclosures.
- **John A. Meyer, Vice Chancellor—Resource Management and Planning**, M.P.A. in public administration from the University of Southern California in 1985, came to UC Davis in July 2000 as Vice Chancellor. He is responsible for budget resource management; capital and environmental resource management; real estate services; campus planning, including the long range development plan; and internal audit services.
- **Judy K. Sakaki, Vice Chancellor—Student Affairs**, Ph.D. in education from UC Berkeley in 1991, came to UC Davis as Vice Chancellor in July 2002 from California State University, Fresno, where she was Vice President for Student Affairs and Dean of Students. She is responsible for support services that enhance the success of prospective, new, transfer, and continuing students. Functions include enrollment services (admissions and academic preparation, orientation, registration, financial aid); advising and academic support services; student wellness (student health, counseling, and recreation); intercollegiate athletics; student housing; and student and campus life. She is also responsible for liaison with student governments and organizations.
- **Beverly “Babs” Sandeen, Vice Chancellor—University Relations**, Ph.D. in social ecology from UC Irvine, came to UC Davis in 2002 from UC Irvine where she was Executive Director of the alumni association. She served as Executive Director of the Cal Aggie Alumni Association until 2005, then served as Interim Vice Chancellor prior to her appointment as Vice Chancellor in 2006. She is responsible for alumni relations, fund raising, government and community relations, university communications, including media relations, and public ceremonies and special institutional events.
- **Claire Pomeroy, Vice Chancellor—Human Health Sciences and Dean—School of Medicine**, M.D. from University of Michigan in 1979, M.B.A. from University of Kentucky in 2000, came to UC Davis from University of Kentucky where she was Associate Dean for Research and Informatics in January 2003. She served as Executive Associate Dean until January 2005. She is responsible for overseeing the UC Davis Health System, including the School of Medicine, Hospital and Clinics, and the faculty physician practice group.
- **Jeffery C. Gibeling, Dean—Graduate Studies** and Professor of Chemical Engineering and Materials Science, Ph.D. in materials science and engineering from Stanford University in 1979, came to UC Davis from Stanford University in July 1984 as Assistant Professor of Mechanical Engineering. He served as Executive Associate Dean—Graduate Studies January 1996-June 1998 and as Chair of the Davis Division of the Academic Senate September 1999-July 2002, and was appointed Dean in August 2002. He is responsible for maintaining and enhancing the quality of graduate education by reviewing graduate programs and overseeing graduate student recruitment, admissions, enrollment, retention, graduation, and placement; and providing funds for graduate student support and assisting programs in their efforts to secure extramural graduate fellowships and training grants. He is also in charge of postdoctoral matters, as well as interdisciplinary and interdepartmental graduate groups.

- **Barbara Horwitz, Vice Provost—Academic Personnel** and Professor of Physiology, Ph.D. in physiology from Emory University in 1966, came to UC Davis in 1967 as Assistant Research Physiologist, and was appointed Assistant Professor in 1972. She served as Chair of the Department of Animal Physiology from 1991-93, Chair of the Section of Neurobiology, Physiology, and Behavior from 1993-98, and was appointed Vice Provost—Academic Personnel in July 2001. She is responsible for academic personnel policy for faculty and non-Senate academic employees, administration of the faculty code of conduct and academic grievance procedures, affirmative action/equal employment opportunities for all academic employee groups, overseeing the Partner Opportunity Program, liaison with the Academic Senate and Academic Federation, administration of the faculty work/life program, and development and administration of programs for faculty/academic development.
- **Peter Siegel, Vice Provost—Information and Educational Technology and Chief Information Officer**, M.A. in Linguistics from Cornell University, came to UC Davis in 2006 as Vice Provost and Chief Information Officer from the University of Illinois at Urbana-Champaign where he was Chief Information Officer. He is responsible for providing leadership to plan and assure the effective and strategic use of information and educational technology on the campus. He oversees the delivery of information technology services, including telecommunications, computing services, and instructional technology and digital media services.
- **Patricia A. Turner, Vice Provost—Undergraduate Studies**, Professor of African American and African Studies, and Professor of American Studies, Ph.D. in rhetoric from UC Berkeley in 1985, came to UC Davis from the University of Massachusetts, Boston, in 1990, served as Director of American Studies in 1996-97 and Director of African American and African Studies from 1997-99, and was appointed Vice Provost—Undergraduate Studies in October 1999. She served as Interim Dean of the Division of Humanities, Arts, and Cultural Studies in the College of Letters and Science from 2004-06 before returning to her position as Vice Provost. She is responsible for leadership in sustaining and improving the quality of undergraduate education, administration of instructional support resources and allocation of temporary teaching resources, and line responsibility for operation of several campuswide instructional support departments. She also serves as the accreditation liaison officer to the Western Association of Schools and Colleges.
- **William B. Lacy, Vice Provost—University Outreach and International Programs** and Professor of Sociology in the Department of Human and Community Development, Ph.D. in sociology/social psychology from the University of Michigan in 1975, came to UC Davis from Cornell University in August 1999 as Vice Provost and Professor of Sociology. He is responsible for leadership and coordination in the development, encouragement, and implementation of outreach activities and educational programs, including University Extension and campus initiatives involving government, business, and communities in addressing societal needs, and for leadership in the coordination of campus international initiatives, including the establishment and operation of a campuswide office of international programs.

Deans of Colleges, Schools, Divisions/ Director of UC Davis Medical Center/University Librarian

- **Neal K. Van Alfen, Dean of the College of Agricultural and Environmental Sciences**, Associate Director of the Agricultural Experiment Station, and Professor of Plant Pathology, Ph.D. in plant pathology from UC Davis in 1972, came to UC Davis in 1999 from Texas A&M University as Dean and Professor.
- **Enrique J. Lavernia, Dean of the College of Engineering** and Professor of Chemical Engineering and Materials Science, Ph.D. in materials engineering from the Massachusetts Institute of Technology in 1986, came to UC Davis from UC Irvine in September 2002 as Dean and Professor.
- **Jessie Ann Owens, Dean of the Division of Humanities, Arts, and Cultural Studies, College of Letters and Science**, Ph.D. in musicology from Princeton University, came to UC Davis in July 2006 from Brandeis University where she served as Louis, Frances and Jeffrey Sachar Professor of Music and former Dean of Arts and Sciences.
- **Winston T. Ko, Dean of the Division of Mathematical and Physical Sciences, College of Letters and Science**, and Professor of Physics, Ph.D. in physics from University of Pennsylvania in 1971, came to UC Davis as Assistant Research Physicist and Lecturer in 1970, joined the faculty in 1972, served as Assistant Vice Provost—Academic Planning and Personnel during 1997-98, served as Chair of the Department of Physics from 1998-2003, and was appointed Dean in July 2003.

- **Steven M. Sheffrin, Dean of the Division of Social Sciences, College of Letters and Science**, and Professor of Economics, Ph.D. in economics from the Massachusetts Institute of Technology in 1976, came to UC Davis as Assistant Professor of Economics in 1976; served as Acting Chair of the Department of Economics from 1983-84, Chair of the Department of Economics from 1984-90, and Acting Director of the Institute of Governmental Affairs in 1997-98; and was appointed Dean in July 1998.
- **Kenneth C. Burtis, Dean, College of Biological Sciences** and Professor of Genetics, Ph.D. in Biochemistry from Stanford University in 1985, came to UC Davis in 1988 as an Assistant Professor of Genetics, served as chair of the Genetics Graduate Group, Vice Chair of the Section of Molecular and Cellular Biology, Associate Director of the UC Davis Genome Center, Associate Dean in the Division of Biological Sciences, and Interim Dean before he was appointed Dean in July 2006.
- **Nicole Woolsey Biggart, Dean of the Graduate School of Management** and Professor of Management, Ph.D. in sociology from UC Berkeley in 1981, came to UC Davis in 1981 as Assistant Professor of Administration and Sociology, was awarded the Jerome J. and Elsie Suran Chair in Technology Management, and was appointed Dean in July 2003.
- **Harold G. Levine, Dean of the School of Education** and Professor, Ph.D. in anthropology from the University of Pennsylvania in 1977, came to UC Davis in August 2001 from UC Los Angeles as founding Dean of the School of Education and Professor.
- **Rex R. Perschbacher, Dean of the School of Law** and Professor of Law, J.D. from UC Berkeley in 1972, came to UC Davis in 1981 from the University of San Diego as Acting Professor of Law, served as Associate Dean—Academic Affairs and Research in the School of Law from 1993-98, and was appointed Dean in July 1998.
- **Bennie I. Osburn, Dean of the School of Veterinary Medicine** and Professor of Veterinary Pathology, D.V.M. from Kansas State University in 1961, Ph.D. in comparative pathology from UC Davis in 1965, came to UC Davis as Associate Professor of Veterinary Pathology in 1970 from Oklahoma State University and Johns Hopkins University School of Medicine, served as Associate Dean—Research and Graduate Education Programs in the School of Veterinary Medicine in 1975-1996 and Acting Director of the Veterinary Medicine Teaching and Research Center in Tulare in 1988-1992, and was appointed Dean in September 1996.
- **Dennis F. Pendleton, Dean of University Extension**, Ph.D. in regional resource planning, came to UC Davis in 1981 as Visiting Assistant Professor and was appointed Continuing Education Specialist in 1982, and Dean of University Extension in January 2001.
- **Ann Madden Rice, Chief Executive Officer of the UC Davis Medical Center**, B.S. in industrial administration in 1979 from Iowa State University and M.S. in accounting in 1983 from the University of Iowa, came to UC Davis in October 2006 from the University of Iowa Hospital and Clinics, where she was Chief Operating Officer.
- **Marilyn J. Sharrow, University Librarian**, B.S. in design in 1967 and M.A. in library science in 1969 from University of Michigan, Ann Arbor, came to UC Davis as University Librarian in August 1985 from the University of Toronto, Canada, where she was Chief Librarian.

Affirmative action and **cultural diversity** are important and inherent parts of the administrative plan. Each organizational unit has the responsibility for the day-to-day implementation of the process related to developing an environment that is supportive of the rich mix of groups that constitute the UC Davis community. The ultimate responsibility resides with the Provost and Executive Vice Chancellor, as UCD affirmative action officer. Other administrative officers who share responsibility for these programs are **Barbara Horwitz, Vice Provost—Academic Personnel**, and **Dennis W. Shimek, Senior Associate Vice Chancellor—Human Resources**, who are deputy affirmative action officers for academic and for staff programs. **Rahim Reed, Associate Executive Vice Chancellor—Campus Community Relations**, serves as the primary advisor to the administrative leadership of the campus on matters of diversity and campus community.

Another important feature of the administrative plan is the shared responsibility for **University Relations**. Colleges and schools have alumni, development, and communications functions to meet these responsibilities. The following administrative officers, who report to the Vice Chancellor—University Relations, assist members of the campus community and help coordinate college/school efforts: **Jennifer A. Barber, Interim Assistant Vice Chancellor—Alumni Relations**, is responsible for programs and services for alumni; **Cheryl Brown Lohsé, Associate Vice**

Chancellor—Development, is responsible for fund raising in support of institutional priorities and academic programs; **Lisa Lapin, Assistant Vice Chancellor—University Communications**, is responsible for media relations, print communications, and broadcast web efforts; **Marjorie M. Dickinson, Assistant Vice Chancellor—Government and Community Relations**, is responsible for local, state, and federal governmental and community programs of the campus; **Isabella M. Corbin, Executive Director—Finance, Information Management, and Administrative Services**, is responsible for advancement services, gift processing, and ceremonies and special events.

The Senior Staff of the Offices of the Chancellor and Provost provide executive support to the Chancellor and Provost and Executive Vice Chancellor in carrying out their responsibilities. They include **Steven A. Drown, Campus Counsel; Leslye J. Hays, Executive Officer; Robert J. Loessberg-Zahl, Assistant Executive Vice Chancellor; Sally P. Springer, Associate Chancellor; Maril Revette Stratton, Assistant Chancellor. Don Roth** serves as **Executive Director, Mondavi Center for the Performing Arts.**