March 26, 2018

Farrell Ackerman
Chair, Academic Senate

SUBJECT: Proposal to Grant Academic Unit Status to Halicioğlu Data Science Institute (HDSI)

Data Science has the power to realize next-generation scholarship at UC San Diego by enabling new modes of thinking, learning, and collaborating. It is truly pervasive, impacting and connecting the research and education missions of General Campus, Health Sciences, and the Scripps Institution of Oceanography.

The Halicioğlu Data Science Institute (HDSI) has been created to promote a unified campus-wide conversation transcending disciplinary boundaries and spanning both teaching and research. HDSI is tasked with building a number of interdisciplinary Data Science programs and enabling a host of others throughout our campus. It represents a new model for an academic unit that has the potential of becoming a template for further innovation. To that end, we propose the following organization for HDSI that accords with the APM, and applicable Academic Senate regulations, including Bylaw 55 on “Departmental Voting Rights” delegated by Regents Standing Order 105. It also accords with the UC Compendium, which defines an academic unit as any organizational unit into which Senate faculty are appointed, and which grants the Senate concurrent approval authority with the Chancellor for academic units (i.e. the approval of both is required). The UC San Diego Administration-Senate MOU of July 5, 2016 specifies that academic appointments conferring Senate membership must be housed in permanent units and must safeguard the peer review process and voting rights of the faculty.

HDSI is endowed as a permanent structure and its faculty oversight and governance structures are designed to replicate those of an academic unit. HDSI will have ten (10) endowed professors; these professorships will be awarded, via the usual procedures for such appointments, to existing or newly hired faculty who will further the goals of the institute.

To address all of these considerations, we propose the following definitions and functions concerning the organization and operation of HDSI:

Oversight Committee

- An HDSI Oversight Committee will determine the institute’s priorities and strategic direction and will provide guidance to and approve recommendations (including those related to the HDSI budget) proposed by the institute’s leadership. The Oversight Committee will be chaired by the Chancellor
with the Executive Vice Chancellor serving as Vice Chair. Additional members from the Chancellor’s Cabinet will be invited to join the HDSI Oversight Committee as needed.

**Director (or co-Directors)**

- The HDSI Director(s) will be appointed by the Chancellor following UC San Diego procedures for administrative appointments. The HDSI Director(s) reports to the HDSI Oversight Committee.

- The HDSI Director(s) will function as the equivalent of a Department Chair, assuming all of the typical responsibilities of a Chair with respect to the operation of the academic unit. These include developing and overseeing the budget, supervising staff, fulfilling reporting requirements for the institute, handling communications and development activities, and ensuring HDSI’s compliance with campus and system-wide policies. The HDSI Director(s) will chair the Faculty Council.

**Faculty Council**

- The HDSI is establishing a Faculty Council, both using FTEs provided to the Institute and drawing on existing UC San Diego faculty members who have the expertise and motivation to contribute to the Institute’s mission.

- The HDSI Faculty Council will constitute the Senate faculty voting body for the HDSI that ensures conformity with Bylaw 55.

- The HDSI Faculty Council will consist of sufficient faculty to ensure a minimum of ten (10) Senate faculty members are eligible to vote on academic files. The HDSI Faculty Council will perform the functions normally performed by departmental faculty in regards to appointments, curriculum, program reviews and other academic processes/matters requiring faculty oversight.

- Appointments to the HDSI Faculty Council may be made at any percentage. A 0% appointment will carry with it a service requirement to participate in HDSI activities. In other cases, where the appointee will have responsibility for HDSI teaching needs within approved academic programs, such as the Data Science major and minor(s), the appointment may be at an integral multiple of 25%, corresponding to the level of teaching effort within HDSI (25% = 1 course/year). Joint appointments will be made and administered consistent with existing APM and PPM policies.

- For each HDSI faculty appointment at a percentage less than 100%, the appointment letter will detail the research, teaching and service expectations for that position and a Memorandum of Understanding (MOU) will be jointly created among all participating units. All 100% appointments will be constrained by relevant regulations already applicable within existing academic units.

- The initial set of HDSI Faculty Council candidates will be proposed by the HDSI Director(s), in consultation with the Executive Vice Chancellor, and presented to the HDSI Oversight Committee. The appointment process will follow the existing processes currently in place for inter-unit appointments and transfers.
• The HDSI Faculty Council, functioning in similar capacity to faculty in departments, will establish and codify bylaws for HDSI. For example, it will establish the voting conventions for HDSI that reflect the autonomy of academic units to create their own conventions and that follow all applicable regulations and bylaws of the PPM and APM.

General

• Ad hoc review committees consisting of three to five (3-5) members with the appropriate interdisciplinary expertise, will be formed to review academic appointments, promotions and advancements within HDSI. External faculty members may be appointed to the ad hoc review committee to ensure the appropriate expertise. These ad hoc committees will be formed by the HDSI Director(s) in consultation with the HDSI Faculty Council. The ad hoc review committee report will be included in the review material provided to the HDSI Faculty Council prior to voting.

• Functions typically performed by a Dean, including oversight of personnel review actions for HDSI, will be performed by a designee of the Executive Vice Chancellor, such as the Senior Associate Vice Chancellor for Academic Affairs.

• Course and curriculum proposals will adhere to Senate review and approval processes.

• HDSI will undergo a periodic holistic review of all of its components, including its undergraduate, graduate, and research programs and its campus-wide reach and impact.

In summary, HDSI has been created as a permanent entity and is structured as an academic unit, with faculty appointments consistent with the intent and principles identified in the MOU, with Bylaw 55, with the APM, with the UC Compendium, and with existing practices at other UC campuses. It is also organized as an academic unit with respect to the development of its academic curriculum and its obligations to obtain all relevant permissions from the Academic Senate. Standard processes for the appointment of Senate faculty, for curriculum development and approval, for program reviews and for all other academic processes will be followed in accordance with established practices and regulations. We look forward to receiving the Senate’s comments on this proposal. Thank you for your consideration.

With best regards,

Elizabeth H. Simmons
Executive Vice Chancellor

CC: Assistant Vice Chancellor Ann Briggs Addo
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