



**Committee on Rules and Jurisdiction**  
**Anne Slavotinek, MD, Chair**

**ANNUAL REPORT**  
**2009-2010**

**Primary Focus Points for the Year:**

- Review Proposed Bylaw Changes: Graduate Council
- Review and Support to Master Plan for Mission Bay Libraries
- Review Proposed Bylaw Changes: School of Nursing

**Task Forces, Special Committees, and Sub-Committees:**

- None.

**Issues for Next Year (2010-2011)**

- None.

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**2009-2010 Members**

**Anne Slavotinek, Chair**  
**Meg Wallhagen, Vice Chair**  
Marcus Ferrone  
Heide Kirsch  
Francis Szoka  
Catherine Waters

**Ex-Officio Members**  
Jean Olson, Parliamentarian  
Doug Carlson, Registrar

**Permanent Guests**  
Linda Brinen, Clinical Representative

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**Number of Meetings: 1, September 21, 2009; electronic discussion as needed**  
**Senate Analyst: Wilson Hardcastle**

## Systemwide Business

The Academic Senate Committee on Rules and Jurisdiction took up no Systemwide issues this year:

## Divisional Business

This year, the Academic Senate Committee on Academic Planning and Budget took up the following issues related to the San Francisco Division:

### **Proposed Modification of Academic Senate Bylaw 125. Graduate Council, A: Membership**

Via e-mail discussion,, the Committee reviewed a request from the Graduate Council to modify Academic Senate Bylaw 125 to remove the requirement that at least two of its members have medical degrees, but does not reduce the total number of members ([Appendix 1](#))

The Committee approved this modification for a final vote by the Division ([Appendix 2](#)).

### **Recommendations of the Committee on Library and Scholarly Communication and the Master Plan for Mission Bay Libraries**

Via electronic discussion, the Committee on Rules and Jurisdiction reviewed the recommendations of the Committee on Library and Scholarly Communication (COLASC) and the Master Plan for Mission Bay Libraries and sent a communication to COLASC Chair Rutherford expressing its strong support for these recommendations and the master plan ([Appendix 3](#)).

### **Proposed Modifications to the Bylaws of the School of Nursing**

Via electronic communication, the Committee on Rules and Jurisdiction reviewed a request from the School of Nursing Faculty Council to review proposed changes to the School of Nursing Bylaws. These changes reflected a complete review and update of the school bylaws, with many administrative changes and substantial changes regarding membership and charge of three of the School's standing committee ([Appendix 4](#)).

The Committee approved these proposed modifications with a communication to the School of Nursing Faculty Council dated August 11, 2010 ([Appendix 5](#)).

## Task Forces and Other Committee Service

This year, members of the Academic Senate Committee on Rules and Jurisdiction served no Academic Senate task forces or other campus committees.

## Going Forward

There are no pending issues for the Committee to carry forward into 2010-2011.

## Appendices

- [Appendix 1:](#) Communication from the Graduate Council requesting review of proposed modification to Academic Senate Bylaw 125. Graduate Council, A: Membership, dated December 2, 2009.
- [Appendix 2:](#) Communication from the Committee on Rules and Jurisdiction expressing approval of proposed modification to Academic Senate Bylaw 125. Graduate Council, A: Membership, dated January 25, 2010.
- [Appendix 3:](#) Communication from the Committee on Rules and Jurisdiction to expressing COLASC Chair Rutherford expressing its strong support for the recommendations of the Committee on Library and Scholarly Communication and the Master Plan for Mission Bay Libraries dated March 11, 2010.
- [Appendix 4:](#) Communication from the School of Nursing Faculty Council requesting review and approval of proposed modifications to the School of Nursing Bylaws dated July 5, 2010.
- [Appendix 5:](#) Communication from the Committee on Rules and Jurisdiction expressing approval of proposed modification to the Bylaws of the School of Nursing dated August 11, 2010.

Senate Staff:  
Wilson Hardcastle, Senior Analyst  
wilson.hardcastle@ucsf.edu; 415/476-4245



## **Communication from the Graduate Council** **Elizabeth Watkins, PhD, Chair**

December 2, 2009

Anne Slavotinek, MD  
Chair, Committee on Rules & Jurisdiction  
UCSF Academic Senate  
500 Parnassus Avenue, Box 0764

Re: Proposed Modification of Academic Senate Bylaw 125. Graduate Council, A: Membership

Dear Chair Slavotinek,

The Graduate Council Committee requests a change in its bylaws as pertains to committee membership.

### **Background**

Council discussion of the bylaw change arose during the 2009-2010 academic year, when it was noted that Council did not include two members with medical degrees as required by its bylaws. The Council reached consensus that the requirement that “at least two members shall have Medical Degrees” is obsolete not necessary for Graduate Council to successfully accomplish its charge. The Council also determined that this caveat in fact limited membership. The Council’s intention is to broaden participation on the Graduate Council of other professional schools and fields. Futhermore, the Committee on Committees has confirmed that it is consistently difficult to identify appropriate appointees to Graduate Council who have medical degrees.

The Graduate Council seeks to remove the requirement that at least two of its members have medical degrees, but does not seek to reduce the total number of members. The number of members of the Graduate Council shall remain at 13. The Graduate Council is primarily interested in increasing inclusivity of all UCSF professional and School of Medicine faculty, rather than narrowing membership through a requirement for medical degrees.

### **Current Bylaw Language**

Membership: This Committee shall consist of thirteen (13) voting members appointed for staggered three-year terms. At least two members shall have Medical Degrees. The selection of membership shall reflect appropriately the departments, Schools, and graduate curricula of the Division, which offer work toward higher degrees; and the Dean of the Graduate Division, ex officio member, who shall not serve as Chair or Vice Chair. The Chair, or other designated member shall serve as a member of the University Coordinating Committee on Graduate Affairs (CCGA). At the invitation of the Graduate Council, representatives of the Graduate Student Association and of the Postdoctoral Scholars’ Association, the Associate Dean of the Graduate Division, and the Assistant Dean of Postdoctoral Affairs may serve as ex officio non-voting members. The Assistant Dean for Graduate Academic Affairs of the San Francisco Graduate Division shall act as the Secretary of the Council and as ex-officio non voting member who is

authorized to refer any or all questions, including petitions of students and postdoctoral scholars, to the appropriate Council committees or to the Council.

### **Proposed Modification**

Membership: This Committee shall consist of thirteen (13) voting members appointed for staggered three-year terms. ~~At least two members shall have Medical Degrees.~~ The selection of membership shall reflect appropriately the departments, Schools, and graduate curricula of the Division, which offer work toward higher degrees; and the Dean of the Graduate Division, ex officio member, who shall not serve as Chair or Vice Chair. The Chair, or other designated member shall serve as a member of the University Coordinating Committee on Graduate Affairs (CCGA). At the invitation of the Graduate Council, representatives of the Graduate Student Association and of the Postdoctoral Scholars' Association, the Associate Dean of the Graduate Division, and the Assistant Dean of Postdoctoral Affairs may serve as ex officio non-voting members. The Assistant Dean for Graduate Academic Affairs of the San Francisco Graduate Division shall act as the Secretary of the Council and as ex-officio non voting member who is authorized to refer any or all questions, including petitions of students and postdoctoral scholars, to the appropriate Council committees or to the Council.

The Graduate Council requests that Committee on Rules & Jurisdiction review and approve the proposed modification to Academic Senate Bylaw 125. Graduate Council; A. Membership. If the Committee would like a representative of the Graduate Council to present additional support for the modification, a representative will be happy to attend the next meeting.

Sincerely,

### **The Graduate Council Committee**

Elizabeth Watkins, PhD (Chair)  
Michael Beattie, PhD (Vice Chair)  
Patricia Babbitt, PhD  
Daniel Fried, PhD  
Joseph Guldish, PhD  
Mary Lynch, RN, MPH, MS, PNP  
Sarah Nelson, PhD  
Robert PhD, PhD  
Nancy Stotts, RN, EdD, FAAN  
Colin Studholme, PhD  
Ed Yelin, PhD  
Pat Calarco, PhD, Dean, Graduate Division  
Peter Taylor, PhD, Asst. Dean, Academic Affairs, Graduate Division  
Christine Des Jarlais, EdD, Asst. Dean, Postdoctoral Affairs, Graduate Division  
Julie Hunkapillar (GSA Representative)  
Rishi Kant (PSA Representative)

University of California  
San Francisco



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**Communication from the Committee on Rules and Jurisdiction**  
**Anne Slavotinek, MD, Chair**

January 25, 2010

Elizabeth Watkins, PhD, Chair  
Graduate Council  
Campus Box 0764

Re: Proposed Modification of Academic Senate Bylaw 125. Graduate Council, A: Membership

Dear Chair Watkins,

The Committee on Rules and Jurisdiction has reviewed the request for a change to Divisional Bylaw 125. Graduate Council, A: Membership and approves the language as proposed for review and vote of the San Francisco Division.

The proposed modifications must be approved by a vote of the Division and subsequently approved by the University Committee on Rules and Jurisdiction before they may go into affect.

Sincerely,

  
**Anne Slavotinek, MD**  
Chair, Committee on Rules and Jurisdiction

**The Committee on Rules and Jurisdiction**

Anne Slavotinek, MD, Chair  
Margaret Wallhagen, RN, PhD, GNP, Vice Chair  
Linda Brinen  
Marcus Ferrone, PharmD, BCNSP  
Heidi Kirsch, MD  
Francis Szoka, PhD  
- Catherine Waters, RN, PhD  
Doug Carson, JD  
Jean Olson, MD

Senate Staff:  
Wilson Hardcastle, MLIS, Senior Analyst  
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**Communication from the Committee on Rules and Jurisdiction**  
**Anne Slavotinek, MD, Chair**

March 11, 2010

George Rutherford, MD, Chair  
Committee on Library and Scholarly Communication  
Office of the Academic Senate, Box 0764

Re: Recommendations of the Committee on Library and Scholarly Communication and the Master Plan for Mission Bay Libraries

Dear Chair Rutherford:

The Committee on Rules and Jurisdiction is writing to strongly support the Committee on Library and Scholarly Communication (COLASC) Master Plan for Mission Bay Libraries dated January 2010 and the COLASC communication to Divisional Chair Fuentes-Afflick dated February 11, 2010. We concur that 24-hour library access for students at the Parnassus campus and the plan for a larger, consolidated library at Mission Bay are critical for scholarly activities and will facilitate academic success at UCSF. We therefore endorse these two recommendations and the Master Plan for Mission Bay libraries.

Please let us know if we can be of further support.

Sincerely,

Anne Slavotinek, MD, Chair  
**The Committee on Rules and Jurisdiction**



**School of Nursing Faculty Council**  
**Christine Kennedy, RN, PhD, PNP, Chair**

July 5, 2010

Anne Slavotinek, MD, Chair  
Committee on Rules and Jurisdiction  
UCSF Academic Senate  
500 Parnassus Avenue, Box 0764

Re: Proposed revision and modifications to the Bylaws of the UCSF School of Nursing

Dear Chair Slavotinek,

The School of Nursing Faculty Council recently responded to requests from two of its standing committees to update the School bylaws as it pertains to their committees: the Research Committee and the Faculty Practice Committee. The School of Nursing Faculty Council took this opportunity to review the entire set of school bylaws and suggest updates and administrative corrections as necessary. While there are proposed modifications to other sections of the bylaws (largely clerical and administrative), the predominance of the modifications pertain to the membership and duties of the aforementioned standing committees. The School of Nursing faculty Council submits these modifications to the Academic Senate Committee on Rules and Jurisdiction for review and approval before submission to a vote of the full faculty.

**Justifications**

*Part VIII. Faculty Council, Section 20 Meetings*

This section has been modified to allow more flexibility in setting the meeting schedule and to increase efficiency in these times of diminished resources.

*Part IX. Standing Committees, Section 27*

This section has been eliminated to bring the Bylaws in accordance with standard practice.

*Part IX. Standing Committees, Section 29.a*

This section has been amended to include reference to the standing Global Health Committee which was created in 2008, and to clarify the membership for the MS Program Council so that the council include two representatives from each department and the mandatory inclusion that one of these two members be a Nurse Practitioner, whose experience and expertise are necessary for the successful functioning of the master's program council. The department of Social and Behavioral Sciences is exempt from providing a Nurse Practitioner as one of its members as it is not a clinical department, per se, and does not have a Nurse Practitioner program.

*Part IX. Standing Committees, Section 29.b The Research Committee*

This section has been amended to include a representative from the Medical Center, who shall be appointed by the Dean of the School of Nursing. As it has been the practice of this committee, it is further codified that the Research Committee be responsible for identifying student delegates to the annual Western Institute of Nursing Conference.

*Part IX. Standing Committees, Section 29.d The Faculty Practice Committee*

This section has been amended to modify the membership such that faculty who direct the faculty practices be members of the faculty Practice Committee (ensuring relevant knowledge, experience and responsibility to the membership). The defined functions of the faculty Practice Committee have been amended to reflect the current activities and responsibilities of the committee.

Members of the Faculty Council are available to address the Committee on Rules and Jurisdiction should the you have any questions or concerns regarding the proposed bylaw modifications. You may contact the School of Nursing Faculty Council via the Wilson Hardcastle in the Office of the Academic Senate, [wilson.hardcastle@ucsf.edu](mailto:wilson.hardcastle@ucsf.edu), or you may contact me directly at [christine.kennedy@nursing.ucsf.edu](mailto:christine.kennedy@nursing.ucsf.edu).

Respectfully submitted,

**Christine Kennedy, RN, PhD, PNP**  
Chair, School of Nursing Faculty Council

## **REVIEW AND UPDATE JULY 2010**

### **BYLAWS OF THE FACULTY OF THE SCHOOL OF NURSING** (University of California, San Francisco)

#### PART I. FUNCTIONS

1. The Faculty of the School of Nursing shall govern and supervise the School in accordance with San Francisco Division Bylaw 95 (Powers of the Faculties).

#### PART II. MEMBERSHIP AND VOTING PRIVILEGES

2. The full Faculty of the School of Nursing shall consist of:
  - a. The President of the University;
  - b. The Chancellor at San Francisco;
  - c. The Dean of the School of Nursing;
  - d. All members of the Academic Senate who are members of the departments assigned to the School of Nursing;
  - e. Faculty appointed in the Adjunct, Health Sciences Clinical Professor, Clinical Professor (Volunteer) and Professional Research series assigned to the School of Nursing.
3. Faculty functioning as the full faculty of the School of Nursing (~~FSON~~) have the privilege of the floor for discussion and may make and second motions, and may vote on issues pertaining to School of Nursing policy, unless a specific reference is made to the Faculty as a Committee of the Division (~~FCOD~~).
4. The Faculty of the School of Nursing (San Francisco), functioning as a Committee of the San Francisco Division of the Academic Senate (~~FCOD~~) shall consist of: [Senate Bylaw 45]
  - a. The President of the University;
  - b. The Chancellor at San Francisco;
  - c. The Dean of the School of Nursing;
  - d. All members of the Academic Senate who are members of the departments assigned to the School of Nursing.
5. When the Faculty is functioning as a Committee of the Division, only members of the Faculty who are voting members of the Academic Senate shall be eligible to vote and hold office (Senate Bylaw 45).

#### PART III. OFFICERS

6. Chair - The Chair of the Faculty shall serve as Chair of the Faculty Council and must be a member of the Academic Senate (Bylaws 14 and 15).

7. Vice Chair – The Vice Chair of the Faculty shall serve as the Vice Chair of the Faculty Council and must be a member of the Academic Senate. (Bylaws 14 and 15).
8. The Executive Office of the San Francisco Division provides professional, analytical, and administrative support; guidance; coordination; communication; and assistance (Division Bylaws 25). Its duties shall include: [En. 5/14/04]
  - a. Maintaining proper records.
  - b. Sending advanced notice (call) for meetings and presentations to the Faculty, in advance of any meetings, or adequate information regarding matters to be considered.
  - c. Minutes of each Faculty Meeting.
  - d. Conducting all elections that require mail ballots.
  - e. Keeping a valid roster of voting members of the Faculty.

#### PART IV. DUTIES OF OFFICERS

9.
  - a. The Chair shall preside at all meetings of the Faculty and of the Faculty Council.
  - b. The Chair shall consult with the Dean in arranging the agenda of meetings of the Faculty Council and the Faculty.
10. In the absence of the Chair, the Vice Chair shall preside at meetings of the Faculty and the Faculty Council.

#### PART V. MEETINGS OF THE FULL FACULTY

12. Meetings of the Faculty shall be held at least once a quarter and at other times as determined by the Faculty. A faculty meeting may be called by the Chair, Vice Chair, or upon written request of five voting members of the Faculty without regard to Senate membership.

#### PART VI. QUORUM OF FULL FACULTY MEETINGS

13. A quorum shall consist of twenty members without regard to series. If the Faculty is functioning as a committee of the Division, those twenty members must be members of the Academic Senate. [Am. 5/14/04]

PART VII. ORDER OF BUSINESS

14. The order and conduct of business of Faculty meetings shall be guided by the provisions of Divisional Bylaws 45, 50, and 55.

PART VIII. FACULTY COUNCIL

15. Membership:

The Faculty Council shall consist of the following members/ representatives: [Am. 5/21/93, 5/20/94]

- a. The Dean, considered an ex officio, non-voting member, or an alternate designated by the Dean;
- b. Two elected representatives from each of the four departments within the School, at least one of who must be a member of an Academic Senate series. The other representative may be a member of the Clinical, Adjunct, or Research series; [Am. 5/20/94]
- c. One graduate nursing student, who is a non-voting member, selected by the Nursing Student Council; [Am. 5/14/04]
- d. When the Faculty Council functions as a Committee of the Academic Senate, only members of the Academic Senate may vote. Each department shall have one vote only. All other members and representatives of the Faculty Council may have the privilege of the floor for discussion. In all other matters, all members have full privileges. [Am. 5/20/94]

16. Officers of the Faculty Council and Faculty:

- a. The Chair and the Vice Chair shall be chosen from among the elected voting Academic Senate members of the Faculty Council by all voting members of the Faculty Council at the first meeting of the fall academic term. [Am. 5/20/94 & 5/14/04]

17. Terms of Office:

- a. The elected Faculty Council members shall hold office for a full term of two years beginning with the first day of September. They shall not serve for more than two consecutive full terms, except the immediate past Faculty Council Chair who may serve two additional years. [Am. 5/20/94 & 5/14/04]
- b. The student member shall serve a term of one school year commencing with the Fall Quarter.

18. Nominations and Elections:

a. Election of officers

- (1) The Faculty Council will annually elect a Chair and a Vice Chair. [Am. 5/20/94 & 5/14/04]
- (2) These officers will serve for one-year, and may be re-elected to no more than three additional consecutive years. [Am. 5/20/94]
- (3) All voting members of the Faculty Council must have the opportunity to vote for the Chair, and Vice Chair. [Am. 5/20/94 & 5/14/04]

b. Members elected within departments

- (1) Each department shall elect two representatives to the Faculty Council at the beginning of the spring academic term, staggering the elections so that one of the two representatives shall be elected one year and the other the next year. [Am. 5/20/94]
- (2) Responsibility for nomination and election of the departmental representatives is delegated by the Chair of the Faculty to the incumbent departmental representatives. Each department may determine its own procedure for nominations and elections. [Am. 5/20/94]
- (3) The incumbent representative will report the results of the election to the Chair of the Faculty. Each department will be accountable, upon request, to report its election process to the Faculty Council. [Am. 5/20/94]

19. Vacancy:

The Departments shall hold a special election to fill interim vacancies in the elected membership of the Faculty Council for unexpired terms of four months or more. Members elected to fill a vacancy shall take office at once and serve for the full remaining term. The person elected will be eligible to be elected subsequently to two full terms. [Am. 5/20/94]

20. Meetings:

The Faculty Council shall meet ~~regularly monthly~~ during the Academic year with meeting dates to be determined by the Chair in cooperation the Office of the Academic Senate. Additional meetings may be called by the Chair, the Dean, or any three members of the Faculty Council or upon written request of five members of the faculty, without regard to Senate membership.

21. Quorum:

A quorum shall consist of any five voting members, one of whom is an officer of the Faculty Council, and the Dean or Dean Designate.

22. Duties and Powers:

- a. In accordance with Division Bylaw 95 and in concert with the Graduate Council, the Faculty Council shall have the authority to administer the rules and policies established by the Faculty in the following matters: [Am. 2/93]
  - (1) Approving petitions of students to graduate under suspension of the regulations.
  - (2) Approving the award of degrees, certificates, and honors at graduation.
  - (3) Exercising jurisdiction over scholastically disqualified students.
  - (4) Dismissing students for causes other than scholastic disqualifications.
- b. The Faculty Council may act:
  - (1) For the Faculty with respect to any subject delegated to it by the Faculty.
  - (2) On any subject which in times of emergency or crisis merits Faculty Council action, and which lies within the province of Faculty powers delegated by The Regents.
  - (3) To establish and maintain liaison with members of the Departments within the School of Nursing, with other Schools of the Division, and other Divisions of the Senate.
  - (4) To appoint the Chairs and members of Standing Committees of the Faculty.
  - (5) To establish Special Committees of the Faculty and appoint members to such committees. [Am. 2/93]
  - (6) To receive proposed (new or revised) regulations or bylaws from Faculty members or Faculty committees. [En. 5/14/04]
  - (7) To review the proposed regulations and bylaws for their conformity to the code of the Academic Senate. [En. 5/14/04]
  - (8) To keep the Faculty informed of University wide and campus changes in bylaws and regulations and revise those of the School to conform to these changes as necessary. [En. 5/14/04]
  - (9) To serve as a resource for the Faculty concerning bylaws and regulations. [En. 5/14/04].

All actions carried out under these provisions shall be reported to the Faculty at the subsequent Faculty meetings.

## PART IX. STANDING COMMITTEES

23. Standing Committees shall be authorized by the voting members of the Faculty.
24. Members of Standing Committees shall serve a term of at least two years starting September 1 and ending August 31. The selection of members shall be staggered so that half of the members shall be selected one year and the other half the next year. [Am. 5/20/94]
25. Chairpersons and members of Standing Committees shall be appointed by the Faculty Council.
26. Each Standing Committee may appoint such sub-committees or ad hoc committees, as it deems necessary to conduct its business.
- ~~27. Each Standing Committee shall formulate standards and policies designed to secure prompt, continuous, and uniform fulfillment of its duties. Standards and policies shall be subject to review and approval by the Faculty.~~
28. Standing Committees shall give a report of their activities to the Faculty at least once a year.
29. Standing Committees shall be:
  - A. The MS Program Council, MEPN Program Council, ~~and~~ Doctoral Program Council, Research, Recruitment and Retention, Faculty Practice and the International and Global Health Nursing Committee.
    - (1) Membership:
      - a. Unless otherwise required below, these councils shall each consist of a faculty member, without regard to Academic Senate membership, from each of the four departments, at least one student representative from the program addressed by each Council, and the Associate Dean for Academic Programs, ex officio. [Am. 2/93]
      - b. At least one member of the MEPN Program Council shall be a Faculty of Record for a MEPN course. [En. 11/91, Am. 2/93 & 6/99]
      - c. The MS Program Council shall include two representatives from each department, with the exception of Social and Behavioral Sciences which shall have one representative, and each clinical department must include a Nurse Practitioner as one of their representatives. [En. 5/10]

- (2) In concert with the Graduate Council the functions of the MS Program Council, the MEPN Program Council, and the Doctoral Program Council shall be to: [Am. 5/91, 11/91, & 2/93]
  - a. review and approve courses for the Consent Calendar submitted to the Faculty for their approval;
  - b. plan, implement and evaluate the programs in Nursing leading to graduate degrees;
  - c. consider implications of policies and program development on recruitment and retention of students in programs in Nursing leading to graduate degrees;
  - d. develop guidelines for reviewing, and implementing, and/or discontinuing specialty areas; [En. 5/14/04]
  - e. communicate and consult with other Program Councils on matters affecting students across Programs or when addressing issues that affect multiple Program Councils; [En. 5/14/04]
  - f. review curricular issues and concerns cross program, department, School, and institutional lines. [En. 5/14/04]

B. The Research Committee

- (1) Membership: [Am. 5/14/04]
  - a. The Research Committee shall consist of a one representatives from each department in the School, and one doctoral student, and one representative from the Medical Center to be appointed by the Dean. At least one member of this committee should be a member of the Academic Senate.
  - b. Each department representative should be a former or current principal investigator with an externally funded research project.
  - c. Ex officio members to this committee include a School of Nursing representative to the Academic Senate Committee on Research (COR) and the School of Nursing Associate Dean for Research.
- (2) The function of the Research Committee shall be to: [Am. 5/14/04]
  - a. Advise the Office of Research on development and implementation of research policies and procedures to assist faculty research (such as HIPAA guidelines, Data Safety Monitoring Plans, etc.).

- b. Conduct scientific reviews of intramural research proposals submitted by faculty in response to an annual School of Nursing Call for Proposals and make recommendations for funding to the Office of Research. The Office of Research will distribute and monitor the use of research funds and report appropriately to the Committee. [Am. 2/93]
  - c. Participate in scientific review process for UCSF campus-wide collaborative nursing research proposals.
  - d. Facilitate faculty research development activities by providing workshops, training seminars, and other mechanisms to improve the expertise in research methods [En. 5/91, Am. 2/93].
  - e. Facilitate recognition and professional awards to faculty for their contributions to research by:
    - 1. annually soliciting nominations for the Helen Nahm Research Lecture Award and selecting the awardee.
    - 2. working with the School of Nursing representative to the Faculty Senate Committee on Research (COR) to solicit nominations for annual Faculty Research/Clinical Lecturer awards.
  - f. Advise the Office of Research on administrative matters [En. 5/91, Am. 2/93].
  - g. Solicit, review and choose students for support at the Western Institute of Nursing (WIN) conference.
- C. Recruitment and Retention Committee
- (1) Membership:
    - a. This committee shall consist of Faculty members without regard to Senate membership. Representation will include: one Faculty representative from each of the four departments; at least one student representative, the Associate Dean for Academic Programs, *ex officio*, and the Assistant Dean for Academic Services, *ex officio*. [Am. 2/93]
  - (2) The function of the Committee on Recruitment and Retention shall be to:
    - a. establish and monitor recruitment and retention of underrepresented Faculty and students. [Am. 2/93]
- D. The Faculty Practice Committee [Am. 5/19/95]

- (1) Membership:
  - a. The Faculty Practice Committee shall consist of ~~five~~ the faculty following members, without regard to Academic Senate membership; one from each of the four departments of the School; and one ex officio member representing School of Nursing administration. Two members of the Committee must be actively engaged in clinical practice. the directors of each of the School of Nursing's faculty practices and one representative from each department that does not have a director of a faculty practice (if any); and one representative from the School of Nursing administration to be identified by the Dean. [Am 05/10]
  
- (2) The functions of the Faculty Practice Committee shall be to:
  - a. ~~Develop faculty practice policies that articulate the integration of research, teaching, practice, and service; Provide oversight of the faculty practice credentialing, risk management and performance improvement policies;~~
  - b. Prepare an annual report for the Dean;
  - c. ~~Provide consultation and resources to faculty involved in faculty practices within each department, and Participate in the development of faculty practice policies that articulate the integration of research, teaching, practice, and service;~~
  - d. Provide final approval of all faculty practice policies;
  - e. Provide guidance to faculty and administration on the Compensation Plan in relation to faculty practice revenues; and
  - f. Review proposals for new faculty practices and provide recommendations to Faculty Council. [Section Am 05/10]

E. International and Global Health Nursing Committee

- (1) Membership:
  - a. This committee shall consist of faculty members without regard to Academic Senate membership. Committee Membership shall consist of at least the following: one faculty representative from each of the four departments; one faculty representative from the Institute for Health and Aging; at least one student representative, and the Associate Dean for International Programs as *ex officio*. The Chair shall be appointed to serve as Chair for a term of two years.

- (2) The functions of the International and Global Health Nursing Committee shall be to:
- a. Collaborate closely with the Associate Dean for International Programs;
  - b. Collaborate closely with the UCSF WHO Center Network;
  - c. Integrate international/global health nursing programs and activities into the fabric of the School;
  - d. Develop and oversee policy affecting international student placements;
  - e. Guide policy in the area of international agency/institutional affiliations;
  - f. Guide policy in the area of recruitment and retention of international MS and PhD students;
  - g. Provide leadership in developing intra and interschool collaborative research programs/networks; Chair or designee shall represent the School of Nursing on University or campus International and Global Health working groups as necessary;
  - h. Sponsor international speakers and programs;
  - i. Assist in identifying /publicizing grant opportunities for School of Nursing faculty and Dean's Office and, in general, research possible sources of funding to enhance international/global health programming opportunities. [Am. 09/06]

#### PART X. SUSPENSION OF THE RULES

30. The rules of the Faculty may be suspended by vote of the Faculty, provided that no more than two voting members present object to such suspension. [Am. 2/93]

#### PART XI. AMENDMENT OF BYLAWS

31. Subject to the Bylaws of the Division, minor revisions to these Bylaws may be amended at any regular or special meeting of the entire Faculty Council. It is authorized to make editorial and conforming non-substantive changes in the Bylaws and Regulations with regard to numbering, headings, cross-references, organizational titles, details of style, and similar items. It shall report such changes to the organizations directly concerned, and publish them in the call for the next meeting of the entire Faculty (~~FSON~~). Minor revisions are of an editorial nature, and do not substantively change the meaning or intent of the by-laws. [Senate Bylaw 312 B] [Am. 5/14/04]
32. A proposal for a major revision of these Bylaws shall be voted upon by the entire Faculty (~~FSON~~) with a written ballot\* at a meeting subsequent to the one in which this proposal has been presented to the Faculty.

\* The term "written" shall include electronic transmission.

University of California  
San Francisco



**Academic Senate**  
senate.ucsf.edu

**Communication from the Committee on Rules and Jurisdiction**  
**Anne Slavotinek, MD, Chair**

August 11, 2010

Christine Kennedy, RN, PhD, PNP, Chair  
School of Nursing Faculty Council  
Office of the Academic Senate, Box 0764

Re: Proposed Revision and Modifications to the Bylaws of the UCSF School of Nursing

Dear Chair Kennedy:

The Committee on Rules and Jurisdiction reviewed the Proposed Revision and Modifications to the Bylaws of the UCSF School of Nursing submitted July 5, 2010. The Committee approves these modifications with the recommendation that Part IX Section 29 be clarified with the attached language before submission for approval by the full faculty of the School of Nursing.

Sincerely,

**The Committee on Rules and Jurisdiction**  
Anne Slavotinek, MD, Chair

## **R&J Suggested Clarification to Part IX, Section 29, Standing Committees**

### **BYLAWS OF THE FACULTY OF THE SCHOOL OF NURSING** (University of California, San Francisco)

#### **PART IX. STANDING COMMITTEES**

29. The Standing Committees shall be: The MS Program Council, MEPN Program Council, Doctoral Program Council, Research, Recruitment and Retention, Faculty Practice and the International and Global Health Nursing Committee.
- A. Membership in the Standing Committees shall be governed as follows unless otherwise specified later in this Section:
- (1) Standing Committees shall each consist of a faculty member, without regard to Academic Senate membership, from each of the four departments, at least one student representative from the program addressed by each Council, and the Associate Dean for Academic Programs, ex officio. [Am. 2/93]
  - (2) At least one member of the MEPN Program Council shall be a Faculty of Record for a MEPN course. [En. 11/91, Am. 2/93 & 6/99]
  - (3) The MS Program Council shall include two representatives from each department, with the exception of Social and Behavioral Sciences which shall have one representative, and each clinical department must include a Nurse Practitioner as one of their representatives. [En. 5/10]
- B. The MS Program Council, the MEPN Program Council, and the Doctoral Program Council shall, in concert with the Graduate Council, perform the following functions:
1. Review and approve courses for the Consent Calendar submitted to the Faculty for their approval;
  2. Plan, implement and evaluate the programs in Nursing leading to graduate degrees;
  3. Consider implications of policies and program development on recruitment and retention of students in programs in Nursing leading to graduate degrees;
  4. Develop guidelines for reviewing, and implementing, and/or discontinuing specialty areas; [En. 5/14/04]
  5. Communicate and consult with other Program Councils on matters affecting students across Programs or when addressing issues that affect multiple Program Councils; [En. 5/14/04]
  6. Review curricular issues and concerns cross program, department, School, and institutional lines. [En. 5/14/04]

*Subsequent sub-sections will require their numbering to be adjusted accordingly.*