COMMITTEE ON RULES AND JURISDICTION
Julia Faucett, RN, PhD, Chair

MINUTES
Meeting of January 10, 2003

PRESENT: J. Faucett (Chair), S. Eakle, J. Olson, L. Ponton, C. Portillo, J. Shamim

ABSENT: S. Miller (Vice Chair), S. Seiff

The Committee on Rules and Jurisdiction was called to order by Chair Faucett on January 10, 2003 at 12:00 PM in S-30. A quorum was present.

Approval of Minutes
The minutes of November 8, 2002 and December 13, 2002 were approved as submitted.

Chair’s Report
None.

Consideration and Review of Division Bylaws
The Committee reviewed the proposed division bylaws in their entirety and noted the editorial and substantive changes. According to current Academic Senate bylaws editorial changes may be implemented by the Committee without divisional approval and therefore will not require any indication in the document.

In response to a query on abolishing whole sections of bylaws such as Sections 18 and 20 on the Representative Assembly, J. Olson reported that any section in the bylaws may be deleted so long as the references in the table of contents and in the body remain for 10 years. The table of contents and body of the bylaws will continue to list references to these two sections and the abolish date will be added.

The Committee agreed to assign the following members to write purpose statements as follows. These statements will be included in the proposal to the division during the vote for approval of the proposed changes.

- Chapters I and II – L. Ponton
- Chapter III – C. Portillo
- Chapter IV – S. Eakle
- Chapter V – J. Shamim
- Chapter VI – J. Faucett, S. Miller, J. Olson

Timeline for Review of Division Bylaws in Preparation for Implementation of Revised Bylaws
The Committee agreed to the following timeline:
• January 10, 2003 – Chair Faucett notifies Dan Bikle, Chair of Academic Senate of completion of division bylaws review and requests addition of discussion item on February 7, 2003 Coordinating Committee agenda.

• February 7, 2003 – Chair Faucett presents revised division bylaws to Coordinating Committee.

• February 14, 2003 – Deadline for comments from Coordinating Committee on revised division bylaws to Rules and Jurisdiction Committee.

• February 21, 2003 – Send revised division bylaws (incorporating comments/changes from the Coordinating Committee) to Academic Senate faculty for review. Send revised division bylaws to University Committee on Rules and Jurisdiction for review.

• March 5, 2003 – Division meeting to vote on revised bylaws.

**Committee Vote on Proposed Bylaws in Preparation of Submission to Coordinating Committee**

The Committee approved the motion to submit the proposed bylaws to the Coordinating Committee.

**Committee Input on Chancellor’s Stewardship Review**

Dan Bikle, chair of the division Academic Senate has requested input from each divisional committee and faculty council for the Chancellor’s stewardship review, which is conducted every five years. Chair Faucett agreed to transmit a letter on the Committee’s behalf to the system-wide Academic Senate subcommittee conducting the review.

The meeting adjourned at 1:25 p.m.
# Meeting Attendance Record

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>9/13/02</th>
<th>10/11/02</th>
<th>11/8/02</th>
<th>12/13/02</th>
<th>1/10/03</th>
<th>2/14/03</th>
<th>3/14/03</th>
<th>4/11/03</th>
<th>5/9/03</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julia Faucett</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Chair)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Susan Miller</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Vice Chair)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steve Eakle</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jean Olson</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lynn Ponton</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carmen Portillo</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stuart Seiff</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>RSVP’d Absence</td>
<td>RSVP’d Absence</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jina Shamim</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td>Absent</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Senate Staff:
Judy Dang
476-1308
jdang@senate.ucsf.edu