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

MINUTES
Meeting of October 11, 2002

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

ABSENT: J. Shamim

The Committee on Rules and Jurisdiction was called to order by Chair Faucett on October 11, 2002 at 12:00 PM in S-30. A quorum was present.

Approval of Minutes
The minutes of September 13, 2002 were approved unanimously with changes.

Chair’s Report
None.

Clarification of Regent’s Standing Order 105.1
Chair Faucett presented a communication from Patricia Calarco, Associate Dean of the Graduate Division in response to the Committee’s request to Dean Attkisson for clarification of Regents Standing Order 15.1, which states in relevant part that “Members of the faculties of professional schools offering courses at the graduate level only shall be members also of the Academic Senate, but, in the discretion of the Academic Senate, may be excluded from participation in activities of the Senate that relate to curricula of other schools and colleges of the University.”

Associate Dean Calarco indicated that UCSF courses are coded as follows: 100-level courses are professional school courses, 200 and 300-level courses are graduate academic courses, and 400-level courses are postdoctoral professional courses. The Committee agreed that there is confusion whether a distinction exists between professional and graduate level courses. J. Olson indicated that the Academic Senate bylaws do not delineate between professional and graduate students and all post-baccalaureate students are specified as graduate students. Chair Faucett requested that J. Olson consult with other UC campuses on their practice of course numbering and report to the Committee.

Discussion of Bylaws Revisions to Include Permanent Guests on Committees
The Committee received a report from the Office of the Academic Senate indicating that the following committees include permanent guests:

- Committee on Faculty Welfare: Sandra Norberg, Principal Coordinator from Human Resources
- Committee on Courses of Instruction: Gail Persily, Associate Director for Instructional Technology from the Library
Chair Faucett agreed to transmit a communication to all committees to clarify the status of their members and seek clarification on whether any guests should be included in the bylaws as ex officio members or consultants or not included at all.

**Process for Review of Faculty Council Bylaws**

The Committee agreed to communicate to the faculty councils of the School of Dentistry, School of Nursing, and School of Pharmacy that their bylaws will be reviewed after the Committee completes the Division’s bylaws.

**Continued Consideration and Review of Division Bylaws**

The Committee continued to review the bylaw changes that Chair Faucett and Jean Olson proposed. The Committee will continue this review at the next meeting in conjunction with review of Division Bylaw 65 (D).

**New Business**

J. Olson presented to the Committee a student’s query for clarification on the appropriateness for Academic Senate involvement in his grievance process. J. Olson will transmit a communication to the student indicating that an administrative review of his grievance would precede Academic Senate involvement, according to Division Regulation 1.1. The Academic Senate’s participation requires an ad hoc grievance procedure review committee in order to ensure that the ad hoc grievance committee established at the School level followed the correct procedures for addressing a student grievance.

The meeting adjourned at 2:00 p.m.

**Meeting Attendance Record**

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