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

MINUTES
Meeting of November 8, 2002

PRESENT: S. Miller (Vice Chair), J. Olson, L. Ponton, J. Shamim

ABSENT: S. Eakle, J. Faucett (Chair), C. Portillo, S. Seiff

The Committee on Rules and Jurisdiction was called to order by Vice Chair Miller on November 8, 2002 at 12:00 PM in S-30. A quorum was present.

Approval of Minutes

The minutes of October 11, 2002 were approved unanimously with changes. It was clarified that an administrative review of the student grievance would precede Academic Senate involvement, not preclude it, as was indicated.

Chair’s Report

None.

Clarification of Regent’s Standing Order 105.1

As a result of an inquiry to Dean Attkisson on which courses are graduate level only, Associate Dean Pat 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. J. Olson presented information on course numbering procedures at UCB, UCLA, UCI, UCS, and UCSD.

- All use:
  - 1-99 Lower division (undergraduate)
  - 100-199 Upper division (undergraduate)
  - 200-299 Graduate
  - 300-399 Teacher training courses
  - 400-499 Graduate not leading to MA, MS, PhD

- Schools of medicine vary widely:
  - 400-499 UCD
  - 500-599 UCI
  - 200-299 UCSD
  - Irregular UCLA uses abbreviation for department (e.g., OG for ObGyn) followed by a 3-digit code

J. Olson will consult with Maria Bertero-Barcelo, Executive Director of the system-wide Academic Senate (Academic Council) for further clarification and will report to the Committee.
Continued Consideration and Review of Division Bylaws

The next step of reviewing bylaws includes creation of purpose statements to indicate the reason for the substantial revisions to the bylaws. These statements, current bylaws, and proposed bylaws will be presented to the Division for review and approval. J. Olson indicated that the Committee is permitted to make minor editorial changes to the bylaws without formal review by the Division.

S. Miller reported that Chair Faucett offered to write purpose statements for the sections preceding the committees’ bylaws and the remaining sections would be divided amongst the Committee. In an effort to more equally divide the tasks, the Committee proposed to assign sections as follows:

- Chapters I and II - 1 person
- Chapter III - 1 person
- Chapter IV - 1 person
- Chapter V - 1 person
- Chapter VI - divide among remaining 3 members

The Committee continued to review the bylaw changes. The Committee will continue this review at the next meeting in conjunction with review of Division Bylaw 115.

New Business

None.

The meeting adjourned at 2:00 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 (Chair)</td>
<td>X</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Susan Miller (Vice Chair)</td>
<td>X</td>
<td>X</td>
<td>X</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></td>
<td></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></td>
<td></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></td>
<td></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></td>
<td></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></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jina Shamim</td>
<td>X</td>
<td>RSVP’d Absence</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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