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

MINUTES
Meeting of December 13, 2002

PRESENT: J. Faucett (Chair), S. Miller (Vice Chair), J. Olson

ABSENT: S. Eakle, L. Ponton, C. Portillo, S. Seiff, J. Shamim

The Committee on Rules and Jurisdiction was called to order by Chair Faucett on December 13, 2002 at 12:00 PM in S-30. A quorum was not present.

Approval of Minutes
The minutes of November 8, 2002 will be considered at the January 10, 2003 meeting.

Chair’s Report
Chair Faucett reported that the Faculty Councils of the Schools of Dentistry, Nursing, and Pharmacy have submitted bylaws for the Committee’s review. The School of Medicine Faculty Council had submitted bylaws but made additional changes. These additional revisions have not been submitted to the Committee. Chair Faucett transmitted a communication to each faculty council chair of the Schools of Dentistry, Nursing, and Pharmacy that their bylaws will be reviewed in 2003-04. A communication to the chair of the School of Medicine Faculty Council requested submission of the school’s bylaws to the Committee by spring 2003 for consideration in 2003-04 with the other schools’ bylaws.

Chair Faucett queried each Academic Senate committee chair about guests who attended meetings regularly and whether the chair would like to codify those guests as consultants in the committee’s bylaws. According to standard parliamentary procedures, regular attendees who provide assistance to committees should be listed in the bylaws as consultants.

Clarification of Regent’s Standing Order 105.1
The Committee continues to seek clarification on Regent’s Standing Order 105.1, which states in part: “Members of the faculties of professional schools offering courses at the graduate level only shall be members also of the Academic Senate.” J. Olson reported that according to Maria Bertero-Barcelo, Executive Director of the system-wide Academic Senate (Academic Council), no standard system exists within UC on course numbering. The Committee had previously queried with Clifford Attkisson, Dean of the Graduate Division on whether UCSF’s numbering system courses adequately distinguishes which courses are graduate level only.

Chair Faucett requested that J. Olson inquire with M. Bertero-Barcelo on the origin of the standing order and report at the next meeting.

Continued Consideration and Review of Division Bylaws
The Committee completed review of the bylaw changes.

**Timeline for Review of Division Bylaws in Preparation for Implementation of Revised Bylaws**

The following proposed timeline will be considered at the next Committee meeting.

- January 31, 2003 – Send notification to Coordinating Committee members regarding presentation of Revised Divisional Bylaws at the February 7, 2003 meeting – setting February 14, 2003 as the deadline for submitting comments.
- February 7, 2003 – Chair Faucett presents revised bylaws to Coordinating Committee.
- February 14, 2003 – Deadline for comments from Coordinating Committee on revised bylaws to Rules and Jurisdiction Committee.
- February 21, 2003 – Send revised bylaws (incorporating comments/changes from the Coordinating Committee) to Academic Senate faculty for review. Send revised bylaws to University Committee on Rules and Jurisdiction for review.
- March 5, 2003 – Division meeting to vote on revised bylaws.

**New Business**

None.

The meeting adjourned at 1:40 p.m.

**Meeting Attendance Record**

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