COMMITTEE ON RULES & JURISDICTION
Joe Wiemels, PhD, Chair

MINUTES
Tuesday, September 21, 2004

PRESENT: J. Wiemels (Chair), J. Seago (Vice Chair), J. Guydish, K. Hauer, T. Mauro, R. Navarro, J. Olson, D. Carlson

ABSENT: R. Jordan, L. Ponton, D. Ramos

GUESTS: T. Maimon, Director, Academic Senate

The Committee on Rules & Jurisdiction (R&J) was called to order by Chair Wiemels on September 21, 2004 at 10:05 a.m. in S-30. A quorum was present.

Mission and Charge of Committee
Chair Wiemels outlined the duties of the Committee set forth in the Divisional bylaws. He also summarized the 2003-04 Annual Report, and reviewed the Committee’s goals for the year as defined by the previous Committee:

- Review bylaws of the School of Medicine Faculty Council;
- Present proposed amendments to the Bylaws at the first Division meeting;
- Respond to requests for clarification and interpretations on an as needed basis; and
- Propose bylaw amendments on an as needed basis.

Senate Analyst E. Jamin distributed committee orientation folders and walked the Committee through the contents, including the Committee schedule, member list, the 2003-04 Annual Report, and the bylaws of the Committee and the Division.

Minutes

Chair’s Report
None.

Review of Committee on Academic Planning & Budget Bylaw Amendment
The Committee reviewed a request from the Committee on Academic Planning & Budget (APB) to allow them to have an open ended number of Committee members. (Attachment I). The Committee suggested modifications to this proposal and requested that Senate staff draft a communication back to APB. (Attachment II).
Discussion of Proposed Document on Basic Parliamentary Procedure

The Committee reviewed a document drafted by Chair Wiemels and Parliamentarian J. Olson which provided clarification of basic parliamentary procedure regularly used in Senate Committees to conduct business. (Attachment III). The Committee approved the document unanimously.

School of Medicine Bylaws Amendments

The School of Medicine’s proposed bylaw amendments were distributed to the Committee and Chair Wiemels assigned sections for review as follows:

- Section 1 – J. Seago and J. Guydish
- Section 2.1 Paragraph A(1)-A(2) – K. Hauer, R. Jordan
- Section 2.1 Paragraph A(3)-C(1) – T. Mauro, J. Olson
- Section 2.1 Paragraph D-G – L. Ponton, D. Ramos
- Section 2.1 Paragraph H-end – D. Carlson, R. Navarro

The Committee will discuss these bylaws at the next meeting on November 16, 2004.

The meeting adjourned at 11:20 a.m.

Meeting Attendance Record

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<th>MEMBERS</th>
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<th>11/16/04</th>
<th>1/18/05</th>
<th>3/15/05</th>
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<td>Joseph Wiemels, Chair</td>
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<td>Jean Ann Seago, Vice-Chair</td>
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<td>Joe Guydish, Adjunct Rep</td>
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<td>Karen Hauer</td>
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<td>Richard Jordan</td>
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<td>Theodora Mauro</td>
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<td>Renee Navarro, Clinical Rep*</td>
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<td>Brian Shoichet**</td>
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<td>Jean Olson, Ex Officio (UCR&amp;J Rep)</td>
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* R. Navarro removed from Committee at her request October 15, 2004
** B. Shoichet added to Committee October 5, 2004