COMMUNICATION FROM THE COMMITTEE ON RULES & JURISDICTION

Joe Wiemels, PhD, Chair

November 14, 2005

Farid Chehab, PhD, Chair
UCSF Graduate Council
Box 0134

Dear Chair Chehab,

On November 14, 2005, the Committee on Rules and Jurisdiction reviewed the proposed changes to the Regulations and Procedures of the Graduate Council. The Committee approves these changes with the following corrections or recommendations:

Section I. B.
The body of part B should be edited into one complete sentence instead of one sentence and one sentence fragment: The Committee recommends inserting a semi-colon, changing “for” to lower case, and removing the comma so that the sentence reads:

“Applicants from non-English speaking countries must, in addition, demonstrate proficiency in English; for example by obtaining the minimum score set by the Graduate Council on the test of English as a Foreign Language or an equivalent exam, or by completing one year of study with a GPA of 3.00 in a college or university in the United States.

Section II. B.
“Lapse of Status” is a formal and specific term used by registrars on UC campuses and denotes a specific condition or status. As such, this term should be retained.

The registrar’s office will lapse a student’s status if a student fails to pay registration fees by the deadline and does not respond to notices. This notation appears on the transcript. Once a person’s student status is lapsed, the person is not a registered student anymore. The student may, however, petition for readmission for a future quarter.

On occasion, a school or graduate program will notify the Office of the Registrar that a particular student will not be attending. In this circumstance, The Office of the Registrar enter a status of administrative withdrawal, and expects that the student will come to Registrar’s office eventually and fill out a petition for
a leave of absence or honorary withdrawal. In addition, a program also has the discretion to dismiss a student.

Lapsing a student’s status for nonpayment of fees is the prerogative of the Registrar because the Registrar is responsible for collecting students’ registration fees and registering them for the current quarter. Therefore removal of the consequence of lapse of status from the Graduate Council regulation may be inconsequential because the Graduate Council regulation would not affect the Registrar’s authority. Nonetheless, creating a legislative history that suggests that lapse of status is no longer a consequence for students could create confusion and may be generally counterproductive. It may also be considered to conflict with the Registrar’s prerogative.

The Committee on Rules and Jurisdiction recommends that all three possible consequences be listed in the regulation. In addition, since students petition for the term “honorary withdrawal,” not “withdrawal”; the regulation should reflect this revised status correctly. The Committee recommends the following language:

“B. A student who does not register must petition for leave of absence or honorary withdrawal. Otherwise, the student will be subject to lapse of status, administrative withdrawal, or dismissal.”

Sections IV and V should be preceded by a paragraph break.

Section V. A.
The emphatic statement needs to be qualified. Insert “with the following exceptions:”

“A. Committees appointed to supervise the research and writing of the thesis or dissertation, or to conduct the doctoral qualifying examination or comprehensive examination for the master’s degree, are composed of members of the San Francisco Division of the Academic Senate with the following exceptions:”

Section VII.C.2.
In many cases, for example within the BioMedical Sciences program, students may not have a primary department and the examination committee may be nominated or selected by a program. Given the large number of departments within this and other programs, students are not required to search for a committee member outside of the program. Rather than reinstating outdated requirements, the Committee suggests that the Graduate Division take a survey of current practices for qualifying examinations and rewrite Section C.2 to accommodate the practices of all schools.

Committee on Rules and Jurisdiction

Joseph Wiemels, Chair
Jean Ann Seago, Vice Chair
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