Committee on Rules and Jurisdiction
Patrick Finley, PharmD, Chair

Thursday, October 4, 2012
1pm-3pm
Room CL 211

AGENDA

1. Welcome and Introductions

2. Chair’s Report

3. Overview of Committee Charge and Bylaws

4. Review of Proposed Bylaw Modification: Request from the Committee on Research to modify bylaws to (1) allow representative substitutions to the University Committee on Research and Policy (UCORP) and (2) add language to incorporate the Translational Lecture, April 22, 2011 (Attachment 1)

5. Review of Proposed Bylaw Modification: Request from the Committee on Research to modify bylaws regarding the grant review process and distribution of grant funding, June 1, 2012 (Attachment 2)

6. Review of Proposed Bylaw Modification: Request from the School of Nursing to modify bylaws regarding membership of the Faculty Practice Committee, March 5, 2012 (Attachment 3)

7. Review of Proposed Bylaw Modification: Request from the Committee on Courses of Instruction to remove a statement regarding credit by examination grading language, February 21, 2012 (Attachment 4)

8. Review of Proposed Bylaw Modification: Request from the Committee on Courses of Instruction to modify bylaws regarding process for Instructional Grant Review, March 29, 2012 (Attachment 5)

9. Review of Proposed Bylaw Modification: Request from the Committee on Equal Opportunity to modify bylaws to include the Vice Chancellor of Diversity as an ex-officio member. (Attachment 6)

10. Old Business

11. New Business
Communication from the Committee on Research  
Roland Henry, PhD, Chair

April 22, 2011

Catherine Waters, RN, PhD  
Chair, Committee on Rules and Jurisdiction  
UCSF Academic Senate  
500 Parnassus Avenue, Box 0764

Re: Proposed revisions to the Bylaws governing the Committee of Research

Dear Chair Waters,

Members of the Committee of Research have recently revised the bylaws governing their committee. The proposed modifications aim to allow substitutions to the UCSF representative to the Systemwide UCORP committee. Also, the Committee has added an additional category to the Faculty Research Lectures within the last year. As such, it is adding language to the bylaws on this new category: Faculty Research Lecturer – Translational Science. The Committee as made some clerical changes to other duties.

The Committee on Research submits these modifications to the Academic Senate Committee on Rules and Jurisdiction for review and approval before submission to a vote of the full faculty.

Justifications

A. Membership  
This section has been modified to allow for substitutions to the UCSF representative to the Systemwide UCORP committee, in situations where the Chair of the UCSF Committee of Research is unable to consistently attend.

B. Duties 3-4  
These sections had clerical corrections made to them. The honor as bestowed by the Committee on Research is the Lecture, which is given by the selected lecturer.

B. Duties 4  
The title of this lecture was revised from “Distinguished Clinical Research Lecturer” to “Faculty Research Lecture-Clinical Science,” to create consistency between all three lectures.

B. Duties 5  
The Committee had created a new category of research to be honored by a Faculty Research Lecture. As such, it added language to the bylaws to include the selection of this new lecture recipient in Translational Science as part of its duties.

It is the request of the Committee on Research that the Academic Senate’s Rules and Jurisdiction Committee approve these revisions. If you have any questions, do not hesitate to contact me at roland.henry@ucsf.edu or 415..353.9406
Sincerely,

Roland Henry, PhD
Chair, Committee on Research
Committee on Research Bylaws

A. Membership: This Committee shall consist of 23 members, in addition to the Chair and Vice Chair. The composition of the Committee should include Basic, Clinical, and Social/Behavioral scientists. The Chair is an ex officio member of the University Committee on Research Policy. If unable to serve on the University Committee on Research Policy, the Chair will recommend a designee to the Committee on Committees. [Am 9 Dec 81, 20 June 86, 1 Sep 03, 18 April 11]

B. Duties:

1. To advise the Chancellor and inform the Division of budgetary need for support of research and research travel in the Division. It shall have the responsibility of making recommendations to the Chancellor regarding policy governing allocation of research funds, and other matters pertaining to research in the Division. It shall consider such applications for research funds as may be made by members of the Division and such applications for research travel grants for the purpose of attending meetings of learned societies as may be made by qualified applicants. It shall transmit to the Chancellor its recommendations concerning such applications.

2. If the Committee membership does not include faculty with sufficient expertise to review research grant applications in any year, the Committee may establish ad hoc review subcommittees. [Am 1 Sep 03]

3. To select a UCSF faculty member who has made a distinguished record in basic research, to deliver a lecture upon such topic as he or she sees fit. The member is to be designated the “Faculty Research Lecturer-Basic Science” of the San Francisco Division. [Am 1 Sep 03, 18 Nov 04, 18 April 11]

4. To select a UCSF faculty member who has made a distinguished record in clinical research, to deliver a lecture upon such topic as he or she sees fit. The member is to be designated the “Distinguished Clinical Faculty Research Lecturer-Clinical Science.” [Am 1 Sep 03, 18 Nov 04, 18 April 11]

5. To select a UCSF faculty member who has made a distinguished record in translational research, to deliver a lecture upon such topic as he or she sees fit. The member is to be designated the “Faculty Research Lecture-Translational Science.” [Am 18 April 11]
Communication from the Committee on Research
Judith Moskowitz, PhD, MPH, Chair

June 1, 2012

Patrick Finley, PharmD
Chair, Committee on Rules & Jurisdiction
UCSF Academic Senate
500 Parnassus Avenue, Box 0764

Re: Proposed Revisions to the Bylaws Governing the Committee on Research, UCSF Academic Senate

Dear Chair Finley,

Recently, the San Francisco Division’s Committee on Research (COR) reviewed its bylaws around the process of grant review and the distribution of grant funding. Members discovered there was little in the Senate bylaws on this topic.

Following a discussion at its May 21, 2012 meeting, members of the Committee on Research made modifications to pre-existing bylaws to be more specific about how COR Endowment Funds could be distributed.

The Committee on Research submits these modifications to the Academic Senate Committee on Rules & Jurisdiction for review and approval before submission to a vote of the full faculty.

Justifications

B.1. Duties
This section was divided in half. The second half of this original section was put into B.2. Original sections B.2.-B.5. where moved down to become new sections B.3.-B.6. No editorial changes were made to these sections.

B.1. Duties
The original final sentence in this section was deleted. It spoke to an old practice, no longer followed, by which the Committee on Research sent its grant recommendations to the Chancellor.

B.2. Duties
This section has been modified to specify the process by which grant applications will receive funding: “an open, competitive, peer-review process.” Language has also been added to specify that the Committee on Research funds such grant applications from Endowment Funds in particular fields of research, and only after they receive a competitive score.
It is the request of the Committee on Research that the Academic Senate's Rules & Jurisdiction Committee approve these revisions. If you have any questions, do not hesitate to contact me at moskj@ocim.ucsf.edu (Judy Moskowitz). Thank you.

Sincerely,

Committee of Research

Judith Moskowitz, PhD, MPH, Chair (Osher Center for Integrative Medicine)
Srikantan Nagarajan, PhD, Vice Chair, Professor in Residence (Radiology)
Dorie Apollonio, PhD (Clinical Pharmacy)
Laura Dunn, MD (Psychiatry)
Diana Foster, PhD (Obstetrics, Gynecology and Reproductive Sciences)
Stuart Gansky, MS, DPH (Preventive & Restorative Dental Sciences)
Judith Hahn, PhD, MA (Epidemiology)
Robert Hendren, DO (Psychiatry)
Sunita Ho, MS, PhD (Preventive & Restorative Dental Sciences)
Gary Humfleet, PhD (Psychiatry)
Laura Julian, PhD (Rheumatology)
Celia Kaplan, DPH (General Internal Medicine)
Susan Kools, RN, PhD, FAAN (Family Health Care Nursing)
Kirby Lee, PharmD (Clinical Pharmacy)
Wu Li, PhD (Orofacial Sciences)
Ralph Marcucio, PhD (Orthopaedic Surgery)
Janet Myers, PhD, MPH (Medicine/CAPS)
Vineeta Singh, MD (Neurology)
Michael West, MD, PhD (Surgery)
Duan Xu, PhD (Radiology)
Communication from the School of Nursing Faculty Council  
Jyu-Lin Chen, RN, PhD, Chair  

March 5, 2012  
Patrick Finley, PharmD, Chair  
Committee on Rules and Jurisdiction  
UCSF Academic Senate  

Re: Proposed Modifications to the Bylaws of the UCSF School of Nursing: Part IX: Standing Committees, Section 27. E. 1. Regarding Membership of the Faculty Practice Committee  

Dear Chair Finley,  

At the October 14, 2011 meeting, the School of Nursing Faculty Council reviewed and approved a request from the Faculty Practice Committee to further define their membership criteria in the School of Nursing bylaws as follows:  

27. e. The Faculty Practice Committee  

1. Membership:  

“The Faculty Practice Committee shall consist of the following members, without regard to Academic Senate membership: the directors of each of the School of Nursing’s faculty practices and one representative from each department that does not have a director of a faculty practice (if any); and one representative from the School of Nursing administration, and one from the Medical Center Nursing Administration to be identified by the Dean.” [Am 10/10]  

Justification:  

Right now Maureen Doherty from the Medical Center is an active and important member and serves as the representative from the Nursing administration; however the Faculty Practice Committee does not believe that is a replacement for a SON Nursing Administration representative identified by the Dean. We feel that in addition to having a representative from the Medical Center Nursing administration, it is important to have a School of Nursing Administration representative. Chris Miaskowski has been attending the Faculty Practice meetings and providing excellent support, and she has agreed to continue working with us in that capacity.  

The School of Nursing Faculty Council has reviewed and approved this request, and hereby submits the proposed bylaw modification for review and approval by the Academic Committee on Rules and Jurisdiction. You may contact the School of Nursing Faculty Council via Carolyn Wylie in the Office of the Academic Senate at carolyn.wylie@ucsf.edu or you may contact me directly at Jyu-lin.chen@nursing.ucsf.edu.  

Respectfully submitted,  

Jyu-Lin Chen, RN, PhD  
Chair, School of Nursing Faculty Council
Communication from the Committee on Courses of Instruction  
C. Anthony Hunt, Ph.D., Chair

February 21, 2012

Patrick Finley, PharmD
Chair, Committee on Rules and Jurisdiction

Re: Removal of a Statement regarding Credit by Examination Grading Language

Dear Chair Finley,

In preparation for a site visit by The California Board of Registered Nursing (BRN), the School of Nursing has noted that a statement on the UCSF Office of the Registrar website does not reflect the current policy of the School. For the MEPN pre-licensure year, the School of Nursing is required to have a challenge procedure. The BRN policy states “Grading practices for the credit by examination option when given shall parallel criteria for course work”. The MEPN courses are awarded a letter grade, not P/NP.

Therefore, the School of Nursing has requested that the statement, “Nursing students may receive only P/NP grading by examination”, be removed along with any policy which may have served as the impetus for such language from the OR’s website, http://registrar.ucsf.edu/student-records/examination. It should also be noted that there is no documentation in the School of Nursing, Academic Senate Committee on Courses of Instruction, or in the Office of the Registrar that indicates the need for this statement. This would bring the MEPN program in line with the policy of the California Board of Registered Nursing.

Grading for the School of Nursing is regulated by the Bylaws of the San Francisco Division, SFR 775. The term “Nursing students” does not appear in any Academic Senate document, except those regulations which provided oversight of the School’s no-longer-offered baccalaureate nursing program and BS/MS program/students. In reviewing those regulations, there is no language specifying nurses can only receive P/NP grading by examination.

The courses for MEPN have already been approved to reflect a letter grade. Removal of this statement would bring the MEPN program policies on credit by examination in line with those of UCSF and the California Board of Registered Nursing.

Sincerely,

C. Anthony Hunt,
Chair, Committee on Courses of Instruction

CC: Robert Newcomer, Chair, San Francisco Division of the Academic Senate
Heather Alden, Executive Director
Susan Promes, Vice Chair, Committee on Courses of Instruction
Howard Pollick, Committee on Courses of Instruction
Senate Staff:
Kathleen Dargan
Kate.dargan@ucsf.edu  415-476-1308
Communication from the Committee on Courses of Instruction
C. Anthony Hunt, Ph.D., Chair

March 29, 2012

Re: Proposed Change to the Process for Instructional Grant Review, Bylaw 145.B.2

Dear Chair Finley,

The Academic Senate Committee on Courses of Instruction (COCOI) is requesting a change to the current procedures for reviewing Instruction Improvement Grants. UC San Francisco Division Bylaws for Committee on Courses of Instruction 145.B.2 state that the Committee, in conjunction with a representative from the Library, will review and make recommendations for awarding Instruction Improvement Grants during the academic years. The Committee is requesting a change to reflect the deletion of the second duty as follows:

Duties:

1. The Committee shall be concerned primarily with the coordination and review of individual courses of instruction. It shall make full use of appraisals and recommendations of appropriate committees of the Schools of the Division and advise them at its discretion on the following matters: The formal and final approval of new courses of instruction, desirable modifications in courses already approved, the approval of special prerequisites of major subjects, the withdrawal or retention of courses, the credit valuation of courses, the classification of courses, and any other matters germane to courses of instruction.

2. The Committee, in conjunction with a representative from the Library, will review and make recommendations for awarding Instruction Improvement Grants during the academic year. [Am 1 Sep 03]

The justification for this change is that the Library and the new Center for Innovation in Interprofessional Health Education, directed by Scott Reeves, have partnered to review these grants and has assigned seven faculty members with expertise in Interprofessional Health Education to review any future grant proposals. 2012 Memo: Change to IPHE Grant Review Process.docx

The Committee on Courses of Instructions reviewed and approved the change on March 13, 2012.

Sincerely,

C. Anthony Hunt,
Chair, Committee on Courses of Instruction

CC: Robert Newcomer, Chair, San Francisco Division of the Academic Senate
    Heather Alden, Executive Director

Senate Staff:
Kathleen Dargan
Kate.dargan@ucsf.edu  415-476-1308
Committee on Equal Opportunity
Eliseo J. Pérez-Stable, MD, Chair

June 15, 2012

Patrick Finley, PharmD, Chair
Committee on Rules and Jurisdiction

Re: Proposed Modification to the Bylaws – Committee Membership

Dear Chair Finley,

The Committee on Equal Opportunity would like to propose a change in its bylaws regarding membership to include the Vice Chancellor of Diversity and Outreach as an ex-officio member.

122. Committee on Equal Opportunity

A. Membership: This Committee shall consist of at least ten members.
1. The membership shall include at least one representative from each of the Schools and the Graduate Division. [Am 5 June 91, 1 Sep 03]
2. A member of the Committee on Privilege and Tenure and a member of the Committee on Academic Freedom shall serve as ex officio members. [Am 1 Sep 03]
3. The Director of the Office of Affirmative Action/Equal Opportunity/Diversity or his/her designee shall serve as a non-voting ex officio member. [Am 1 Sep 03]
3.4. The Vice Chancellor of Diversity and Outreach shall serve as a non-voting ex-officio member.
4-5. The membership shall include at least one appointee from the Clinical and one from the Adjunct series. [Am 1 Sep 03]
5-6. All members shall be voting members except when proscribed by Academic Senate bylaws and regulations. [Am 1 Sep 03]
6-7. A quorum shall consist of five voting members. [Am 1 Sep 03]

Justification
The position of Vice Chancellor of Diversity and Outreach was created last year. As such, all campus diversity initiatives are now housed within the Office of Diversity and Outreach (ODO). In order to ensure collaboration and effective communication between the ODO and the faculty, it is important to the Committee that the Vice Chancellor has a permanent seat on the Committee.

I respectfully submit this proposal on behalf of the Committee on Equal Opportunity.

Sincerely,

Eliseo J. Pérez-Stable, MD
Chair, Committee on Equal Opportunity

Senate Staff:
Shilpa Patel, Senior Analyst
shilpa.patel@ucsf.edu; 415/514-2696