January 4, 2014

Patrick Finley, PharmD
Chair, Committee on Rule & Jurisdiction
Via email: finleyp@pharmacy.ucsf.edu

Re: Proposed Changes to Division Bylaw 160. Committee on Faculty Welfare

Dear Chair Finley,

The Committee on Faculty Welfare (CFW) recently received and reviewed proposed bylaw revisions to Division Bylaw 160, from the UCSF Academic Senate Bylaw Review Task Force. Upon discussion at the December 5, 2013 CFW meetings, the Committee is proposing the below amended bylaw revisions to Division Bylaw 160.

Current Bylaw
160. Committee on Faculty Welfare
   A. Membership: This Committee shall consist of seven members, including one emeritus member. Its Chair shall be an ex officio member of the University Committee on Faculty Welfare. [Am 2 June 87]
   B. Duties:
      1. It shall report to the Division from time to time on any matters of University welfare not assigned to other standing committees of the Division.
      2. To consider matters which concern the Division as regards housing, parking, health, childcare, retirement benefits, and general welfare of the faculty, professional research staff, and students of the San Francisco Campus. [Am 1 Sep 03]
      3. To provide oversight to the Academic Senate Executive Office, whose duty it shall be: [Am 1 Sep 03]
         a. To review memorial resolutions for deceased members of the San Francisco Division.
         b. To receive and edit such resolutions so prepared and to be generally responsible on behalf of the Division for the preparation and publication of commemorative statements concerning the lives and service to the University of members of the Division.

Proposed amendments
160. Committee on Faculty Welfare
   A. Membership: This Committee shall consist of seven members, including one emeritus member. The Chair or other designated member shall serve on its Chair shall be an ex-officio member of the University Committee on Faculty Welfare. [Am 2 June 87]
   B. Duties:
      1. It shall report to the Division from time to time on any matters of University welfare not assigned to other standing committees of the Division.
      2. To consider matters which concern the Division as regards housing, parking, health, childcare, retirement benefits, and general welfare of the faculty and professional academic research staff and students of the San Francisco Campus. [Am 1 Sep 03]
      3. To provide oversight to the Academic Senate Executive Office, whose duty it shall be: [Am 1 Sep 03]
         To review memorial resolutions for deceased members of the San Francisco Division.
         To receive and edit such resolutions so prepared and to be generally responsible on behalf of the Division for the preparation and publication of commemorative statements concerning the lives and service to the University of members of the Division.3. To review regularly and comment on as needed the Faculty Handbook for Advancement and Promotion at UCSF. The Committee
should consult with other Divisional committees, campus committees, and administrative bodies regarding this handbook as appropriate. [Am 1 Sep 03]

**Statement of Purpose and Justification for Proposed Amendments**

In 2012, then-Division Chair Robert Newcomer convened the UCSF Academic Senate Bylaw Review Task Force to review the existing bylaws governing the San Francisco Division of the Academic Senate to propose administrative and substantive updates. The administrative review process corrected outdated references, grammar and other non-substantive issues. It was completed and approved by the Committee on Rules and Jurisdiction in March 2013.

The above proposed bylaw revisions are made after discussion with the Bylaws Review Task Force.

The amendments proposed above include:

1. Language that a designee other than the committee chair may represent UCSF at the University Committee on Faculty Welfare meetings, consistent with the practice of other UCSF Academic Senate committees.
2. Delete language referencing non-faculty groups on campus.
3. Delete language referencing the In Memoriam process, which has not been acted upon for a number of years due to no reliable source of information regarding deceased faculty members.
4. Introduce language assigning responsibility for the Faculty Handbook to the committee.

The Committee on Faculty Welfare thanks you for your review of these proposed changes.

Sincerely,

**UCSF Academic Senate Faculty Welfare Committee**

Paul Green, PhD, Chair
Leah Karliner, MD, Vice Chair
Elissa Epel, PhD
Melvin Grumbach, MD, Emeritus Member
Thomas Lowe, MD
Molly Newton, DDS, MA
Octavia Plesh, DDS, MS
Roberta Rehm, RN, PhD, FAAN
Shuvo Roy, PhD