Committee on Rules and Jurisdiction
Jae Woo Lee, MD, Chair

Tuesday, January 20, 2015
10am-12pm
Room S 174, Parnassus

AGENDA

1. Chair’s Report

2. Charge from Academic Senate Chair Chehab to R&J Committee to determine bylaws change regarding annual disbursement of the Chancellor’s Funds through Senate Standing Committees. Options include: (Attachments 1-2)
   a. Inserting into Division Regulations
   b. Inserting into individual Senate Standing Committees

3. Request from Graduate Council in re proposed Posthumous Degree Policy (Attachment 3)

4. Chancellor’s Funds – Rules & Jurisdiction Allocation and Distribution/Focus (materials handed out at meeting)

5. Old Business

6. New Business
112. Committee on Academic Planning and Budget

A. Membership
   1. This Committee shall consist of at least eleven and not more than nineteen members of associate rank or higher, excluding ex officio members. At least one Senate member from each School will be on the Committee. Up to four members can be from the Clinical or Adjunct Series. The membership should reasonably reflect UCSF’s broad spectrum of geographical locations and of teaching, clinical, and research activities. [Am 1 Sep 03, 18 Nov 2004]
   2. The Vice Chair of the Division and the Vice Chancellors for Administration and Finance, University Advancement and Planning, and Academic Affairs shall serve as ex officio members. [Am 2 June 92, 1 Sep 03]
   3. All members shall be voting members except when proscribed by Academic Senate Bylaws and Regulations. [Am 1 Sep 03]
   4. No standing Dean, Associate Dean, or Department Chair shall serve as a member of the Committee. However, individuals previously holding these positions may be Committee members. [Am 1 Sep 03]
   5. The Chair of the Committee shall serve a two year term as Chair. [Am 18 Nov 2004]

B. Duties:
   1. To confer with and advise the Chancellor and Administrative officers on policy and matters regarding budgets, resource allocation, academic planning, physical planning, and general assignment of teaching space.
   2. To initiate studies with regard to budget and planning on proposed activities that would significantly impact the academic and research mission of the campus as a whole or any two of the Schools. [Am 1 Sep 03]
   3. To maintain liaison with other committees of the Division, Chancellor-appointed committees and Faculty Council of the Schools on matters related to budget, resource allocation, academic planning, and physical planning. [Am 1 Sep 03]
   4. To make recommendations to the Chancellor and Academic Senate agencies concerning allocation of educational resources, academic priorities, and the planning and budgetary process. [Am 1 Sep 03]
   5. To make recommends for disbursement of the annual Chancellor’s Fund for the benefit of faculty life, based on proposals received and reviewed within the academic year by Committee members.
ATTACHMENT 2

Chapter II MEMBERSHIP, POWERS AND DUTIES

7. Areas of responsibility

A. The following shall be considered as among the matters requiring action only by the San Francisco Division of the Academic Senate. [Academic Senate Bylaws 310, 312]
   1. Matters other than those mentioned under Section 7.B (below) which concern Faculties situated within the jurisdiction of only this Division provided that parallel Colleges or Schools do not exist within the jurisdiction of other Divisions.
   2. In the case of parallel Colleges or Schools situated within the jurisdiction of more than one Division of the Academic Senate, matters pertaining to each College or School shall require action only by the Division immediately concerned, except in such matters as are mentioned under Section 7.B (below).
   3. Matters concerning curricula offered within the jurisdiction of only the San Francisco Division of the Academic Senate.

B. The following shall be considered matters of such general concern as to come within the jurisdiction of the Academic Senate through the Assembly: [Academic Senate Bylaws 310, 311]
   1. Requirements for admission to undergraduate status and minimum requirements for admission to graduate status.
   2. General regulations such as those concerning registration, residence, minimum unit requirements for degrees and certificates; general requirements for the Bachelor's Degree (including military training and Subject A); general regulations concerning the grade point system, credit for courses and examinations; University Extension policy; general regulations concerning disqualification and reinstatement of delinquent students.
   3. Matters other than 1 and 2 above, involving inter-relationships of parallel Schools or Colleges in two or more Divisions.

C. Authorization of Courses, Curricula, and Higher Degrees: The San Francisco Division authorizes and supervises all courses of instruction and curricula in the schools and in the Graduate Division at San Francisco. A proposal by the Divisional Graduate Council for a new program for an existing degree may be transmitted directly to the Coordinating Committee on Graduate Affairs. A proposal by the Divisional Graduate Council for a new graduate degree may be transmitted to the Coordinating Committee on Graduate Affairs only after approval by the Division.

D. Curricular Changes: No change in the curriculum of a School at San Francisco may be made by the Division until the matter has been formally considered by the Faculty concerned. [Academic Senate Bylaw 51]

E. Recommendation of Candidates: The San Francisco Division will recommend to the President of the University all candidates who have completed the requirements for degrees in a School, College or Graduate Division, which are subject to its jurisdiction. [Divisional Bylaw 95 (D)] This duty may be delegated to a committee of the Division or one of its officers.

F. Disbursement of Chancellor’s Funds: The San Francisco Division will allocate through recommendations of the Standing Committees, and subsequent ratification of proposed Business Plan by the Academic Planning & Budget Committee, the annual funds given by the Chancellor's Office for the benefit of faculty and faculty life.
Communication from the Graduate Council
Karen Duderstadt, Chair

January 15, 2015

Jae Woo Lee, MD
Chair, Committee on Rules and Jurisdiction
Office of the Academic Senate, Box 0764

Re: Proposed Modification to the Graduate Division Regulations within the Bylaws of the Academic Senate

Dear Chair Lee,

The UCSF Graduate Council is requesting the addition of its Posthumous Degree Policy to the Regulations of the Graduate Council, Appendix II of the Bylaws, Regulations and Appendices of the University of California, San Francisco Division of the Academic Senate.

Proposed Language:

X. **Posthumous Degree Policy.** In rare cases, the Graduate Division will find itself with the prospect of awarding a posthumous degree. The awarding of such degrees will adhere to the following guidelines.

A. A formal request for a posthumous Ph.D. or Master’s degree should be initiated by a family member, a faculty member, a dean, or a fellow student. If the request is not made by a family member, the family should be contacted and found to be receptive to the possible award.

   If, in the opinion of the student’s advisor, the dissertation is more than 50% complete, the Graduate Dean may elect to approve a posthumous PhD degree. If a doctoral student dies before all the degree requirements are met and the dissertation submitted, a posthumous master’s degree would be appropriate.

   If a master’s student successfully completes one year of coursework and/or passes a qualifying examination, the Graduate Dean may elect to award a posthumous master’s degree.

B. Degrees awarded posthumously should be noted in the Commencement program, and a member of the deceased student’s family will be permitted to participate in the exercises. The student’s diploma should be released or mailed to the person legally authorized to manage the deceased student’s affairs. The posthumous nature of the award will be indicated on the diploma and on the student’s official transcript.
This policy was reviewed in 2015 by Graduate Council and approved. It is to be included in Appendix II, Regulations of the Graduate Council.

It is the request of the Graduate Council, that the Academic Senate’s Rules and Jurisdiction Committee approve the addition. The inclusion of this policy in the Graduate Council by-laws will align with other UC schools that have policies included in their bylaws. If you have any questions, please contact me or Senate Analyst, Kathleen Dargan, kate.dargan@ucsf.edu.

Sincerely,

Karen Duderstadt PhD, RN, NP
Chair, UCSF Graduate Council