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

MINUTES  
January 20, 2015

PRESENT:  Jae Woo Lee, Catherine Waters, Marek Brzenski, Douglas Carlson (ex officio), and Anne Slavotinek (ex officio)

ABSENT:  Gary Armitage, Michele Bloomer

The Committee on Rules & Jurisdiction was called to order by Chair Lee on January 20, 2015 at 10:00am in room S-174. A quorum was present.

Chair’s Report
None

Discussion of Posthumous Degree Policy (Graduate Division)
The Rules & Jurisdiction Committee (RJC) discussed the policy as provided by the Graduate Council. Similar policies currently exist in each School, but none exists for students within the Graduate Division.

RJC members reviewed and approved the policy as authored.

They recommend it be put on a future agenda for the Senate’s Coordinating Committee for their review and approval, then included in an upcoming Senate Division Meeting for final approval. (Attachment 1)

Discussion of R&J Portion of the 2014-2015 Chancellor’s Fund  
The Rules & Jurisdiction Committee discussed potential disbursement ideas of the Chancellor’s Fund. The committee has roughly $20,000 to use as it wishes.

Committee members proposed the following four ideas for pursuit during this or future academic years:

1. Enhancing child/elder care through Bright Horizons
2. Developing more robust pathways for faculty to find answers to legal or regulation matters (i.e. mortgage loan assistance and who’s eligible)
3. Developing lecture series focused on financial planning for faculty (how to plan for children’s college; how to plan for retirement)  
   a. Of particular interest for both 2 and 3 are developing more robust ways to disseminate information to the faculty
4. Promoting healthy lifestyle for faculty – especially those outside of Parnassus

Of these four ideas, this current academic year, RJC would like to see its share of the Chancellors Fund put towards the first idea.

In speaking with UCSF Family Services, they advised that an additional $20,000 would provide for Priority Enrollment for four spaces in the Kansas Street facility. This does not provide a discount for service but allows for four faculty children to be first in line as new enrollments are made in the center.
RJC members further request that this additional funding be an annual donation to UCSF Family Services and Bright Horizons.

**Discussion of Chancellor’s Fund Allocation**

RJC members discussed the creation of bylaws related to disbursement of Chancellor’s Fund. They also discussed ideas of process and use for funds this cycle and in the future.

On the topic of creation of bylaws for Chancellor’s Fund disbursement

RJC reviewed the Division Regulations & Bylaws and then those of various Standing Committees. RJC members determined that final decisions related to use of the Chancellor’s Fund should remain within the Standing Committees, and not be made open to a Division vote.

RJC concluded that adding bylaw language into the Standing Committee/Faculty Council bylaws is the correct pathway. It will separately draft a communication to the Chairs of the Standing Committees to request they put this on their agenda for 2015-2016 academic year.

On the topic of bylaws content

Within this determination, RJC further recommends that any new bylaws include language about process for soliciting ideas, and development of budget, and final approval of Chancellor’s Fund budget breakdown.

Overall, individual Standing Committees were seen as the viable bodies to develop and provide ideas. If Standing Committees are clustered by topic – Education, Research, etc. – then those groups can narrow down the ideas and the budget. The Coordinating Committee was seen as being the final body that should approve a comprehensive business plan.

However in the case of the Coordinating Committee being unable to determine a single supporting Plan – a five-member task force should be created to:

1. Determine the final budget breakdown based off of proposed ideas put forth by Standing Committees
2. That final budget should then be routed to APB Committee for ratification
3. The assigned task force should further determine key areas of focus for the future years’ Chancellor’s Fund

RJC proposes that if a task force is created:

1. A representative from each School should sit on the task force with a final member appointed as Chair
2. No task force member can be a current member of a Standing Committee
3. This task force could meet on an expedited schedule to determine the final budget and then have the Academic Planning & Budget committee ratify it.

**Old Business**

None.

**New Business**

None.

Chair Lee adjourned the meeting at Noon