

December xx, 2015

Todd Giedt, Executive Director
UCSF Academic Senate Office
500 Parnassus Avenue, MUE 231
San Francisco, CA 94143

Re: Divisional Bylaw 85B: Selection and Composition: Composition of Committees

Dear Executive Director Giedt:

Pursuant to Division Bylaw 120(B)(5), the Committee on Rules & Jurisdiction reviewed Divisional Bylaw 85B in comparison to Systemwide Bylaw IV.128H as pertains to membership on Standing Committees of faculty with other non-Senate administrative duties. Committee members discussed on the May 27, 2015 conference call.

Bylaws in question read:

- **Divisional (UCSF) Bylaw 85B:** *Composition of Committees: Committees may be constituted of a combination of ex officio, elected, or appointed members. Ex officio members, Chairs, and Vice Chairs may vote and exercise the same powers as other members, unless limitations are imposed when the committee is established. Some committees may be restricted to faculty without administrative appointments (which are defined as Dean, Vice Dean, Assistant Dean, Associate Dean, or Acting Dean). [Am 1 Sep 03]*
- **Systemwide Bylaw IV.128H:** *Members holding an administrative position higher than department chair may not serve as members of Assembly committees. However, Department Chairs may serve on Assembly Committees, with the exception of the Committee on Academic Personnel, the Committee on Academic Freedom and the University Committee on Privilege and Tenure.*

The Committee on Rules & Jurisdiction recommends UCSF Division of the Academic Senate change its Bylaw 85B to be more consistent with Systemwide IV.128H.

Doing so will eliminate potential conflicts of interest and likewise appearance of conflicts of interest for those faculty who also hold administrative positions within their respective Departments or Schools. It will also clarify for the Senate's Committee on Committees who is eligible for appointment on which Academic Senate Standing Committees.

The proposed amendments to Divisional Bylaw 85B read as follows:

- **Divisional (UCSF) Bylaw 85B:** *Composition of Committees: Committees may be constituted of a combination of ex officio, elected, or appointed members. Ex officio committee members, committee Chairs, and committee Vice Chairs may vote and exercise the same powers as other members, unless limitations are imposed when the committee is established. Separately, Department Chairs may serve on Senate Standing Committees, with the exception of the Committee on Academic Personnel, the*

*Committee on Academic Freedom and the University Committee on Privilege and Tenure. Some committees may be further restricted to faculty without administrative appointments (which are defined as *Dean, Vice Dean, Assistant Dean, Associate Dean, or Acting Dean*). [Am 1 Sep 03; Am 2 June 15]*

The proposed amendments must be approved by a vote of the Division, and subsequently reviewed by the University Committee on Rules & Jurisdiction before they may go into effect.

Sincerely,

Committee on Rules & Jurisdiction

Marek Brzezinski, MD, PhD, Chair

Linda Angin, DDS

Dorothy Apollonio, PhD

Michele Bloomer, MD

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Mark Seielstad, PhD

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