

December 22, 2016

Ruth Greenblatt, PhD, Chair
UCSF Academic Senate
500 Parnassus Avenue, MUE 231
San Francisco, CA 94143

Re: Discussion of Bylaws of New Standing Committee on Space and Academic Planning & Budget Committee

Dear Chair Greenblatt:

Pursuant to Division Bylaw 120(B)(5), the Rules & Jurisdiction Committee (RJC) reviewed the duties as specified by bylaws of the proposed standing Committee on Space Planning Committee (CSP) and compared them to the duties as stated by bylaws of the standing Academic Planning & Budget Committee (APB). Members of RJC reviewed the bylaws with a focus on whether current language in the CSP bylaws overlapped with the APB charge as related to space.

Bylaws in question between the two committees read as follows:

112. Committee on Academic Planning and Budget

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]

185. Committee on Space Planning

B. Duties

1. Set principles and goals to guide UCSF space planning efforts and initiatives, maintenance of existing infrastructure, and philanthropic campaigns.
2. Consult with the administration and stakeholders over all space utilization policies, including setting criteria for the assessment of the value of space utilization, as well as underutilized space, which is subject to reallocation.
3. Coordinate Senate efforts and input into UCSF space planning committees and subcommittees, including strategic planning, the development and planning of new buildings, and modifications to existing buildings and structures.

4. Report quarterly to the Executive Council and annually to the Division on UCSF space planning, as well as related policies and initiatives.
5. To consider and report upon such matters as may be referred to it by the President of the University, the Chancellor, the Division, any Faculty Council, or other committee of the Division. [En 26 Jul 16]

Following discussion, RJC members agreed that the language in 185B when compared with the duties of 122B could cause confusion, but disagreed that the former infringed on the latter. RJC determined that the pre-existing APB bylaws (122B) spoke to broad discussions on space and space planning, and were clearly distinct from the CSP (185B) bylaws which specified a granularity of focus that APB would be unable to delve into with its other four charges.

RJC members also determined that the topic of space at UCSF needed to be elevated to a consolidated committee, rather than having multiple different committees discussing the topic separately.

As currently authored, APB bylaws govern teaching space, and both physical planning and resource allocation. These umbrella topics include numerous discussions within them separate from space – a topic that APB itself subsumed into a subcommittee in recent years.

The issue of space at UCSF is too important to be contained in a standing committee subcommittee that meets every other month. We support the creation of the separate Space Planning Committee within the Academic Senate.

Committee members do encourage the CSP bylaws to add language mirroring APB's 122B.3 regarding "To maintain liaison with other committees of the Division, Chancellor-appointed committees, and Faculty Council of the Schools on matters related" to space.

RJC further requests that Senate Chair Greenblatt and Executive Director Giedt work with the members of the Academic Planning & Budget Committee to clarify bylaw duties between the two committees. RJC will review at a later date, if so requested.

Sincerely,

Committee on Rules & Jurisdiction

Marek Brzezinski, MD, PhD, Chair
Linda Angin, DDS
Dorothy Apollonio, PhD
Michele Bloomer, MD
Sheila Brear, BDS

Mark Seielstad, PhD
Katherine Yang, PharmD, MPH
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