Committee on Rules and Jurisdiction
Mark Seielstad, PhD, Chair

ANNUAL REPORT
2018-2019

Primary Focus Points for the Year:

- Review and Interpretation of UCSF Bylaws as requested by other Senate Standing Committees and Councils. Rules & Jurisdiction Committee (RJC) members reviewed eight items of business:

    i. Bylaw and Regulations revisions for School of Dentistry Faculty Council

        1. Commence review of both bylaws and regulations for School of Nursing Faculty Council. To be completed in 2019-2020

    ii. Senate Office Bylaw Audit

        1. Review and approval of proposed editorial corrections to bylaws and regulations

        2. Review and respond/approve on proposed committee/council substantive revisions to bylaws and regulations proposed by the Senate Office, and approved subsequently by the respective committee/council.

- Support of the Chancellor's Senate Faculty Academic Renewal Funds to fund the Community Service & Volunteering Awards to support faculty participating in non-clinical volunteer activities in their community off-site of UCSF.

2018-2019 Members

Mark Seielstad, PhD, Chair
Katherine Yang, PharmD, MPH, Vice Chair
Linda Angin, DDS (SOD)
Spencer Behr, MD (SOM)
Sheila Brear, BDS (SOD)
Jahan Fahimi, MD, PhD (SOM)
Mary Lynch, RN, MPH, MS, FAAN (SON)
Elaine Tseng, MD (SOM)

Ex-Officio Members
Doug Carlson, JD, Registrar
Jae-Woo Lee, MD, Parliamentarian

Number of Total Meetings: 5; electronic discussion as needed
Senate Analyst: Alison Cleaver

https://senate.ucsf.edu/committee/13

Going Forward

Pending issues for the Academic Senate Committee on Rules and Jurisdiction to carry forward into 2019-2020:

- Continued review of proposed bylaw revisions
- Working with SON on revision of bylaws and regulations
- Academic Senate Office is continuing their audit of bylaw/regulations in 2019-2020. This will result in new business for RJC come fall 2019 at the earliest.

Divisional Business

- Faculty Council Inquiries:

  a. RJC was asked to determine a process for voting off excess ex officio members in situations where there is an imbalance of ex officio and voting members on a Faculty Council. In particular, when there are no ex officio volunteers willing to exit and the School's Department Chairs have voted against adding an additional voting faculty member.

  b. Are ex officio members included as part of the quorum? The UCSF Senate Office uses Sturgis The Standard Code of Parliamentary Procedure as a basis for its office, committee, and council processes. In reviewing Sturgis on this topic, there is no clear definition. Quorum is simply established by the number of voting members present. So if ex officio members are considered to be voting, then they are included in the quorum.

    i. A way around this issue, RJC opined, is to set quorum at an arbitrary number, which allows the committee to conduct voting business even in the absence of ex officio members.

- Registrar's Office Inquiry:

  a. SF Regulation 775(G)(2): Do the last two sentences in subsection 2 actually go with the broader 775(G), and subsequently should be moved?

  b. Upon discussion, RJC members agreed with the Registrar's Office and determined that these two sentences should be moved up in the primary overview language in 775(G) and not be included in subsection 2. (Appendix 5)

Appendices

- SOD Faculty Council request for RJC Review regarding Divisional Regulation SFR 779 Grades—Candidates for the DDS Degree (Appendix 1)

- SOD Faculty Council request for RJC Review regarding Divisional Regulations of the Faculty of the School of Dentistry, Sections 1-5 (Appendix 2)

- RJC Communication to EQOP Chair in re proposed revisions to Bylaw 122.A.2. (Appendix 3)

- RJC Communication to APB Chair in re proposed revisions to Bylaw 112.A.2-4 (Appendix 4)

- RJC Communication to Registrar's Office on their inquiry about SF Regulation 775(G) (Appendix 5)

- RJC Communication to UCSF Senate Chair Teitel on Use of Chancellor's Senate Funds for Development of a Community Service & Volunteering Fund (Appendix 6)