

## **Committee on Rules, Jurisdiction, and Elections 2017-18 Annual Report**

To: Academic Senate, Santa Cruz Division

The Committee on Rules, Jurisdiction, and Elections (RJ&E) met two times during each quarter in 2017-18. This report summarizes the committee's work during the year.

### **I. Advice and Interpretation of Legislation**

#### **Proposed Amendments to Divisional Senate Regulations 10.2.3.1 and 10.5.2**

RJ&E reviewed the proposed amendments to divisional Senate Regulations 10.2.3.1 and 10.5.2, which specify the undergraduate composition course requirements and entry-level writing requirements. The committee found no issues of compliance or conformance with existing Senate policies.

#### **Proposed Amendments to Systemwide Senate Bylaw 128**

RJ&E reviewed the proposed addition to systemwide Senate Bylaw 128. The amendment outlines a multi-layer process for addressing a Conflict of Interest (COI) on systemwide Senate committees, subcommittees, and task forces. After carefully considering the language of the amendment, RJ&E found no issues of compliance or conformance with existing policy. Even though SB 128 applies narrowly to committees of the Assembly and does not supersede divisional bylaw SCB 13.4.6, this amendment provides clear and useful guidelines for handling conflicts of interest, in the absence of guidance from the Standard Code of Parliamentary Procedure.

#### **Second Review: Systemwide Review of Proposed Revised Academic Personnel Manual (APM) - §§285, 210-3, 133, 740 and First Review of Proposed Revisions to APM §§ 135 and 235**

RJ&E reviewed a second round of proposed revisions to Academic Personnel Manual (APM) §§285, 210-3, 133, 740, 135, and 235, submitted to the Academic Senate for systemwide review by the University of California Office of the President (UCOP). The committee had reviewed the first round of proposed amendments on May 7, 2017 without the amendments to APM §§ 135 and 235. RJ&E concurred that the proposed revisions of § 285-20.a, b do not conform to Regents Standing Order 105.1(a) regarding the membership of the Academic Senate. UCOP intends to request a change in the Standing Orders to include part-time SOE appointees in Senate membership, and the proposed revisions are subject to that change. The committee found no other formal issues of compliance or conformance with existing policy, inclusive of the additional APM subsections.

RJ&E did take note of two unusual policy points in the cover letter that fall outside the scope of the proposed APM revisions. First, the committee took note of the proposal to give sabbatical credit retroactively based on years of service in the SOE series. Second, the possible revisions to Regents Standing Order 105.1, regarding Senate membership for part-time SOE appointees, are of interest to the Senate.

## **II. Rulings and Advice on Senate Policy and Process**

### **Academic Literacy Proposal**

Committee on Rules, Jurisdiction, and Elections discussed request for advice on the Academic Literacy Proposal from the Committee on Educational Policy (CEP). The first question touched on Senate faculty oversight of the Core (College 1) courses in the ten colleges. Oversight of the courses in each college is the responsibility of the Senate faculty of the college (SB 50 and RSO 105.2(b)), with the college provost playing a role analogous to that of a department chair (CAPM 308.240). This is similar to the oversight responsibility of principal faculty in a program of study. The college faculty can delegate portions of its authority to its executive officers, as provided by SB 50, but the committee advised that the faculty cannot delegate its curricular authority to a single member, even the provost. This would violate the letter of SB 50 and the spirit of faculty consultation. One possible solution is to delegate curricular authority in each college to the provost and Chair of the Faculty, who may then coordinate changes with other colleges in a consultative body, such as the Council of Provosts.

The second question focused on the existing general education requirements for composition courses. SCR 10.2.3.1(a) specifies completion of “a sequence of two five-credit hour courses or the equivalent in composition and rhetoric” as a general requirement for a Bachelor’s degree. The proposed curriculum, which shows a single Writing 2 course for the majority of students, required an amendment to SCR 10.2.3.1(a) to specify “one five-credit hour course.”

### **Draft Academic Programs and Units: Policy and Procedures Governing Establishment, Disestablishment, and Change**

RJ&E reviewed the draft Academic Programs and Units: Policy and Procedures Governing Establishment, Disestablishment, submitted for Senate review by the Vice Provost of Academic Affairs Herbert Lee. After a careful reading of the document the committee found no issues of conformance with existing systemwide or divisional bylaws, regulations or policies.

### **Request for Advice on non-Senate faculty participation in ladder-rank personnel cases**

RJ&E reviewed, upon request, a specific department’s policy of non-Senate faculty attending meetings where personnel cases are discussed. It is normal practice in that department to have non-Senate faculty dismiss themselves from faculty meetings when ladder-rank personnel cases are discussed and voted upon. The question is whether non-Senate faculty can attend the meetings and offer input without voting.

RJ&E advised that the policy statement in CAPM 100.500 (Appendix A) is still in force and has not been superseded. This policy prohibits access to confidential personnel records, and participation in the confidential personnel process, to anyone other than the eligible voting Senate faculty. The policy does not preclude informal input from non-Senate personnel on certain non-confidential parts of the process, in advance of the Senate members’ separate discussion and voting.

### **Draft Revised Presidential Policy on Supplement to Military Pay – Four-Year Renewal**

RJ&E reviewed the draft revised Presidential Policy on Supplement to Military Pay that is scheduled to sunset on June 30, 2018. After a thorough discussion, the members agreed that there

were no issues of conformance with existing policy.

### **III. Updates of the Santa Cruz Division Manual**

The following updates were made for the 2018-2019 manual of the Santa Cruz division. There are two classes of changes.

#### 1. Changes due to divisional legislation.

- Santa Cruz Regulation 10.2.3.1.a, per legislation passed December 1, 2017 (AS/SCP/1889)
- Santa Cruz Regulation subsection 10.5.2, per legislation passed December 1, 2017 (AS/SCP/1889)
- Santa Cruz Regulation subsection 10.4.7, per legislation passed May 16, 2018 (AS/SCP/1896)
- Santa Cruz Bylaw subsection 13.23, et seq., per legislation passed May 16, 2018 (AS/SCP/1898)

#### 2. Conforming changes

- Changes to Santa Cruz Regulations 2.2, 8.3.1, and 9.1.3 replace “Committee on Educational Policy” by “Committee on Courses of Instruction.” These reflect the change of CCI in SCB 13.16.

### **IV. Certification of Elections**

#### **Committee on Committees Elections**

RJ&E reviewed COC nomination petitions, wherein two nominations were received for two open seats by the February 5, 2018 petition deadline. Pursuant to SCB 11.4, a ballot election was unnecessary, and RJ&E certified the two members as elected to COC on March 1, 2018.

Respectfully submitted;  
COMMITTEE ON RULES, JURISDICTION, AND ELECTIONS  
Audun Dahl, Psychology  
David Dunn, Music  
Ken Pedrotti, Electrical Engineering  
Bali Sahota, Literature  
Jason Nielsen, Physics, Chair

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