

**PROPOSED AMENDMENTS TO THE ACADEMIC SENATE BYLAWS
SUBMITTED BY THE ACADEMIC COUNCIL BYLAW AD HOC COMMITTEE
APRIL 3, 2003**

COMMENTS REQUESTED BY MAY 14, 2003

BACKGROUND

The Academic Council, with the concurrence of the University Committee on Rules and Jurisdiction, is recommending that the Academic Assembly approve a number of amendments to our bylaws. These proposed amendments divide naturally into two groups: bylaws which affect the operations of the Academic Assembly and bylaws which determine the membership and charges of systemwide committees. The Assembly will be asked to act separately upon each of those groups of bylaws.

The current efforts to revise the systemwide bylaws began in September of 2000. At that time, Academic Council Chair Michael Cowan asked each Assembly committee to review its own enabling bylaw. He particularly encouraged the committees to examine both the membership requirements and the charge of each committee. By the end of the 2000-2001 academic year, roughly half of the systemwide committees had made recommendations regarding their own charges.

The next year, Senate Chair Viswanathan appointed a subcommittee of the Academic Council to examine the committee submissions and to recommend bylaw changes to the Council and to the Assembly. By the end of the year, only one recommendation of this subcommittee, to add the UCORP chair to the Academic Council, ever reached the Council for action.

This year, Council Chair Binion appointed a new ad hoc task force on bylaws, consisting of two new members (Santa Cruz Division Chair George Blumenthal, UC Rules and Jurisdiction Chair Jean Olson), and two continuing members (Assembly Parliamentarian and UC Merced Task Force Chair Peter Berck, and Gayle Binion), and this task force benefited greatly from the input of Executive Director Maria Bertero-Barcelo. This group decided to propose several bylaw changes to facilitate the operations of the Academic Assembly. The group also examined all of the changes suggested by systemwide committees over the past three academic years. The ad hoc task force shared a preliminary draft of the proposed revisions with the Assembly on March 12, and on March 26, the Academic Council agreed to circulate the proposed bylaws to divisions and to systemwide committees for comment.

BYLAWS AFFECTING THE OPERATIONS OF THE ACADEMIC ASSEMBLY

JUSTIFICATION

The bylaw amendments proposed are herein intended to simplify the bylaws, bring the bylaws into compliance with practice and/or improve the efficiency and lower the cost of

Assembly operations. We include below a brief justification for each of the proposed changes, organized by the bylaw number. **We propose that changes to bylaws 35 through 125 take effect immediately upon passage by the Assembly:**

35. Membership of Committees. It has not been the usual practice for the Senate to appoint committee members to staggered terms. While this is clearly a desirable practice, the task force proposes that the word "staggered" be deleted in order to avoid major differences between our usual practice and the governing bylaws.

40. Authority of Committees. One proposed change would require every systemwide committee to report at least annually, in writing, to the Academic Assembly. Such written reports are essential if the Assembly is to be well informed regarding the whole range of issues before the Senate. The second change requires that Committees providing advice to the President do so through the Academic Council. This will ensure that there are not several independent paths of advice to the President and that the Council, which serves as the executive committee of the Assembly, is fully informed. Both of these are already commonplace "practice".

95. Mail Ballots. It has been a number of years since the systemwide senate has had to conduct a mail ballot of all Senate members. Such ballots can prove to be quite expensive and time consuming to conduct. To take advantage of the even greater savings possible within the UC system, the task force proposes that the systemwide bylaws be modified to allow systemwide voting either by mail or through electronic means.

105. Assembly of the Academic Senate. Instead of listing the ex officio members of the Academic Assembly, the revised bylaw simply provides that all members of the Academic Council serve ex officio as members of the Assembly. The effect of this would be to add the UCORP chair (assuming the revision to bylaw 125 passes) and to remove the Vice Chair of UCEP from the Assembly membership. At present the University Committee on Educational Policy Vice Chair is the only vice chair to serve ex officio in the Assembly, and there seems to be no strong reason for singling out that particular committee.

110. Officers and Consultants of the Assembly. One change would permit the election of Assembly Vice Chair at any meeting of the Assembly rather than at its last meeting. Since the Academic Council typically chooses a nominee for the position in February, it seems needless to wait until the last meeting at the end of May, especially because it is beneficial for the incoming Vice Chair to begin such things as negotiating appropriate teaching release time, the inclusion in decision making areas, as well as the process of obtaining security clearance approval as early as possible. The second change would make both the Chair and Vice Chair of the Assembly ex officio non-voting members of all Assembly committees (except for UCRJ) and voting members of UCOC. Currently, only the Chair is a voting ex officio member of UCOC, but the Vice Chair, who will work with the committees chosen by UCOC, has a strong stake in their decisions as well. The practice regarding other committees is more varied, but often it is

useful for the Assembly Chair or Vice Chair to attend committee meetings. UC Rules and Jurisdiction is an exception because of its quasi-judicial function.

120. Meetings of the Assembly. Three changes are proposed here:

- (1) The time when the call to an Assembly meeting must be sent is reduced from 15 to 10 calendar days. This change will make the lead time for getting material into the Assembly agenda slightly less onerous, while still maintaining the notice time already used on many campuses.
- (2) Currently, the Senate produces 1,000 copies of the blue book for each Assembly meeting. This is prohibitively expensive for the Senate office. We propose to allow purely electronic copies of the Assembly agenda to be sent out, although we anticipate that the 60 Assembly members will still receive a copy of the blue book. Decreasing the number of printed copies by a factor of ten will lead to substantial cost savings.
- (3) We propose that the mandatory agenda items for Assembly meetings remain unchanged but that the Academic Council set the order of the agenda for Assembly meetings. This is purely intended to make Assembly meetings run more efficiently and to ensure that there is sufficient time to complete the most urgent business.

125. Academic Council. We propose that the Chair of UCORP be added to the Academic Council. The Chair of this Committee has attended Council meetings as a guest for the past several years, and this bylaw change would confer full membership. Given the Senate's desire to emphasize our research mission in addition to our teaching mission, this would seem to be an essential change.

BYLAWS AFFECTING STANDING COMMITTEES OF THE ASSEMBLY

JUSTIFICATION:

Currently, the enabling bylaws of the various standing committees of the Assembly describe their membership with often wildly different approaches. Committee memberships now ostensibly have different terms of office, different requirements, and different rules regarding the chair and vice chair (assuming that the bylaws even call for a chair to be appointed). Consequently, the bylaws proposed here describe the membership of all standing committees using a single bylaw and then describe exceptions to this one-size-fits-all approach within the bylaws of particular committees. In essence, the bylaw task force feels that there is little justification for the wide variety of types and terms of membership now in effect, and therefore wishes to bring some standardization to the systemwide committees. Please note that none of the changes proposed here would apply to the University Committee on Rules and Jurisdiction, whose enabling bylaw may only be changed by mail ballot.

One issue of paramount importance for Senate committees is the need to maintain continuity and institutional memory on committees from year to year. This issue is of

great concern to the bylaw task force and to the Academic Council. In studying the membership (excluding chairs) of the 2002-2003 systemwide committees, we found that 70% of all members were new, 20% were in their second year of continuous membership, 5% were in their third year, and another 5% were in their fourth year or greater. Clearly, we need to have greater continuity than this on our committees, so that at least half of all members are continuing from the previous year. On the one hand, we could mandate multi-year appointments through the bylaws and strictly enforce those mandates. On the other hand, the divisions generally prefer to maintain their flexibility to change their systemwide representatives. In the end, with some exceptions, the proposed bylaws establish a “standard” two-year term for committee members in the hope that a two-year term might be adhered to more closely than a three-year term, which is usually ignored at present. The proposed bylaw changes also will permit committee members to serve a second consecutive two-year term. Should continuity of membership remain a problem for systemwide senate committees, it may prove necessary to more strictly adhere to our nominal terms.

As mentioned earlier, many of the changes proposed for individual committees include suggestions received in one or more of the past three academic years. One difficulty encountered by the ad hoc bylaw task force has been that the recommendations of committees have in some cases changed from year to year. Some committees have directly contradicted the recommendations from the same committee within the previous two years.

In order to avoid any difficulties associated with a transition to new rules governing committee membership, **we propose that the following changes to Bylaws 128 through 215 take effect on September 1, 2004:**

128. Membership of Standing Committees of the Assembly. This is a new bylaw which is intended to provide the basic rules regarding committee membership. For most committees it should be possible to refer to Bylaw 128 to describe the membership, with perhaps a short addition to describe exceptions applicable to that particular committee. Here is a brief description of each subsection of proposed bylaw 128:

128.A -- This repeats the proposed modification in bylaw 110.A that the Assembly Chair and Vice Chair serve as non-voting ex officio members of all Assembly committees except for UCOC, where they would be voting members, and UCRJ, where they would have no membership.

128.B -- This proposed section establishes a standard two-year term for most systemwide Senate committees (the Editorial Committee and UCRJ are two exceptions). For some committees (e.g. BOARS, UCPB, and UCFW) this is a change from a nominal three-year term. This change was proposed in the hope that it would be easier to find faculty willing to commit to two years of service rather than three and that divisions would be more likely to enforce the two year appointment than they would an appointment for three years. Furthermore, there is no impediment to a faculty member being re-appointed to a second two-year

term upon the conclusion of a first term. In addition, this section proposes that systemwide committee members be either a member, chair, or non-voting ex officio member of the corresponding divisional committee. Because several Divisions have changed the form of their committee structures, the charge to one Divisional committee may correspond to that of several systemwide committees. This could make it burdensome for a division to find representatives to systemwide committees, and for that reason, the proposed bylaw allows a divisional representative to a systemwide committee to essentially serve only as a liaison with the appropriate Divisional committee, a practice we would allow but not necessarily encourage.

128.C -- This section establishes a chair for each committee, requires the chair to be a former but not current member of the corresponding Divisional committee, and defines the nominal term for a chair as one year. Currently, not every committee even has a chair established in the bylaws, and this proposed section rectifies that. At the present time, many committees (including all committees represented on the Academic Council) have at-large chairs, while other committees have chairs who are also their Divisional representative to the committee. In order to avoid any possible conflict for systemwide chairs, we are proposing that all systemwide chairs not be members of the corresponding Divisional committee and not be the Division's representative.

128.D -- Vice Chairs. This section establishes a Vice Chair for all Senate committees (which is not now the case) and requires the Vice Chair to be from a different Division than the Chair. It also establishes the presumption, subject to the approval of UCOC, that the Vice Chair will succeed the Chair. Except for UCOC, this section requires that the Vice Chairs of committees represented on the Academic Council shall be an at-large member (though it does not prohibit membership on the corresponding Divisional committee). For other committees, the Vice Chair is chosen from among the Divisional representatives.

128.E -- This section makes clear that students who sit with Senate committees are nonvoting representatives, and that their appointments are officially made by UCOC after nomination by the appropriate student organization. The issue of whether student representatives actually do sit with a committee is set forth in each committee's establishing bylaw.

128.F -- To avoid allowing committee members to serve on a single committee for excessive periods of time, this section provides a maximum contiguous term of committee service of four years. This term limit is extended to 6 years for those serving as Chair or Vice Chair.

128.G -- The quorum for the conduct of committee business is explicitly set at 50%.

128.H -- This new section explicitly excludes those Senate members holding administrative positions higher than department chair from serving on any

systemwide Senate committee. Such administrators would include deans, associate deans, vice chancellors, and associate vice chancellors. There may be administrative titles (e.g. college provost) where the applicability of this section may vary among the Divisions. This section would also preclude department chairs from serving on UCAP, UCAF, and UCP&T. The role of a faculty serving on Senate committees is to provide a faculty voice, and not that of the administration.

The following describes certain additional changes for individual committees:

130. Academic Freedom. Provision is included for two student representatives, and the charge to the committee has been generalized to reflect the importance of academic freedom for all members of the academic community.

135. Academic Personnel. The proposed bylaw would include the chair of the University Committee on Affirmative Action and Diversity as an ex officio member. This addition is intended to improve the co-ordination between UCAP and UCAAD, which seems particularly important in view of the number of faculty who will be hired over the next 20 years at UC. Unlike the chair of UCAP, the Chair of UCAAD does not sit on the Academic Council, so that communications would not normally occur at the Council level.

140. Affirmative Action and Diversity. The changes to the charge of this committee are mainly editorial. Provision is also included for two student representatives to the committee.

145. Board of Admissions and Relations with Schools. Because of the intense work and experience required of the leadership of this committee, the terms for the Chair and Vice Chair are set at two years each, consistent with the current bylaw. The term of members is reduced from three to two years, and provision is included for two student representatives to the committee. Explicitly added to the BOARS charge is an obligation to recommend to the Assembly the admission criteria including examinations for undergraduates.

150. Committees. Consistent with the recommendations from this committee, the maximum term of members (other than the Chair and Vice Chair) is set at two years. In addition, this proposed bylaw would require UCOC to consult with the incoming chair (in addition to the outgoing chair) of every committee regarding appointments to the committee.

155. Information Technology and Telecommunications Policy. Provision is made for two student representatives to the Committee.

160. Editorial. Instead of two co-chairs, this bylaw would establish a chair and a vice chair from among the committee's members. This might prove to be a more efficient and effective way to conduct business, particularly with regard to policy interactions with

other agencies of the Senate or administration. Another important change is the specific inclusion of a mandate to consult regarding policies governing the UC Press. The term of service of 5 years has not been changed.

165. Education Abroad Program. *(Proposed renumbering from 182)* The committee proposes to change the name of this committee to International Education, which will require that the bylaw be renumbered to 182 to preserve the alphabetization of the Senate committees. The proposed name change is in response to the fact that international education has become, and seems likely to continue to be, a larger component of the committee's activity than just supervision of the Education Abroad Program. The wording of the Committee's responsibilities has been changed to clarify and codify the existing oversight and advisory duties the Committee performs. Provision is made for two student representatives to the Committee. Removed from the committee's roster of nonvoting members are the chairs of the Divisional committees dealing with course and credit review. Inclusion of these ex officio members is neither practiced nor practicable.

170. Educational Policy. Provision is made for two undergraduate student representatives to the Committee.

175. Faculty Welfare. There are several proposed changes to the membership of this committee. The chair of UCAP is removed as an ex officio member because issues of coordination between the two committees can be dealt with at the Academic Council since both chairs are members of that body. The term of office of the members of the committee is reduced from three to two years. For this committee, the continuity of membership is extremely important. On the one hand, a shorter term might seem to be inconsistent with continuity on the committee. However, there is no reason why a member cannot be appointed to consecutive two-year terms. In addition, it may be easier to find faculty willing to both make a two-year commitment and adhere to that commitment. Another change would eliminate the two additional at-large members of the committee. These two positions have been sporadically filled on the committee, but they have at times proven useful to maintain experience on the committee. In part to mitigate this, the proposed bylaw also increases from one to two the number of ex officio members from the Governing Board of the UC Retirement System.

180. Graduate Affairs, Coordinating Committee on. Provision is made for two graduate student representatives to the Committee.

182. International Education. *(Proposed renumbering to 165)* See 165 above.

185. Library. Provision is made for two student representatives to the Committee. Reference to the Library Council is eliminated because that organization no longer exists. Finally, instead of having the University Librarian serve ex officio, the proposal suggests that "a University Librarian" serve on the committee ex officio.

190. Planning and Budget. Provision is made for two student representatives to the Committee. In addition, the normal term is reduced from three to two years, although

members may be appointed for a second contiguous two-year term. The Chair of UCORP is removed as an ex officio member since (assuming that the modification to bylaw 125 is approved) both the UCORP and UCPB chairs will be members of the Academic Council. The charge to the committee has been simplified without any loss of functionality.

192. Preparatory Education (*Proposed renumbering from 215*). In June of 1991 the Assembly approved the renaming of this committee, then known as the Undergraduate Preparatory and Remedial Education, but did not consider the renumbering issue. In order to preserve the alphabetization of the Senate committees, the renumbering is proposed.

195. Privilege and Tenure. The term for committee service has been three years, and the proposed bylaw would make it two years.

200. Research Policy. Provision is made for two student representatives to the Committee. The proposed bylaw removes the reference to the now-defunct Intellectual Property Advisory Council.

205. Rules and Jurisdiction. No change is proposed for this protected bylaw.

210. Student Affirmative Action. This committee has not been staffed for a number of years, and its functions have been assumed by the University Committee on Affirmative Action and Diversity (UCAAD), BOARS, and UCEP. Before officially eliminating this committee from the bylaws, we recommend that the bylaws governing UCAAD, BOARS, and CEP be modified to explicitly include all of the functions of this committee. So, at the present time, we recommend no change to this bylaw, but do recommend that a committee consisting of representatives from UCAAD, BOARS and UCEP recommend additional changes to their own charges to ensure that all aspects of the Student Affirmative Action Committee's charge are retained.

215. Preparatory Education (*Proposed renumbering to 192*) See 192 above.

WORKING DRAFT

Proposed Bylaw revisions

(Suggestions from the 02-03 Academic Council Bylaw Ad Hoc Committee.)

35. Membership of Committees

- A. **Types of Membership.** Committees may be composed of appointed, elected, or ex officio members, or any combination thereof.
- B. **Terms of Service.** Unless otherwise specified, members of Standing Committees shall serve two-year ~~<staggered>~~ terms, beginning on September first following their appointment.
- C. **Voting and Other Rights**
1. The Vice Chair, if any, shall perform the duties of the Chair in case of temporary absence or disability of the Chair, and such other duties as the committee concerned may determine. (Am 15 Jun 70)
 2. Only members of the Academic Senate may vote in Senate agencies and their committees when those agencies or committees are taking final action on any matter for the Academic Senate, or giving advice to University officers or other non-Senate agencies in the name of the Senate. Persons other than Senate members may be given the right to vote on other questions, such as those that involve only recommendations to other Senate agencies, but only by explicit Bylaw provisions. [See Legislative Ruling 12.75]
 3. Except for the provision of Article C.2 of this Bylaw, ex officio members have the same powers as other members unless otherwise specified.
- D. **Method of Appointment**
1. Unless otherwise specified, the appropriate Committee on Committees shall select the appointed members of each committee.
 2. Except as provided elsewhere in these Bylaws, the appropriate Committee on Committees shall appoint the Chair and Vice Chair, if any, of each committee.
 3. The Chair and Vice Chair, if any, of any Standing or Special Committee must be members of the Academic Senate.

4. At the discretion of the appointing agency, a member of a committee temporarily not on duty may be replaced until that regular member returns.
- E. **Tenure of Special Committees.** A special committee shall serve only until the first meeting of the establishing agency in the ensuing fall term unless:
1. A definite term is specified;
 2. Its authorization occurs after the first day of instruction of the spring term, in which case it shall continue for one year beyond the normal expiration date;
 3. It is continued by action of the establishing agency. (Am 15 Jun 71)

40. Authority of Committees [See Legislative Ruling 8.95-B]

A. Any agency or committee listed in Bylaw 20 or 25 may report to any agency or committee therein listed, and may be asked by the Assembly, a Division, or a Faculty to describe its procedures and policies.

B. Any committee may submit reports and recommendations to the Assembly on appropriate matters. Divisional committees, including Faculties, are responsible to and normally shall report to their respective Divisions. Universitywide committees of the Senate shall report ~~<directly>~~ **in writing** to the Assembly, **and not less than annually**

C. Each committee is responsible to the agency establishing it and must report its actions to that agency. When a committee makes recommendations or renders advice to the President or to a Chancellor, it shall report its recommendations to the establishing agency when this action is consistent with its charge and does not violate confidence. ~~<If it desires advice or approval of an action, it may consult the agency that established it.>~~ **When a Special or Standing Committee of the Assembly advises the President its advice is conveyed through the Academic Council.**

95. Mail and/or Electronic Ballots

A. At least ten days of instruction before the ~~<due date of the ballots>~~ **deadline for the completion of voting**, the appropriate Secretary shall ~~<mail>~~ **provide** to each voter, **either through the mail or electronically, either a ballot or instructions for voting electronically**, accompanied by all relevant texts, such background information prepared by the Secretary as the Assembly or Division may direct, a brief summary of arguments pro and con, and **a deadline for the return of ballots or for electronic voting.**~~<a notification that all ballots must be returned to the Secretary no later than the due date.>~~

1. In the case of mail ballots, ~~<E>~~each voter shall receive a plain envelope in which to enclose a marked ballot, and a second envelope addressed to the appropriate Secretary to be used for the return of the sealed ballot. The envelope addressed to the Secretary shall have a space for the signature of the voter. Ballots lacking this validating signature shall be deemed void. (Am 5 May 88)

2. For electronic voting, the appropriate Secretary shall utilize a system which verifies each voter's identity and which maintains security.

- B. The appropriate Secretary shall deliver the ballots **or the electronically received votes** to the agency authorized to count the ballots and to certify the results to the appropriate legislative agency.
- C. The appropriate Secretary, in certifying the results, shall give the tally of votes, including invalid ballots.

105. Assembly of the Academic Senate

- A. Membership. The Assembly shall consist of the following members:
 - 1. The President of the University;
 - 2. The Chair and Vice Chair of the Assembly, who shall serve ex officio as Chair and Vice Chair, respectively, of the Academic Council [see Bylaw 110.A];
 - 3. ~~<Sixteen members ex officio: the Chair of each Division of the Academic Senate or, in the absence or disability of the Chair, the Divisional Vice Chair; the Chair and Vice Chair of the University Committee on Educational Policy; the Chairs of the University Committees on Academic Personnel, Faculty Welfare, Graduate Affairs, Planning and Budget, and of the Board of Admissions and Relations with Schools. >~~ **All members of the Academic Council serve ex officio as members of the Assembly. In the absence or disability of the Chair of a Division or Standing Committee the Vice Chair of that Division or Standing Committee shall serve on the Assembly with full privileges. In the absence or disability of both the Chair and Vice Chair of a Division or Standing Committee, the appropriate Committee on Committees shall appoint a replacement, who shall have full privileges, for the specified meeting(s) of the Assembly.**
 - 4. Forty Divisional Representatives chosen from other than chancellors, vice chancellors, deans, chief administrative officers of colleges and schools, and members of the University Committee on Rules and Jurisdiction [see Bylaw 205.A]. The Academic Council shall annually prorate these among the Divisions in proportion to their membership, but each Division shall have at least one Divisional Representative in the Assembly. Changes in allocation shall become effective on the first day of September following Academic Council action. Each Division shall determine

its own method of choosing its Representatives. A Representative may not serve more than two consecutive terms, but is again eligible two years after the conclusion of a second consecutive term. (Am 24 May 68, 29 May 69, 7 May 87; EC 18 Nov 68, 3 Nov 69) [See Legislative Ruling 4.71]

110. Officers and Consultants of the Assembly

A. Chair and Vice Chair

1. **Election.** ~~<At its last regular meeting in each spring term the>~~ The Assembly elects a Vice Chair who is a Senate member from a Division other than that of the incoming Chair, **to assume office the following September.** The Academic Council submits a nomination. Further nominations may be made by the Assembly members from the floor, and on written petition by twenty-five Senate members. The Vice Chair also serves as Vice Chair of the Academic Council. The following year the Vice Chair becomes Chair of the Assembly and the Academic Council. Neither the Chair nor the Vice Chair may serve simultaneously as ex officio member and a Divisional Representative. (AM 3 Dec 80).

3. Duties

- g. The Chair **and Vice Chair** shall serve, **respectively,** ex officio as Chair **and Vice Chair** of the Academic Council [see Bylaw 125.A], ~~<member of the University Committee on Academic Personnel [see Bylaw 135.A], of the University Committee on Committees [see Bylaw 150.A], and the University Committee on Educational Policy [see Bylaw 170.A].>~~ **Both the Chair and the Vice Chair shall serve as ex officio members of the University Committee on Committees and as non-voting ex officio members of all committees of the Assembly except for the Committee on Rules and Jurisdiction.**

120. Meetings of the Assembly

B. Notice of Meetings

1. The call to regular meetings of the Assembly shall be sent to the Academic Senate Office of each Division such that distribution to offices of all academic units shall occur at least ~~<fifteen>~~ **ten** calendar days before the Assembly is convened. [See Bylaw 110.A.3.b] The call for an emergency meeting of the Assembly shall be sent to the Academic Senate office of each Division such that distribution to offices of all academic units shall occur at least five calendar days before that meeting is convened. (Am 4 Jun 91) **The call to both regular and emergency meetings of the Assembly shall be sent either electronically or through the mail.**

- C. Order of Business
1. Regular Meetings. **The Academic Council shall set the order of business for the Assembly meeting. This order of business may be** ~~Unless~~ suspended by a two-thirds vote of the voting members present, ~~the order of business is:~~ **Business shall include the following**
 - Roll Call
 - Minutes
 - Announcement by the President
 - Other announcements
 - Special Orders
 - Reports of Special Committees
 - Reports of Standing Committees
 - Petitions of Students
 - Unfinished Business
 - University and faculty welfare
 - New Business

125. Academic Council

- A. **Membership.** The Academic Council shall consist of the following members:
1. The Chair of the Assembly, who is the Chair of the Academic Council;
 2. The Vice Chair of the Assembly, who is the Vice Chair of the Academic Council;
 3. The Chairs of the Divisions; (Am 4 May 89)
 4. The Chairs of the following University Standing Committees:
 - Academic Personnel
 - Board of Admissions and Relations with Schools
 - Educational Policy
 - Faculty Welfare
 - Graduate Affairs
 - Planning and Budget
 - Research Policy**

In the absence or disability of the Chair of a Division or Standing Committee the Vice Chair of that Division or Standing Committee shall serve on the Council with full privileges. In the absence or disability of both the Chair and Vice Chair of a Division or Standing Committee, the appropriate Committee on Committees shall appoint a replacement, who shall have full privileges, for the specified meeting(s) of the Council. (Am 2 Dec 81; Am 4 May 89)

PROPOSED NEW BYLAW 128:

128. Membership of Standing Committees of the Assembly.

Unless otherwise specified in the establishing bylaws for a committee, the following shall govern the membership of all Assembly committees except the Academic Council.

- A. The Chair and Vice Chair of the Assembly shall serve as ex officio members of the University Committee on Committees and as non-voting ex officio members of all committees except for the Committee on Rules and Jurisdiction.**
- B. Each Division of the Academic Senate shall nominate to UCOC one Division member to the following committees to serve a two-year term. (See Bylaw 150) This member shall be either the chair or a member (including an ex-officio non-voting member) of the corresponding Divisional committee.**

Academic Freedom

Academic Personnel

Affirmative Action and Diversity

Board of Admissions and Relations with Schools

Committees

Information Technology and Telecommunications Policy

International Education (Please note that there is a proposal to change the name of the Education Abroad Committee to International Education.)

Educational Policy

Faculty Welfare

Graduate Affairs, Coordinating Committee on

Library

Planning and Budget

Privilege and Tenure

Research Policy

Preparatory Education

- C. The Chair of each of the above committees shall be an at-large member, who is a former, but not a present member of the corresponding Divisional committee. The Chair shall normally serve a one-year term.**

D. Vice Chairs

1. For the University Committee on Committees and for committees represented on the Academic Council, the Vice Chair shall be an at-large member, who has experience as a member of the corresponding Divisional committee. The Vice Chair shall normally succeed the Chair subject to the approval of UCOC. (See Table 1.)
 2. For committees, with the exception of the University Committee on Committees, not represented on the Academic Council, the Vice Chair shall be appointed from among the Divisional appointees. The Vice Chair shall normally succeed the Chair subject to the approval of UCOC. (See Table 2.)
 3. The Vice Chair must be a Senate member from a Division other than that of the Chair.
- E. Students who sit with standing committees, as provided in these bylaws, are non-voting representatives and shall be nominated by the student organization recognized by the Academic Council for that purpose and appointed by the University Committee on Committees;
- F. Term: In no case shall members serve for more than four consecutive years with the exception of the Chair and Vice Chair who may serve no more than 6 years. A member is again eligible one year after leaving the committee. A partial term is counted as a full term.
- G. Quorum. Fifty percent of the voting members of the Committee shall constitute a quorum.
- H. Senators holding an administrative position higher than department chair may not serve as members of Assembly committees. With the exception of the Committee on Academic Personnel, the Committee on Academic Freedom, and the University Committee on Privilege and Tenure, department chairs may serve on Assembly committees.

130. Academic Freedom

- A. Membership shall ~~<consist of: One member from each Divisional Committee on Academic Freedom.>~~ be determined in accordance with Bylaw 128. One undergraduate and one graduate student shall sit with the Committee. (See Bylaw 128.E). The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 & 3).

B. Duties. **Consistent with Bylaw 40, the Committee shall:**

1. ~~<The committee shall >~~ **Study and report to the Assembly upon any condition within or outside the University that, in the committee's judgment, may affect the academic freedom of the University, and its academic community** ~~<its faculty, and its students>.~~ (Am 15 Jun 71; Am 23 May 1996)

135. Academic Personnel

A. Membership shall ~~<consist of: The Chair of the Assembly; a Chair and Vice Chair, and one member from each Divisional Committee on Academic Personnel (or equivalent committee). The Chair shall be a former, but not present, chair or member of a Divisional Committee on Academic Personnel. The Vice Chair will normally succeed to the Chair after one year in office.>~~ **be determined in accordance with Bylaw 128. In addition, the Chair of the University Committee on Affirmative Action and Diversity shall serve as an ex-officio member. The Vice Chair shall be chosen in accordance to Bylaw 128 D 1 & 3).**

B. Duties. **Consistent with Bylaw 40, T** ~~the~~ Committee is authorized to:

1. Confer with the President on general policy on academic personnel, including salary scales, appointments and promotions, and related matters
2. Review standards and policies applied by Divisional Committees on Academic Personnel, advise the President, and inform the Division CAPs thereon. (Am 29 Oct 98)
3. ~~<Report annually to the Assembly on its policies and practices. (En 7 Dec 76)>~~

140. Affirmative Action and Diversity (Am 13 May 97)

A. Membership shall ~~<consist of: a Chair, a Vice Chair, and one member from each Divisional Committee on Affirmative Action (or equivalent committee). The Vice Chair will normally succeed to the Chair after one year in office. (Am 4 Jun 91) >~~ **be determined in accordance with Bylaw 128. One undergraduate and one graduate student shall sit with the Committee. (See Bylaw 128.E). The Vice Chair shall be chosen in accordance to Bylaw 128 D2 & 3**

B. Duties. **Consistent with Bylaw 40, T** ~~the~~ committee shall:

1. Confer with the President on general policies bearing on affirmative action **and diversity** for academic personnel and academic programs

2. Establish basic policy and procedures for coordinating the work of the Divisional Committees concerned with affirmative action ~~<and>~~ **and diversity.**
3. **Report annually to the Assembly the state of affirmative action and diversity in the University. This report shall include a**~~<R>~~**review of the annual reports of the Divisional Committees on Affirmative Action and Diversity (or equivalent committees). <and the information on affirmative action provided by campus and University administration, <and advise the President accordingly> The information shall consist of data and analyses for women and ethnic minorities concerning working conditions, salaries, advancement, and separation>**
4. **Review the information on affirmative action on diversity provided by the campus and University administration and report said findings to the Academic Council.** *(the following language was previously listed under #3.)* The information shall consist of data and analyses **of** ~~<for women and ethnic minorities concerning>~~ working conditions, salaries, advancement, and separation **for women and ethnic minorities.**
- 5.~~<4>~~ Undertake studies of policies and practices ~~<of>~~ **affecting** affirmative action **and diversity** and make recommendations to appropriate University bodies.
- ~~<5. Report annually to the Assembly of the Academic Senate on policies and practices.(En 4 Dec 75)>~~

145. Board of Admissions and Relations with Schools

- A. Membership shall ~~< consist of: Eleven members, including one member from each Divisional Committee on Admissions and Enrollment (or equivalent committee), serving three year staggered terms; and a Chair and Vice Chair, serving two year concurrent terms. The Chair and Vice Chair shall not be from the same Division and shall be appointed from among Divisional Committee members serving on BOARS during previous years. The Vice Chair shall normally succeed the Chair at the end of their terms. (Am 4 May 1995)>~~ **be determined in accordance with Bylaw 128 except that the** Chair and Vice Chair, **shall normally serve** ~~< serving >~~ two-year concurrent terms. **The Vice Chair shall be chosen in accordance to Bylaw 128 D 1 & 3. One undergraduate and one graduate student shall sit with the Committee. (See Bylaw 128.E)**
- B. Duties. **Consistent with Bylaw 40** ~~T~~ the Committee shall:
 1. Advise the President and appropriate agencies of the Senate on matters relating to admissions of undergraduate students.

2. **Recommend to the Assembly the admission criteria including examinations for undergraduate status.**
3. (previously #2) Regulate the examination and classification of all applicants for admission to undergraduate status, and report thereon to the Assembly, **including the authority**, ~~<It has the power>~~ in exceptional cases, to admit applicants with minor deficiencies. (Am 26 May 82)
- ~~3 (replaced by new #2 above) **Determine the basis of acceptance of the examinations used to satisfy admissions requirements.** (Am 26 May 82)~~
4. Maintain the standard of preparation required of students who enter the University directly from California secondary schools in the course of passing on applications for advanced standing from other colleges and universities. Advanced standing credit is granted for work of quality comparable to that required of students in this University.
5. Require secondary schools in California whose graduates are to be admitted on a transcript to submit for approval a list of those courses certified by the school as fulfilling the subject requirements for admission. The committee shall review these courses annually. If the studies outlined in 145.B.6 below indicate that such action is advisable, it may require that applicants from certain schools take examinations established by the Board as a condition for admission.
(Am 26 May 82)
6. Require secondary schools in California whose graduates are to be admitted on a transcript to submit for approval a list of those courses certified by the school as honors level courses in history, English, advanced mathematics, laboratory science, and foreign language. The committee shall review these courses annually. (En 26 May 82)
7. Compile information on curricula and scholarship standards in California secondary schools. On authorization by the President, the committee shall confer with representatives of schools and colleges on appropriate scholastic matters. It shall annually report to the Assembly statistical information about applicants admitted to advanced standing, and about the scholastic achievements of students admitted as freshmen; and at appropriate intervals it shall report on its policies and practices regarding admissions, specifying exceptions to Senate Regulations that have been permitted. (Am 15 Jun 71, 28 May 80, 26 May 82)

150. Committees

A. Membership

1. Membership shall **be determined in accordance with Bylaw 128 and include two members-at-large.** The members at large are to be named by the Assembly for two-year staggered terms. **Each at large member will serve as Vice Chair in the first year and shall normally succeed as Chair in the second year.** ~~< consist of: The Chair of the Assembly, the Vice Chair of the Assembly, as a non-voting member,.~~ **In addition, there shall be** one member appointed by each Divisional Committee on Committees from its current membership to serve on the University Committee on Committees for a **maximum** two-year term, **with the exception of the Chair and Vice Chair who may serve a maximum of four years, and two members at large named by the Assembly for two-year staggered terms. The Chair of the Committee shall be chosen by the Assembly from the members at large for a one-year term.** (Am 2 Dec 71; Am 12 May 94)
2. Vacancies **In the absence or disability of both the Chair and Vice Chair,** ~~<If office of Chair becomes vacant,~~ > the Academic Council shall ~~fill it~~ **appoint a Chair** by *pro tempore* appointment from among the committee membership until the next meeting of the Assembly, at which time the Assembly shall elect a chair. If a vacancy occurs in an at-large membership, the Academic Council shall nominate to the Assembly at its next meeting a candidate to fill the unexpired term, at which time the Assembly shall hold an election. (Am 4 Mar 76)

B. Duties. **Consistent with Bylaw 40** the Committee shall:

1. Appoint the Chairs and, where specified in the Bylaws, the Vice Chairs~~<=>~~. ~~<and all appointed members of all other Senate committees that report to the Assembly[see Bylaw 35] The committee consults with the outgoing chairs of the Senate committees in making these appointments>~~ (AM 7 Dec 76)
2. (new #2, consist of language previously listed in B 1.) **Appoint** ~~appoint~~ all other members of all ~~<other>~~ Senate committees that report to the Assembly, while ensuring conformity with the Senate Bylaws[see Bylaw 35] and in consultation ~~<The committee consults>~~ with the outgoing **and incoming** chairs of Senate committees ~~<in making these appointments>~~. (Am 7 Dec 76)
- 3~~<=2>~~ (new #3, previously #2) Upon the President's request, confer, or nominate a committee to confer, with the President concerning the appointment of a chief campus officer or a University administrative officer. (Am 2 Dec 71)

155. Information Technology and Telecommunications Policy [formerly Computer Policy]

- A. Membership shall be determined in accordance with Bylaw 128 ~~<consist of: One representative of the committee of each Division that is most closely connected with information technology and telecommunications,~~ and shall include the Chair of the Library Committee who shall ~~<be an >~~ serve as ex officio member; One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E) The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 & 3. ~~<Members shall normally serve for two years or their terms of service on the Divisional committees, whichever is less. The Chair of the committee shall normally serve in that capacity for one year after having been a member of the committee for at least one year. (Am 7 May 87)>~~
- B. Duties: The Committee shall represent the Senate in all matters of instruction and research policy involving the use of information technology and telecommunications and shall advise the President, consistent with Bylaw 40, concerning the acquisition and use of information and telecommunications technology at the University either at its own initiative or at the President's request. (Am 7 May 87)

160. Editorial

- A. Membership shall consist of: twenty members, with at least one, but not more than four, from each Division, Divisional representation not otherwise being a criterion for appointment. ~~>Two Co-Chairs shall be appointed by the University Committee on Committees,<~~ A Chair and Vice Chair, normally one from a northern Division and one from a southern Division, shall be appointed to serve one year staggered terms. The Vice Chair shall normally succeed the Chair subject to the approval of University Committee on Committees. The Committee on Committees shall annually consult with the current ~~co-Chairs, Vice Chair,~~ and the Director of the University of California Press in regard to appointment of members of the Editorial Committee. The term of service of members of this committee normally shall be from July 1 to June 30 of the following year, five years of continuous service being the maximum. The Director of the University of California Press shall be ex officio Secretary without a vote. (Am 20 Nov 90)
- B. Duties : The Committee shall
1. ~~<The Committee~~ Review manuscripts as well as associated documents bearing on the quality and significance of material proposed for publication.
 2. (New # 2) Be consulted on policies governing the UC Press consistent with Bylaw 40.

~~<2. —>~~ **3.** (previously #2) ~~<The Editorial Committee>~~ Have ~~has~~ the sole authority to allow use of the University imprints, "University of California Press, Berkeley, Los Angeles, and London." (Am 16 Mar 70, 4 Mar 86)

165. <Education Abroad Program>— (Proposed renumbering and renaming – 182 International Education)

A. Membership shall ~~consist of:~~ **be determined in accordance with Bylaw 128. One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.) The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 & 3. On a campus that has no equivalent committee, the member shall be an at large Senate member.**

~~1. —<One member from each Divisional Committee on Education Abroad (and from the Senate membership at large on a campus that has no Divisional Committee on the Education Abroad Program), and the Vice Chair of the Academic Council, ex officio. No campus should be represented by the same person for more than three consecutive years, and the terms of the members will be staggered with three members rotating off of the Committee each year. (Am 4 May 89; Am 3 May 90; Am 4 May 95)>~~

~~<2. —The Chair(s) of the Divisional committee(s) charged with responsibility for course and credit review shall serve ex officio on the committee without vote. (Am 4 May 89)>~~

B. Duties. **Consistent with Bylaw 40 the Committee shall:**

~~1. —The committee shall represent the Senate and advise the President in the following matters:~~

- ~~a. Continuing review of the Education Abroad Program and its policies;~~
- ~~b. Future development of the Education Abroad Program, including modification of the programs of existing Study Centers and establishment of new Study Centers;~~
- ~~c. Selection of Study Center Directors and Associate Directors;~~
- ~~d. Promotion of effective communication between the Education Abroad Program and the constituencies it serves on the several campuses.~~

1. Consider and report on matters of international education referred to the Committee by the President of the University, The Academic Council, the Assembly, a Division, or any Senate Committee.

2. Provide continuing oversight of the Education Abroad Program and its policies.

3. Consult with the University Office of Education Abroad Program on future program development, including modification of the programs

of existing Study Centers, establishment of new Study Centers, and disestablishment of EAP Programs.

4. **Represent the Senate in the selection of Study Center Directors**
5. **Maintain liaison with the Council of Campus Directors**
6. **Advise the University Office of Education Abroad Program Director on all matters of international education.**

~~<2.>~~ 7. ~~The Committee~~ Have ~~<has>~~ the responsibility for the final academic review of new Study Centers and Programs after the first three years, and for **conducting** regular reviews of all centers and programs every ten years or as conditions may require. (En 4 May 89; Am 4 Jun 91)

~~<3.>~~ 8. ~~The committee shall authorize~~ **Authorize** and supervise all courses and curricula in the Education Abroad Program ~~<; portions of this authority may be delegated to appropriate Senate or Divisional committees. (Am 2 Dec 71; Am 4 May 89)>~~

170. Educational Policy

A. Membership **shall be determined in accordance with Bylaw 128. Two undergraduate students shall sit with the Committee. (See Bylaw 128.E). The Vice Chair chosen according to Bylaw 128.D 1 & 3. <of: The Chair of the Assembly, a Chair, a Vice Chair, and one member of each Divisional Committee on Educational Policy. The Chair of the committee shall be a former, but not present, Divisional Educational Policy Committee chair or member. The Vice Chair normally will succeed to the Chair after one year in office. (Am 29 Nov 72, 7 Dec 76)>**

B. Duties. **Consistent with Bylaw 40,** The committee shall:

1. Consider and report on matters referred to it by the President of the University, the Assembly, a Division, or any Senate committee.
2. Initiate appropriate studies and make reports thereon to the President, the Assembly, or any Division, on the establishment or disestablishment of curricula, colleges, schools, departments, institutes, bureaus, and the like, and on legislation or administrative policies of a fundamental character involving questions of educational policy. (Am 15 Jun 71)

~~3. Health Sciences Subcommittee (Rp 12 May 94)~~

175. Faculty Welfare

Membership:

1 Except as noted below, membership shall be determined in accordance with Bylaw 128 <consist of: A Chair, and a Vice Chair who shall

2. Establish basic policies and procedures for coordinating the work of the various Graduate Councils and Divisions.
3. Recommend to the Assembly minimum standards of admission for graduate students [see Bylaw 311.C.1].
4. Act for the Academic Senate in the approval of new programs for established graduate degrees, including the joint doctoral degrees with campuses of the California State University.
5. Review proposals from Graduate Councils for the establishment of new graduate degrees that require approval of the President, to whom The Regents have delegated authority of approval, and submit recommendations thereon to the Assembly [see SOR 110.1 and Bylaw 116.C]. (Am 24 May 00)
6. Review standards and policies applied by Graduate Councils, and policies concerning relations with educational and research agencies.
- ~~7. Report annually to the Assembly concerning its policies and practices. (Am 15 Jun 71, 29 Nov 72, EC 8 May 83)~~

182 International Education (Previously 165 Education Abroad Program - proposed renumbering to 182 and renaming to International Education)

- A. Membership shall ~~consist of:~~ **be determined in accordance with Bylaw 128. One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.) The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 & 3. On a campus that has no equivalent committee, the member shall be an at large Senate member.**
 - ~~1. One member from each Divisional Committee on Education Abroad (and from the Senate membership at large on a campus that has no Divisional Committee on the Education Abroad Program), and the Vice Chair of the Academic Council, ex officio. No campus should be represented by the same person for more than three consecutive years, and the terms of the members will be staggered with three members rotating off of the Committee each year. (Am 4 May 89; Am 3 May 90; Am 4 May 95)~~
 - ~~2. The Chair(s) of the Divisional committee(s) charged with responsibility for course and credit review shall serve ex officio on the committee without vote. (Am 4 May 89)~~

Duties. Consistent with Bylaw 40 the Committee shall:

- ~~1. The committee shall represent the Senate and advise the President in the following matters:~~

- a. ~~Continuing review of the Education Abroad Program and its policies;~~
- b. ~~Future development of the Education Abroad Program, including modification of the programs of existing Study Centers and establishment of new Study Centers;~~
- c. ~~Selection of Study Center Directors and Associate Directors;~~
- d. ~~Promotion of effective communication between the Education Abroad Program and the constituencies it serves on the several campuses.~~

1. Consider and report on matters of international education referred to the Committee by the President of the University, The Academic Council, the Assembly, a Division, or any Senate Committee.
2. Provide continuing oversight of the Education Abroad Program and its policies.
3. Consult with the University Office of Education Abroad Program on future program development, including modification of the programs of existing Study Centers, establishment of new Study Centers, and disestablishment of EAP Programs.
4. Represent the Senate in the selection of Study Center Directors
5. Maintain liaison with the Council of Campus Directors
6. Advise the University Office of Education Abroad Program Director on all matters of international education.
- ~~7. The Committee shall Have <has> the responsibility for the final academic review of new Study Centers and Programs after the first three years, and for **conducting** regular reviews of all centers and programs every ten years or as conditions may require. (En 4 May 89; Am 4 Jun 91)~~
- ~~8. The committee shall **A** authorize and supervise all courses and curricula in the Education Abroad Program <; portions of this authority may be delegated to appropriate Senate or Divisional committees. (Am 2 Dec 71; Am 4 May 89)>~~

185. Library

- A. Membership shall be determined in accordance with Bylaw 128 ~~<consist of: One member from each Divisional Library Committee, —>. One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.) The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 & 3.<., normally serving three year staggered terms.><In addition, the>~~ A University ~~Librarian>~~librarian ~~<who is currently Chair of the Library Council>~~ shall be an ex officio member of the Committee.> and the ~~<The>~~ Chair of the Committee on Information Technology and Telecommunications Policy shall ~~<also be an>~~ serve ex officio ~~<member of the Committee>~~. (Am 7 May 87)

- B. Duties. Consistent with Bylaw 40, T the Committee shall:
1. Advise the President concerning the administration of the libraries of the University in accordance with the Standing Orders of The Regents.
 2. Perform such other appropriate duties as may be committed to the Academic Senate by proper authority.

190. Planning and Budget

- A. Membership shall ~~consist of:~~ be determined in accordance with Bylaw 128. One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.) The Vice Chair shall be chosen in accordance to Bylaw 128 D 1 & 3.
- ~~1. A Chair, who shall be a former but not present Divisional Planning and Budget Committee chair or member;~~
 - ~~2. A Vice Chair, who will normally succeed to the Chair after one year in office;~~
 - ~~3. One member from each Divisional Committee on Planning and Budget (or equivalent committee concerned with academic planning) serving three-year staggered terms;~~
 - ~~4. The Vice Chair of the Assembly ex officio, who shall not serve as Chair;~~
 - ~~5. The Chair of the University Committee on Research Policy ex officio (see Bylaw 200.A.2).~~
 - ~~6. <The members of this committee shall be appointed by the University Committee on Committees with the advice of the Academic Council with due attention given to experience in planning and budgetary matters, and with consideration given to balance among the disciplines. (Am 25 May 78) >~~
- B. Duties. Consistent with Bylaw 40 T the Committee shall:
1. Confer with and advise the President and agencies of the University Administration on policy regarding planning and budget matters and resource allocations.
 2. Initiate studies in planning and budget matters. ~~<, and if necessary to accomplish the study, authorize establishment of ad hoc committees. >~~
 - ~~3. <Receive reports from and maintain liaison with and among Divisional planning and resource allocation committees. >~~

~~4. Receive reports (on matters relating to planning and budget) from and maintain liaison with the University Committee on Educational Policy, the Coordinating Committee on Graduate Affairs, the Library Committee, and the Committee on Computer Policy.~~

~~5. Report regularly to the Academic Council and the Assembly on matters under consideration. (En 7 Dec 76) >~~

192 Preparatory Education (Am 4 Jun 91) (*Previously numbered 215, proposed renumbering to 192*)

A. Membership shall **be determined in accordance with Bylaw 128**~~consist of: A Chair,~~**and include** one member appointed from the Board of Admissions and Relations with Schools (BOARS). **One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.)** ~~and one member from each Division who normally will be a member of the Divisional Committee on Undergraduate Preparatory and Remedial Education (or equivalent committee).~~ **The Vice Chair shall be chosen in accordance to Bylaw 128 D2 & 3**

B. Duties. **Consistent with Bylaw 40** ~~The~~ committee shall:

1. Advise the President and appropriate agencies of the Senate on matters relating to preparatory and remedial education.
2. Monitor and conduct periodic reviews and evaluations of preparatory and remedial education.
3. Supervise the Subject A requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the Subject A examination.
4. Monitor the development and use of placement examinations in mathematics.
5. Work with BOARS to communicate these standards to all high schools and colleges in the State of California.
6. Monitor campuses' implementation of Senate Regulation 761.
7. Facilitate the establishment of Divisional committees with comparable responsibilities, and promote communication between them.
8. Report on preparatory and remedial education to the Academic Council, the Assembly, and other appropriate Senate agencies. (Am 30 Nov 83)

195. Privilege and Tenure

- A. Membership shall be determined in accordance with Bylaw 128 ~~<consist of:~~
~~One member from each Division normally serving three year staggered~~
~~terms and so selected that at least one half of the members currently serve on~~
~~or have had previous service on a Divisional Committee on Privilege and~~
~~Tenure.>>~~The Vice Chair shall be chosen in accordance to Bylaw 128 D 2 &
3
- B. Duties. Consistent with Bylaw 40 the Committee shall: (Am 23 May 01)
1. ~~<The committee shall>~~ Advise the President, the Academic Senate and its Divisions, and the Divisional Privilege and Tenure Committees on general policies involving academic privileges and tenure [see Bylaw 334]. (Am 25 May 76)
 2. ~~<The Committee shall>~~ Constitute special Hearing Committees as provided for in Bylaw 336.A.
 3. ~~<The Committee shall>~~ Maintain statistical records of the grievance, disciplinary, and early termination cases taking place on each of the campuses, as specified in Bylaw 334.B.

200. Research Policy

- A. Membership shall be determined in accordance with Bylaw 128. ~~<consist of:>~~
One undergraduate student and one graduate student shall sit with the
Committee. (See Bylaw 128 E.) The Vice Chair shall be chosen in accordance
to Bylaw 128 D 1 & 3.
1. ~~One member from each Division, including the Vice Chair, and one member at large who shall also serve as Chair. The Vice Chair normally will succeed to the Chair after one year of service as Vice Chair. Members will be appointed to two-year staggered terms. New appointees shall normally be selected from among those who have been members of their Divisional Committee on Research for at least the previous year. (Am 26 May 82; Am 6 May 86; Am 4 May 89)~~
 2. ~~The Chair will serve as a member of the University Committee on Planning and Budget.~~
 3. ~~One member shall serve as a member of the Intellectual Property Advisory Council. [See Bylaw 125.B.4]~~
- B. Duties. Consistent with Bylaw 40, T the Committee shall consider matters pertaining to:

1. Fostering research;
2. Formulating, coordinating, and revising general research policies and procedures;
3. Advising the President on research. Questions of policy and their implementation may be initiated by this committee, referred to it by the President, or brought to its attention by Divisions. (Am 15 Jun 72, 25 May 82)

~~4. Report annually to the Assembly concerning its policies and practices. >~~

205. Rules and Jurisdiction - Part I [See Legislative Ruling 12.93.A-B] [Protected -- see Bylaw 116.E] NO CHANGE PROPOSED since it would require a mail ballot of all Senate members.

A. Membership

The committee shall consist of five members, two chosen from the Chairs of the Divisional Committees on Rules and Jurisdiction and three members at large. Members at large shall serve for three years, other members for three years or until they cease to hold the office of Chair of the Divisional Committees on Rules and Jurisdiction, whichever is less. The Chair shall be chosen from the members at large. No member shall be simultaneously a member of the Assembly.

B. Duties

1. It shall be the duty of this committee, immediately prior to the preparation of the call for every regular meeting of the Assembly, to examine all Divisional legislation of which it has received notice since its last examination. If the committee judges that any Divisional legislation substantially affects more than one Division or the statewide University, it shall refer such Divisional action to the Assembly with a statement of its opinion concerning jurisdiction over the matter [see Bylaw 311.A]; this opinion shall be included in the call for the next meeting of the Assembly. Such a decision by the Committee on Rules and Jurisdiction shall be subject to the provisions for referendum only as specified in Bylaw 75; the final date for filing a request or petition shall be twenty-one days after the call for the meeting is put in the mail.
2. It shall be the duty of this committee to prepare and to report to the Assembly or to any of the Divisions such changes and additions to the Bylaws and Regulations as may seem to it advisable.
3. This committee is further charged with the formal supervision of all changes in Bylaws and Regulation proposed to the Assembly by other committees or by individuals, and with the editorship of the publication, at such intervals as may seem expedient, of the Manual of the Academic Senate.

4. It is authorized to make editorial and conforming non-substantive changes in the Bylaws and Regulations with regard to numbering, headings, cross-references, organizational titles, details of style, and similar items. It shall report such changes to the organizations directly concerned, and publish them in the call for the next meeting of the Assembly.
5. It is authorized to submit to all Faculties and Councils such amendments to their Bylaws as may seem advisable.
6. Neither this Bylaw as a whole nor any part of it shall be added to, amended, or repealed except by action of the Assembly as specified in Bylaw 116.E, and ratified by two-thirds of the votes cast in a mail ballot of the voting members of the Academic Senate.

206. Rules and Jurisdiction - Part II [See Legislative Ruling 12.93.A-B]

- A. Legislative Rulings. The committee shall issue Legislative Rulings interpreting the Code of the Academic Senate at the request of a member of the Academic Council, a chair of a University Committee, or a chair of a Divisional Committee on Rules and Jurisdiction. Prior to issuance of a ruling, the position of the committee as to what such ruling should be shall be submitted to the Academic Council for consideration and comment. After considering such comment, the committee shall issue its ruling and report it to the Assembly for its information. Rulings shall be included in an Appendix to the Code of the Academic Senate and shall have the status of Senate legislation until modified by legislative or Divisional action. [see Bylaw 80.A.5]
- B. Challenges. The committee shall hear and decide challenges to any action of a University committee alleged to be contrary to the Code of the Academic Senate. Challenges must be submitted to the committee in writing signed by no fewer than ten Senate members, and may be made without time limitations. Challenges to the actions of a Divisional Committee of the Academic Senate shall be heard and decided by the Divisional Committee on Rules and Jurisdiction, or such other agency as the Divisional Bylaws may designate, subject to appeal to the University Committee on Rules and Jurisdiction. No challenges can be made to findings on the merits of a particular case by a Committee on Privilege and Tenure or a Divisional Committee on Academic Personnel or its equivalent. The committee shall issue its decisions on challenges and appeals either in the form of Legislative Rulings or by such other methods as the Committee may deem appropriate to the circumstances. Legislative Rulings shall be issued in accordance with the procedures set forth in Senate Bylaw 206.A. Decisions rendered other than in the form of Legislative Rulings may be appealed to the Academic Council, whose decision shall be final. (Am 7 Mar 72; EC Jun 78; Am 23 May 96)

- C. Requests. The committee shall respond to informal requests from Senate members for information concerning the Code of the Academic Senate, and shall file with the Secretary/Parliamentarian of the Senate, and summarize in its annual committee report, all correspondence containing committee response to such requests.
- D. Manual Supervision. The committee shall supervise: (a) the inclusion of all Assembly-approved variances to Senate Regulations in an Appendix to the Manual of the Academic Senate, and (b) the preparation of Divisional manuals in accordance with Bylaw 80.C.

210. Student Affirmative Action (Recommend that a subcommittee of members from UCAAD, BOARS, and UCEP discuss possible amendments to their own charges to ensure all aspects of the Student Affirmative Action Committee's charge are retained, so that this committee can be eliminated.)

A. Membership shall consist of one member from each Division and a Chair appointed by the Committee on Committees. When a Division has a committee concerned principally with student affirmative action, the member will normally be its chair, or a member of the committee recommended by the chair. When no such Divisional committee exists, the member shall be appointed by the Divisional Committee on Committees in consultation with the chair.

B. Duties. The committee shall:

1. Facilitate the development on all University of California campuses of Divisional committees on student affirmative action; facilitate efforts concerned with (a) identifying undergraduate, graduate, and professional programs in which there are disproportionately few students from groups defined by ethnicity or sex who enter, perform at a strong academic level, or graduate from these programs, and (b) working with faculty in each such program to increase the number of students from the underrepresented groups who enter, perform with academic strength, and successfully complete the program.
2. Seek to increase the effectiveness and efforts of corresponding Divisional committees by promoting and facilitating communication among them, and between them and the Office of the President.
3. Undertake, on its own initiative, studies and/or evaluation of administration and faculty policies and endeavors related to or affecting student affirmative action, and make recommendations to the Academic Senate and the Office of the President concerning these; the committee may, with the approval of the Academic Council, speak for the Senate on student affirmative action matters in specific contexts.
4. Report to the Assembly on progress and problems in connection with its duties.

~~215.) Preparatory Education (Am 4 Jun 91) (Proposed renumbering to 192)~~

- A. Membership shall **be determined in accordance with Bylaw 128**~~<consist of: A Chair,>~~ **and include** one member appointed from the Board of Admissions and Relations with Schools (BOARS). **One undergraduate student and one graduate student shall sit with the Committee. (See Bylaw 128.E.)** ~~<and one member from each Division who normally will be a member of the Divisional Committee on Undergraduate Preparatory and Remedial Education (or equivalent committee). >~~ **The Vice Chair shall be chosen in accordance to Bylaw 128 D2 & 3**
- B. Duties. **Consistent with Bylaw 40** ~~T~~he committee shall:
1. Advise the President and appropriate agencies of the Senate on matters relating to preparatory and remedial education.
 2. Monitor and conduct periodic reviews and evaluations of preparatory and remedial education.
 3. Supervise the Subject A requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the Subject A examination.
 4. Monitor the development and use of placement examinations in mathematics.
 5. Work with BOARS to communicate these standards to all high schools and colleges in the State of California.
 6. Monitor campuses' implementation of Senate Regulation 761.
 7. Facilitate the establishment of Divisional committees with comparable responsibilities, and promote communication between them.
 8. Report on preparatory and remedial education to the Academic Council, the Assembly, and other appropriate Senate agencies. (Am 30 Nov 83)

220. Undergraduate Scholarships, Honors, and Prizes [Abolished by action of the Assembly, 20 Nov 85]

225. University Extension [Abolished by action of the Assembly, 20 Nov 85]

TABLE 1

**PROPOSED BYLAW 128.D 1. VICE CHAIRS
THE VICE CHAIR OF THE FOLLOWING COMMITTEES SHALL
BE AN AT-LARGE MEMBER, WHO HAS EXPERIENCE AS A
MEMBER OF THE CORRESPONDING DIVISIONAL
COMMITTEE.**

Academic Personnel
Board of Admissions and Relations with Schools
Committees
Educational Policy
Faculty Welfare
Graduate Affairs, Coordinating Committee on
Planning and Budget
Research Policy

TABLE 2

**PROPOSED BYLAW 128.D 2. VICE CHAIRS
THE VICE CHAIR OF THE FOLLOWING COMMITTEES SHALL
BE APPOINTED FROM AMONG THE DIVISIONAL APPOINTEES**

Academic Freedom
Affirmative Action and Diversity
Information Technology and Telecommunications Policy
International Education (*Please note that there is a proposal to change the
name of the Education Abroad Committee to International Education.*)
Library
Privilege and Tenure
Preparatory Education