COMMITTEE ON RULES AND JURISDICTION
REPORT TO THE RIVERSIDE DIVISION
MAY 19, 2009

Proposed Change to Bylaw 8.4.1
Committee on Academic Personnel

To Be Adopted

PRESENT

8.4.1 The number of committee members shall be ten, and represent as many academic disciplines as possible. All members shall hold the rank of full professor and shall serve for offset periods of three years so that there is continuity and memory on the committee. For primary reviewing purposes, when retiring members are replaced, appointment of one incoming member shall be in the area of review previously occupied by the newly appointed Chair of the committee (who reads all files but is primary reviewer on none). No two individuals from the same department may serve simultaneously on the Committee on Academic Personnel. (Am 16 Nov 04) (Am 30 May 06)

8.4.2 The committee shall provide advice to the Chancellor on academic personnel matters and represent the Division in all matters relating to appointments and promotions.

8.4.3 The committee shall file an annual report with the Division at the first regularly scheduled Division meeting of each academic year. (En 9 Feb 89) (Am 6 Feb 92)

PROPOSED

8.4.1 The number of committee members shall be ten, and represent the variety of disciplines and fields across campus. All appointees should have at least three years of UC service at the time their term begins. All members shall hold the rank of full professor and shall serve for offset periods of three years, subject to annual reappointment, so that there is continuity and memory on the committee. No two individuals from the same department may serve on the Committee on Academic Personnel.

The committee will have a Chair appointed by the Committee on Committees, and a Vice Chair, also appointed by the Committee on Committees after consultation with the incoming Chair. The Vice Chair will assume the duties of the Chair when the Chair is unavailable.

8.4.2 No change.

8.4.3 No change.

Justification: The proposed changes codify and clarify existing practices followed by the Committee on Committees in appointing and reappointing members to CAP. The addition of the statement pertaining to qualification for CAP service encodes the practice followed by the
Committee on Committees to ensure that prospective members represent a broad spectrum of disciplines on campus and that they have several years of first-hand experience with the UC personnel process before being considered for appointment to CAP. The addition of the statement pertaining to annual reappointment makes explicit the long-standing practice of appointments to Senate committees where membership is customarily for a longer term than one year. For these committees, an annual reappointment letter is issued from the Committee on Committees, except in cases where a member may not be available or appropriate to continue on the committee.

The deletion of the statement about replacing retiring members removes a cumbersome constraint on the pool of prospective members. This constraint also is unnecessary now that files are available for review electronically, enabling all members to review every file.

The addition of the Vice Chair appointment formalizes the practice used by other Senate committees with very heavy workloads throughout the year. This practice allows the committee's work to proceed without unexpected delays and also may enable a Vice Chair to prepare to step into the role of Chair, if appropriate, the following year.

Approved by the Committee on Academic Personnel: March 4, 2009

The Committee on Rules and Jurisdiction finds the wording to be consistent with the code of the Academic Senate: March 10, 2009

Endorsed by the Executive Council: March 23, 2009