To be received and placed on file:

The Committee on Rules and Jurisdiction conducted its work via email and telephone. Following is a summary of Committee activities from September 1, 2014 to August 31, 2015.

In keeping with the charge to review legislation submitted for adoption, the Committee considered the Regulations, Bylaws, and Policies below and found the wording to be consistent with the code of the Academic Senate.

**Regulation 6 Campus Graduation Requirements (R6.13 & R6.14)**

The proposed change would remove the General Education Concentration Options. The five year pilot period for the General Education Concentration Options expired at the end of Summer 2014. The Committee on Educational Policy (CEP) verified that no students are currently completing the program. Apparently the program was difficult to administer and students were averse to the additional workload. CEP did not find any support for continuing the program.

**College of Engineering Breadth Requirements**

The list of approved breadth classes for BCOE was seen as too restrictive. The newly approved structure provides a substantially greater range of options for our students, and allows them greater freedom to complement their technical backgrounds with coursework from both the humanities and the social sciences.

**Policy for the Retention of Graded Materials**

The Committee on Educational Policy (CEP) proposed a clear grading policy that specifies the responsibilities of the affected parties with regard to preserving evaluation materials in case an appeal is filed. Specifically, CEP proposed the following policy for the retention of evaluation materials.

Instructors and students are advised to preserve evaluation materials under their control at the end of an academic term for the duration of the period in which a grade appeal may be filed (ref. R5.1.1). Such materials include all assessments and records of performance that affect a student’s course grade. Students should not expect instructors to preserve materials that are difficult to store, or that are not under the instructor's control, or for which students have been given a reasonable opportunity to obtain from the instructor. If an appeal is filed, instructors and students must preserve evaluation materials under their control until the appeal has been adjudicated.

**Revision to Standards for the Dean’s Honor List**

The Committee on Scholarships and Honors reviewed proposed changes to Appendix 3A. These changes would amend the existing regulations to address challenges associated with undergraduate students enrolling in fewer average units per quarter, thereby undercutting graduation rates and time-to-graduation by increasing the minimum number of enrolled units.

**Proposed changed to Bylaw 8.9 – Library, Information Technology & Scholarly Communication**

The proposed changes are intended to clarify the purpose, membership and duties of the committee.
When the committee on Library and Scholarly Communication merged with the committee on Academic Computing and Information Technology, it was intended that members would formally change the committee’s name. To finalize the committee merger, the committee voted to change its name to the committee on Library and Information Technology.

**Proposed Changes to Charge of the Committee on Preparatory Education Membership Bylaw (8.24.1)**
The Committee on Preparatory Education proposed that the Registrar be removed as an administrative representative to the Committee as the Registrar’s functions no longer fall in the area of preparatory education. If an issue arises that needs the Registrar’s consultation, they will be invited to attend a meeting as a guest.

**Proposed Changes to Charge of the Committee on Committees Bylaw 8.8.2.1**
The Committee on Committees proposed a change in composition to its membership to indicate that two members will be appointed from the College of Engineering, one member from the School of Business Administration or the Graduate School of Education, and one member from the School of Medicine or the School of Public Policy.
In addition, the proposed change indicates a specific time frame on the vacancy of a position.

**Proposed Changes to Charge of the Committee on Academic Freedom Bylaw 8.3**
The organizational changes are intended to clarify the purpose, membership and duties of the committee.

The Committee on Rules and Jurisdiction considered the following Regulations, Bylaws, and Policies and found the wording not to be consistent with the code of the Academic Senate and provided advice and/or suggestions for further revisions.

**MSE Personnel Review Process**
The committee on Rules and Jurisdiction reviewed the proposal from the Bourns College of Engineering to implement a special personnel review process for faculty hired to teach in the Material Science Engineering Program (MSE). The committee found the wording not to be consistent with the code of the Academic Senate and in violation with APM 160.

The committee on Rules and Jurisdiction suggested BCOE refer to the current procedures on page 37 of CALL concerning the solicitation of letters from other Departments/ Programs/ Institutes/ Centers.

**Proposed Changes to Charge of the Committee on Diversity and Equal Opportunity Bylaw 8.6**
The Committee on Diversity and Equal Opportunity proposed changes to their Bylaws intended to clarify the purpose, membership and duties of the committee.

The Committee on Rules and Jurisdiction considered the proposed bylaw change for the Senate Committee on Diversity and Equal Opportunity and found the words “continuous surveillance” in 8.6.3 A not to be consistent with or conductive to the preamble of APM 015 (faculty code of conduct) which states the following:

"The University seeks to provide and sustain an environment conducive to sharing, extending, and critically examining knowledge and values, and to furthering the search for wisdom."

By a vote of +0-3-0, the Committee on Rules and jurisdiction did not support the proposed change and further recommended eliminating duty A and incorporating the preexisting phrase
“at its discretion, makes recommendations for improvement in specific practices and general policy” within the body of duty D.

In addition to the above, the Committee is often asked to respond to informal requests from members, officers, or committees of the Division for information regarding the Code of the Academic Senate or the legislation of the Division. To that end, the Committee responded to the following requests for advice or ruling:

**Bylaw 55 concerning voting rights for Assistant Professors**
The Committee on Rules and Jurisdiction received an inquiry as to whether or not a department may split their class of Assistant Professors into two groups. It was suggested that voting rights may be extended to Assistant Professors with three or more years at the rank and Assistant Professors with less than three years at the rank would be eligible to provide an advisory vote.

The Committee on Rules and Jurisdiction considered the inquiry and advised that the wording of Bylaw 55 is vague enough that it would not prohibit splitting the class of Assistant Professors if the department agreed to pursue this path. However, there was concern expressed with establishing a precedent for such a procedure.

**Instructor of Record**
The Committee on Rules and Jurisdiction received a request to provide UCR’s official definition of “instructor of record.” The Committee considered the inquiry and stated the following:

As listed in the University’s official records and communications, Regulation 739 indirectly defines 'instructor of record' as the 'officer of instruction'.

739. A curricular offering is a University course of instruction only if it is approved by an agency of the Academic Senate for presentation by an officer of instruction in accordance with Regulation 750(A), and is under the jurisdiction of an academic agency approved by The Regents.

R. Williams, Chair
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P. Gorecki, Secretary Parliamentarian