

VII. REPORTS OF STANDING COMMITTEES

A. Academic Council

Lawrence H. Pitts, Chair

- 1. Nomination and Election of two at-large members to Universitywide Committee on Committees, 2004-2005 (Oral Report, Action)**
- 2. Ratification of the 2004 Oliver Johnson Awardee (Oral Report, Action)**

The Assembly will be asked to ratify the Academic Council's choice for recipient of the 2004 Oliver Johnson Award.

The Oliver Johnson Award for Service to the Academic Senate is given biennially to a member of the UC faculty who has performed outstanding service to the Senate. Its broader goal is to honor, through the award to the recipient, all members of the faculty who have contributed their time and talent to the Senate.

Nominations for the award come through Divisional Committees on Committees to the Universitywide Committee on Committees (UCOC). UCOC, in turn, submits the names of two nominees to the Academic Council. The recipient will be chosen by the Academic Council and ratified by the Assembly of the Academic Senate at the May Assembly meeting.

VII. REPORTS OF STANDING COMMITTEES (Continue)

A. Academic Council (Continue)

3. Academic Council Resolution on the Budget (Action)

The following Resolution, "California's Budget Crises and the University of California" was approved by the Academic Council on April 20, 2004 and is presented here for the Assembly's approval. The Resolution is intended to form the basis of the UC faculty's public education effort on the value of the University, particularly with respect to its impact on the business climate and health care in the State of California.

CALIFORNIA'S BUDGET CRISIS AND THE UNIVERSITY OF CALIFORNIA RESOLUTION OF THE ACADEMIC COUNCIL OF THE UNIVERSITY OF CALIFORNIA

WHEREAS California's economy, health, and quality of life are largely dependent upon the teaching, research, and public service activities of the University of California (UC); and

WHEREAS for the benefit of California, UC must continue to provide higher education of high quality that is both accessible and affordable to qualified students; and

WHEREAS graduate education in teaching and research is essential to UC's mission and California's economic wellbeing but is threatened by unprecedented and unrealistic graduate fee increases caused by California's budgetary crisis; and

WHEREAS access to a UC undergraduate education for some of California's qualified high school graduates is becoming prohibitively expensive due to markedly increased fees over the past 3 years; and

WHEREAS in order for students to be able to plan realistically for education costs, future fee increases must be gradual, fair and predictable; and

WHEREAS UC faculty are committed to educating students from the broad spectrum of California's citizens, but reduced allocations for student aid will deny a UC education to some deserving students from economically disadvantaged backgrounds; and

WHEREAS about 10% of UC's entering freshman enrollment is being cut because of California's budgetary crisis; and

WHEREAS UC faculty salaries have increased minimally over the past 3 years and are nearly 10% below those of our comparison public and private research universities; and

WHEREAS low salaries are beginning to hinder the recruitment and retention of outstanding faculty; and

WHEREAS an outstanding UC faculty is fundamental to the quality of teaching and research at UC but is becoming difficult to maintain in the face of salary and research restrictions; and

WHEREAS State support for UC research has fallen by 25% over the past 3 years, thereby diminishing the contribution that UC research makes to the state's economy; and

WHEREAS severe erosion of funding for libraries and facilities is hampering student learning and faculty scholarship; and

WHEREAS the California State University and the California Community Colleges, our sister segments in higher education, also are being harmed by severely reduced budgets; and

WHEREAS the Faculty and the Administration of the University of California reaffirm our commitment to maintain the Master Plan for Higher Education insofar as resources are available: therefore

BE IT RESOLVED that the faculty are committed to assisting the Governor in his plan to "expand the dream of college" to California high school graduates; and be it further

RESOLVED that the UC faculty and administration will continue to seek support from private and public sources for teaching, including graduate education, and research; and be it further

RESOLVED that faculty will work eagerly with UC administration, alumni, staff and students to educate Californians about UC's unique and critical role in shaping California's economic future; and be it further

RESOLVED that faculty will work with these groups to educate State legislators and executive officers about the irreparable harm that will befall the University unless these unsustainable budgetary restrictions are promptly reversed.

Resources on Topics Relating to the Academic Council Resolution

President Dynes' March 8, 2004 [*Testimony before the State Budget and Fiscal Review Subcommittee*](#) (for each topic refer to the page or appendix noted):

- Cost of education and fee increases (A-6, A-7, A-8, A-9)
- Reduced allocation for student financial aid (pp. 13-14, A-10 -- A-12)
- Reduced enrollment (p.12)
- Lag in UC faculty salaries (A-18-- A-19)
- Cuts to research (pp. 15-16)
 - California's economy linked to an educated populace (pp. 5-7)

Further Resources:

Governor's Proposed 2004-05 UC Budget

- Overview of the Governor's Budget Items Relating to UC:
<http://www.ucop.edu/news/archives/2004/jan09a.htm>

- Department of Finance Budget Summary: http://www.dof.ca.gov/HTML/BUD_DOCS/Bud_link.htm
- UCOP Budget Updates: <http://www.universityofcalifornia.edu/news/budget/>

Public Advocacy Campaigns

- UC for California: <http://www.ucforcalifornia.org/campaign/calaction/edesuerqjxetd>
- Keep California's Promise, an independent citizens alliance for higher education in California: <http://keepcaliforniaspromise.org/site/> (site is under construction)

UC Mission Statement: <http://www.universityofcalifornia.edu/aboutuc/mission.html>

California Master Plan: <http://www.universityofcalifornia.edu/aboutuc/masterplan.html>

Graduate Education

- Graduate Education at UC (short statement on Grad support w/ links): <http://www.ucop.edu/services/gradeduc.html>
- “Innovation and Prosperity at Risk: Investing in Graduate Education to Sustain California’s Future,” Report of the Commission on the Growth and Support of Graduate Education, 2001: <http://www.ucop.edu/services/innovation.pdf>

Cost of UG Education and Fee Increases

- Fact Sheet on 2003-04 Student fees: http://www.ucop.edu/news/factsheets/2003/student_fees.pdf
- 2003-04 Undergraduate Resident Budgets: http://www.ucop.edu/sas/sfs/reports_and_data/other/UGBdgs0304.pdf

UC Faculty Salaries

- Regents 2004-05 Budget Principles and Priorities: <http://www.universityofcalifornia.edu/regents/regmeet/mar04/502.pdf>
- Average Salaries for Full-Time Faculty Members, 2002-03; Chronicle of Higher Education, 4/18/2003: <http://chronicle.com/prm/weekly/v49/i32/32a01501.htm>
- UCOP survey of academic job candidates: “reasons first-offer candidates declined appointments 1995-96 – 1999-2000”: <http://www.ucop.edu/acadadv/acadpers/table8.pdf>; “reasons tenured faculty cited for leaving UC 1982-83 – 1998-99”: <http://www.ucop.edu/acadadv/acadpers/table10.pdf>

Funding for Libraries

- UC Libraries Budget Page: http://libraries.universityofcalifornia.edu/news/library_budgets.html

California State University and California Community College Budget Issues

- Testimony of CCC Chancellor Drummond before the budget subcommittee: http://www.cccco.edu/news/press/press_2004/press_march/press_031004.htm
- CSU “Budget Central” (Budget Summit presentations, budget fact sheets, etc.): <http://www.calstate.edu/BudgetCentral/index.shtml>

Impact of UC research on State’s Economy

- UC Fact Sheets on each campus, including economic impacts: <http://www.universityofcalifornia.edu/campuses/welcome.html>
- IU Cooperative Research Program – links between UC research and the California economy: <http://uc-industry.berkeley.edu/about/economic.htm>

4. Ad Hoc Committee on Bylaw Revisions (Action) **George Blumenthal, Chair**

In accordance with Senate Bylaw 116. Authority of the Assembly – Part II. E. “The Assembly is authorized to approve modifications to the University Academic Senate legislation...Except for Bylaws marked ‘{[Protected –see Bylaw 116.E](#)}’, modification of Bylaws requires the approval of two-thirds of all voting members of the Assembly present;” Modification of Bylaws shall take effect immediately following approval unless a different date is specified or required.

The following proposed amendments were approved by the Academic Council at its April 28, 2004 meeting and found to be consonant with the Code of the Academic Senate by the University Committee on Rules and Jurisdiction (UCR&J).

TO MEMBERS OF THE ACADEMIC ASSEMBLY:

The proposed Senate Bylaw revisions now before you are an outgrowth of a five-year effort to modernize our Senate Bylaws. Last year, the Academic Assembly enacted a substantial number of amendments to our bylaws. Most of these amendments involved clarifying and modifying the membership, leadership, and charges to standing committees of the Assembly. In addition, we adopted a number of bylaw changes regarding systemwide senate operations, such as allowing electronic distribution of agendas and electronic ballots. These additional changes really involved picking the “low hanging fruit” of bylaw amendments, and we recognized that a number of tough issues remained and promised to address those difficult issues during the 2003-04 academic year.

Toward that end, the Academic Council’s task force on bylaws continued its work this year with continuing members Senate Vice Chair George Blumenthal (who chairs the task force), UCM Task Force Chair and Secretary/Parliamentarian Peter Berck, and UCR&J Chair Jean Olson, as well as new member Senate Chair Larry Pitts, all working collaboratively with Executive Director Maria Bertero-Barcelo. In addition to the known issues left over from last year, we had input from the divisional directors and carefully considered the bylaw changes that they proposed. We also made additional changes based upon responses from the divisions and from systemwide committees.

We now bring before you a number of proposed bylaw amendments for adoption by the Academic Assembly. These bylaw changes have been endorsed by the Academic Council, and the University Committee on Rules and Jurisdiction has found these proposed amendments to be consonant with the Code of the Academic Senate.

Let me briefly highlight some of the more significant changes in these proposed bylaw amendments.

- The proposed bylaws explicitly allow for committee meetings, both divisional and systemwide, to be held electronically. This removes any possible ambiguity regarding whether videoconferences or teleconferences constitute official meetings. Divisions may still choose, in their bylaws, to limit electronic meetings.

- The proposed amendments address, in a consistent fashion, how to define time periods for systemwide senate operations. Currently, our bylaws use days of term, days of instruction, and calendar days. Some of this language is left over from the time when there were just a few campuses in the UC system, all on the same schedule. In a statewide context where some campuses are on the semester system and others are on quarters, and where some, but not all, campuses have state supported summer instruction (which might be regarded as year round operation), it does not make sense to discuss days of term or days of instruction in a systemwide context. Indeed, days of instruction are not even well-defined on many campuses, such as UCLA, which is on the quarter system while some of its professional schools use semesters. We have therefore simplified the bylaws by consistently making calendar days the unit of time within the bylaws: The use of calendar days allows systemwide senate business to occur throughout much of the year. The alternative, which would allow meetings only when all campuses have instruction would be paralyzingly restrictive. It could limit us to doing business only between October and April, which is neither practical nor professional. The approach we have taken here provides consistency throughout the bylaws and provides for systemwide senate operations throughout much of the year. We drafted the language so that divisions could choose to operate within a much more restricted period of time.
- The proposed bylaw amendments allow electronic voting to occur for all elections, both systemwide and divisional.
- The bylaws eliminate the Student Affirmative Action Committee (which has not operated for many years) and formally includes student diversity issues within the charge to UC Affirmative Action and Diversity.
- The bylaws clarify that petitions of students must be delivered to the relevant chair (Assembly or divisional), who alone has the authority to refer them to a committee or the assembly. Because of that explicit clarification, we retained the item “Petitions of Students” in the agenda for Senate meetings.
- The bylaws regarding divisions are modified to allow the greatest possible autonomy to divisions without compromising systemwide senate principles.

We therefore move adoption of these amendments to the bylaws with the following provisos:

- The amendment to bylaw 120.D.6 will be effective immediately following the next regular meeting of the Academic Assembly. This will allow the Assembly to adopt whatever rules of order it chooses at its next meeting.
- The amendment to Bylaw 50.A and the elimination of Bylaw 235 will become effective only when the UC Berkeley Division Chair certifies to the Assembly chair that the Berkeley Division has established a Berkeley Faculty for the School of Public Health and that this Faculty has been established prior to September 1, 2005. This ensures that the governance of the School of Public Health will continue uninterrupted as we transfer authority for a Faculty from the Assembly to the Berkeley Division.
- All other bylaw amendments will become effective immediately (as specified in Bylaw 116.E).

Respectfully submitted,

George Blumenthal, Chair, Academic Council Bylaws Task Force

**PROPOSED AMENDMENTS TO THE ACADEMIC SENATE BYLAWS
SUBMITTED BY THE
ACADEMIC COUNCIL BYLAW AD HOC COMMITTEE**

JUSTIFICATION FOR THE BYLAW CHANGES

Bylaw 15: The secretary/parliamentarian is considered an officer of the Assembly, which is why the word “Secretariat” is removed from the title of Title II. The President has agreed that it is unnecessary for him to be consulted on the choice of secretary/parliamentarian, especially since he is not consulted officially on the Assembly chair and vice-chair. The role of the secretary/parliamentarian in dealing with student petitions has been transferred to the Assembly chair, as indicated in the proposed revisions of Bylaw 110.

Bylaw 20: This change adds the Academic Council to the list of agencies of the Academic Senate. The Academic Council does effectively act as the executive committee of the Academic Assembly, but it does so much of the work of the systemwide senate that it should be listed as one of our fundamental agencies.

Bylaw 30: This bylaw defines the start of an elected term as September 1, and the changes clarify that only these bylaws or divisional bylaws can change that starting date. Campuses on the semester system may choose (in their bylaws) to start their terms before September 1.

Bylaw 32 (new): The proposed bylaw explicitly allows meetings of senate agencies, both divisional and systemwide, to be held electronically (e.g. teleconference, video conference, password-protected chat room). This removes any possible ambiguity regarding the potential validity of such meetings. At the statewide level, both cost and faculty time considerations make electronic meetings increasingly attractive. Divisions of the Academic Senate are explicitly permitted to adopt more restrictive limits on the use electronic meetings. In addition, the proposed bylaw explicitly requires the participation of a quorum of members during all votes conducted within senate agencies.

Bylaw 35: (B) This clarifies that the terms of all committee members begin September 1 unless explicitly changed by systemwide or divisional bylaws. **(D.5)** This new addition provides an explicit mechanism and authority for *systemwide* senate agencies that appointed committee members (in most cases UCOC) to remove these committee members. Such removal requires a 2/3 vote. Before any final action is taken, this bylaw requires the appointing agency to afford the appointee an opportunity to respond to those allegations which motivate the possible removal. **(E.2)** For special committees, this changes the starting date, which, by default, allows more than a full year of operation from the first day of the spring term (not a well-defined moment in time even for a campus) to the first day of March.

Bylaw 40: This change clarifies that only committees whose establishing bylaws provide for it may render direct advice to the President or a Chancellor without first passing that advice through the appropriate body of its establishing agency. For example, this allows CAP to advise the Chancellor or Chancellor’s designee directly, while the Educational Policy committee must pass its recommendations through the appropriate divisional agency or in the systemwide context, through the Academic Council. This amendment provides only a clarification of already existing policy.

Bylaw 45: The term “chief administrative officer” is widely used these days by non-Senate managers. This change clarifies that we mean the chief **academic** administrator.

Bylaw 50: (A) We need to clarify whether the School of Public Health, currently the only Faculty established within the systemwide bylaws, should still appropriately report directly to the Assembly. It would appear more reasonable for this Faculty to report to the Berkeley Division. This change, as well as the elimination of bylaw 235, are reasonable changes at this time assuming that the Berkeley division

establishes the School of Public Health as a Faculty of the Berkeley division. Therefore this change, as well as the elimination of bylaw 235, should become effective only when the Berkeley Division establishes this Faculty. We propose setting a time limit of September 1, 2005 for this process. (C) The term “chief administrative officer” is widely used these days by non-Senate managers. This change clarifies that we mean the chief **academic** administrator.

Bylaw 80: We are proposing to add two new appendices to the Manual of the Academic Senate. One is a glossary containing the definitions of terms used in the Code of the Academic Senate. By including definitions of terms, whether defined or not in the bylaws, this should make the manual much more user friendly. The other appendix is an official record of and reference guide that will track all Assembly actions. This will be the official legislative record, showing the reasons and justification of Assembly action on legislation or other matters.

Bylaw 88 (new): Currently, our systemwide bylaws use several different units of time: days of term, days of instruction, and calendar days (which are defined in two different ways within the current bylaws). Some of this language is left over from the time when there were just a few campuses in the UC system, all on the same schedule. In a statewide context where some campuses are on the semester system and others are on quarters, and where some, but not all, campuses have state supported summer instruction (which might be regarded as year-round operation), it does not make sense to discuss days of term or days of instruction in a systemwide context. Indeed, days of instruction are not even well defined on many campuses, such as UCLA, which is on the quarter system while some of its professional schools use semesters. To simplify matters, we propose to simply use true calendar days as the unit of time in these bylaws. This will permit the systemwide senate to operate throughout most of the year, and the need for a quorum at Assembly meetings guarantees that such meetings will not be called at wholly inopportune times. We drafted the language so that divisions could choose to operate within different periods of time, when so specified in their own bylaws.

Bylaw 90: (A.4) This section is removed for consistency with regard to the definition of calendar day. Instead we use calendar days as defined in the new bylaw 88.

Bylaw 95: (A) This change converts days of instruction to calendar days. (D) This addition conforms with the Assembly’s May 2003 action approving the use of electronic ballots and ensures that electronic ballots may be used in any vote previously reserved for mail ballots.

Bylaw 110: The change in title reflects the fact that none of the bylaws address or mention “consultants.” (A.1) This is a clarifying change. The Chair and Vice Chair are automatically members of the Assembly, and therefore, they cannot also act as divisional representatives. (A.3.c) This change provides more flexibility for a division to request of Academic Council the cancellation of a special Assembly meeting originally called for by the division. (A.3.h) This section clarifies how student petitions are handled. The chair of the Assembly is authorized to receive such petitions (or other material intended for submission to the Assembly) and to determine whether such materials should be referred to a senate committee.

Bylaw 120: (B) The current bylaws provide a time for sending the call to a regular and emergency meeting of the Assembly but not for a special meeting. This change rectifies that. The deleted B.2 eliminates another definition of calendar days so that proposed bylaw 88 applies here as well. (C.2) The current bylaws provide agenda items for regular and special meetings but not emergency meetings. This proposed change rectifies that. In additions, minutes of regular meetings should not be required for approval at special or emergency meetings. They may not even be prepared yet. (D.6) The current bylaw names two specific alternative sets of rules of order and allows systemwide agencies to choose between them. This is not a well-defined choice since there are many editions of *Robert’s Rules of Order* and the first edition is no longer copyrighted. We propose to allow the Assembly to choose whatever set of rules

of order it wishes, by majority vote. **(D.7)** The minutes have not for many years been distributed within 30 days of a meeting. By changing this bylaw to require distribution of the minutes in the call to the next regular meeting, we are bringing the bylaw into conformity with reasonable practice. **(D.8)** Last year, the Assembly approved distribution of calls electronically. When a member of the Senate wishes to be placed on the mailing list, this proposed change allows the senate to provide an electronic copy of the call.

Bylaw 125: **(B.1)** This provides the Academic Council with the same authority provided to other standing and special committees of the Assembly. It also more clearly defines the Council's role as the executive committee of the Academic Assembly. **(B.11)** This new section allows the Academic Council to act, in lieu of the Assembly, on any matter (other than a bylaw amendment) when the Assembly has failed to act through lack of quorum and when the matter is noticed in the call of the meeting that failed to achieve quorum. This provides an additional mechanism for the systemwide academic senate to act in a timely fashion, particularly on issues of some urgency. Presumably, if enough members of the Assembly wanted to participate in a particular matter, they would have attended the relevant Assembly meeting, thereby establishing a quorum. In any event, the bylaw requires that any action taken by the Academic Council under these circumstances must be reported in the Call to the next regular or special Assembly meeting. This ensures that the Assembly is noticed regarding such actions, thereby providing the Assembly the option of reversing them. **(B.12)** Currently other standing committees of the Assembly can establish special or subcommittees. This change explicitly allows the Academic Council to establish its own special committees, which report to Council. This practice has occurred frequently over the past few years.

Bylaw 140: This change explicitly includes student diversity under the authority of the Affirmative Action and Diversity Committee. This has been their practice, and this change is appropriate given the elimination of the long-defunct Student Affirmative Action Committee (bylaw 210).

Bylaw 150.B: This change is for consistency in formatting only.

Bylaw 155 (renumbered Bylaw 181): This change is for consistency in the listing of committees in alpha order.

Bylaw 175.B.2: This change is for consistency in formatting only.

Bylaw 210: The Student Affirmative Action Committee has not been active or staffed since the early 1980's. Its charge has already been subsumed by BOARS, UCEP, and UCAAD. In the proposed bylaws, we explicitly list students now under the UCAAD bylaw 140.

Bylaw 235: Assuming action by the Berkeley Division to establish the School of Public Health as a Faculty of their division, we are proposing to eliminate this bylaw (see justification for Bylaw 50.A).

Bylaw 315: **(A.2)** In practice in the divisions, the vice chair performs the duties of the chair when the chair is unavailable. **(C)** This provides the divisions the same flexibility as provided the Assembly in setting the order of the agenda items. **(D)** This sets the default rules of order as those used by the Assembly, but it allows divisions the freedom to make their own choice. **(F)** This gives the divisions the same flexibility (including the right to distribute minutes electronically) given to the Assembly. **(G)** This amendment clarifies how student petitions are handled at the divisional level. Unless otherwise specified in divisional bylaws, the division chair is authorized to receive such petitions (or other material intended for submission to the division) and to determine whether such materials should be referred to an appropriate committee.

Bylaw 325: The current bylaw is fairly controlling about the types of standing committees a division should have. The proposed bylaw allows divisions to establish their own preferred committee structure,

so long as there is a division committee corresponding to each systemwide committee. Any single divisional committee may correspond to more than one systemwide committee. This amendment provides greater flexibility to the divisions to establish that committee structure that best fits their own needs.

Bylaw 330: (B.3.b) This change simply reflects the current usage of Graduate Students Instructors (GSI's) and Graduate Student Researchers (GSR's).

Bylaw 340: These changes conform to the Assembly's May 2003 action allowing electronic voting and explicitly allow divisions to conduct electronic votes for both elections and other mail ballots. The bylaw is intended to allow the maximum possible flexibility for divisions in setting the rules for their own voting. The time periods have been changed to bring them into conformity with proposed bylaw 88.

Bylaws of the Academic Senate
University of California

Part I. - Membership, Authority and Organization

Title I. Membership and Authority of the Academic Senate

Title II. Officers ~~and Secretariat~~

10. President and Vice President

The President of the University is *ex officio* President of the Academic Senate and a member of the Assembly of each Division and Faculty. The Chair of the Assembly is *ex officio* Vice President of the Academic Senate. [See Bylaw 110]

15. Secretary/Parliamentarian

~~In consultation with the President of the Senate, the~~ The Academic Council shall appoint a Secretary/Parliamentarian of the Senate, subject to ratification by the Assembly, for a three-year term. ~~The Secretary/Parliamentarian may transmit to an appropriate committee.~~ (EC 18 Nov 68; Am 5 May 88)

Title III. Organization of the Academic Senate

20. Functions of the Academic Senate

The functions of the Academic Senate are exercised by the following agencies and their committees:

- A. The Assembly of the Academic Senate [see beginning with Bylaw 105]
- ~~B. Standing and Special Committees of the Assembly~~
~~[see beginning with Bylaw 125]~~ **The Academic Council [see Bylaw 125]**
- ~~C. B.——~~ Standing and Special Committees of the Assembly [see beginning with ~~Bylaw 125~~ **Bylaw 128**]
- ~~D. C.——~~ Divisions of the Academic Senate [see beginning with Bylaw 305]
- ~~E. D.——~~ Standing and Special Committees of the Divisions [see beginning with Bylaw 320]
- ~~F. E.——~~ Faculties of Divisions [see beginning with Bylaw 45]

The functions of these committees are such as are assigned by these Bylaws or by the agency to which they directly report. Except as may be specifically authorized in the legislation by which it is established, no agency or committee of the Academic Senate may redelegate any authority of the Academic Senate vested in it to a subcommittee or any other agency. (Am 13 May 97)

30. Commencement of Terms of Office

A. Unless otherwise specified, in these Bylaws or in the relevant Divisional Bylaws, the term of office of each person elected to serve in a Senate agency shall begin on September first following election. ~~but~~ The length of term shall be determined by the appropriate Senate agency.

B. Initial elections in a newly established legislative agency of the Senate shall occur as soon as possible, and each person elected shall assume office immediately. If at the time of the election the unexpired term of such office is less than four months, the incumbent shall remain in the office until the end of the following term.

32. Meetings of Senate Agencies

Unless otherwise stated in the Systemwide or Divisional Bylaws, a meeting of any Senate agency may take place either in person or electronically.

Except for mail or electronic votes of the full academic Senate or of a Division, which are governed by Senate Bylaws 95 and 340, all votes of senate agencies require the participation of a quorum of the voting members.

Title IV. Committees

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, in these bylaws or the relevant Divisional bylaws, members of Standing Committees shall serve two-year terms, where feasible staggered, beginning on September first following their appointment. (Am 28 May 2003)

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.

5. A systemwide Senate agency may, by a two-thirds vote, revoke any appointment it has previously made. Prior to revoking an appointment, the agency shall give notice to the appointee, including reasons for the proposed revocation, and provide the appointee with an opportunity to respond.

- 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~~ **March**, 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 in writing to the Assembly, and not less than annually. (Am 28 May 2003)

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, **as provided in these bylaws or relevant Divisional bylaws**, it shall report its recommendations to the establishing agency when this action is consistent with its charge and does not violate confidence. When a Special or Standing Committee of the Assembly formally advises the President it shall convey its advice through the Academic Council. (Am 28 May 2003)

Title V. Faculties

45. Membership

In accordance with the provisions of this Bylaw, the membership of each Faculty is defined by the bylaws of the Division to which it is responsible, or by the Bylaws of the Senate for those Faculties directly responsible to the Assembly. Membership in a Faculty is limited to the following Senate members:

A. The President of the University;

B. The Chancellor;

C. The chief **academic** administrative officer of the school or college;

D. All members of the Academic Senate who are members of departments assigned to that school or college (Academic Senate members who have retired and transferred to emeritus/a status retain departmental membership.); (Am 4 May 89)

E. Such other Senate members as are specified in Divisional Bylaws or these Bylaws.

Only voting members of the Senate may vote in Faculties of which they are members.

50. Authority

A. Source of Authority. The government of each college and school is vested in its Faculty, except as limited by the authority of the Divisional Graduate Council and the Coordinating Committee on Graduate Affairs. Each Faculty is directly responsible to the Division of which it is a committee. ~~The Faculty of the School of Public Health (Berkeley San Francisco) is directly responsible to the Assembly.~~ The Division or the Assembly may impose specific duties on a Faculty.

B. Organization. Except as otherwise provided, each Faculty may organize, select its officers and committees, and adopt rules consistent with the Code of the Academic Senate (see Bylaw 80). Each Faculty may delegate portions of its authority to its committees or executive officers

C. Officers and Executive Committee. Each Faculty shall elect the Chair of the Faculty and members of its Executive Committee. The chief **academic** administrative officer of the college or school shall be an ex officio member of the Executive Committee but may not serve as Chair of the Faculty or the Executive Committee. (EC Jun 77; Am 28 Feb 01)

D. Reporting Authority. Each Faculty may present to the agency to which it is directly responsible recommendations and proposed modifications of legislation of that agency or the Senate.

Title VI. Rights and Authority of Senate Members

Title VII. Code of the Academic Senate

80. The Code of the Academic Senate comprises the *Manual of the Academic Senate* and the manuals of its Divisions.

A. *The Manual of the Academic Senate* includes:

1. The Bylaws of the Academic Senate;
2. Regulations enacted by the Assembly;
3. Bylaws of Faculties directly responsible to the Assembly;
4. Appendix I, containing those Standing Orders of The Regents of primary concern to the Senate;
5. Appendix II, containing those Legislative Rulings issued by the University Committee on Rules and Jurisdiction in accordance with the provisions of Bylaw 206;
6. Appendix III, containing all Assembly approved variances to Senate Regulations in accordance with the provisions of Bylaw 206;

7. Appendix IV, containing University policy on faculty conduct and the administration of discipline;

8. ~~Such other appendices as the Assembly may direct.~~ **Appendix V, containing the legislative record of all Assembly legislative and non-legislative actions**

9. Appendix VI, a glossary containing definitions of terms used in the Code of the Academic Senate

10. ~~8.~~ (Previously 8) Such other appendices as the Assembly may direct

B. Divisional Manuals shall include:

1. Bylaws of the Division;
2. Regulations enacted by the Division;
3. Those regulations enacted by the Assembly specified by the Division for inclusion in its Divisional Manual. (Each such Regulation must, immediately following its Divisional number, carry in parenthesis the designation "SR" prefixed to its Universitywide number); (EC 18 Nov 68)
4. Appendices specified by the Division;
5. Bylaws of Faculties and Councils directly responsible to the Division.

C. Each Divisional Committee on Rules and Jurisdiction is responsible for preparation of its Divisional Manual, subject to the supervision of the University Committee on Rules and Jurisdiction. [See Bylaw 206 and Legislative Ruling 12.93-A-B]

D. Variances. Proposed Divisional Regulations that are at variance with Universitywide Regulations must be submitted to the Assembly of the Academic Senate for approval. [See Bylaw 116.F, 206.D] The numbers of such Divisional Regulations shall carry the prefix "A".

88. Calendar Days

Throughout these bylaws, the term "calendar day" represents any day of the year.

Title VIII. Memorials and Mail Ballots

90. Memorials (Am 13 May 97)

A. Definitions

1. The term "Memorial to the Regents" means a declaration or petition addressed to the President for transmission to The Regents, as provided for in Standing Order of the Regents 105.2.e.
2. The term "Memorial to the President" means a declaration or petition to the President not intended for transmission to The

Regents.

3. Memorials are not legislation within the meaning of Bylaw 311.A.

~~4. For the purposes of the Bylaw, a "Calendar Day" is any day between the Start of Instruction and the End of Instruction as announced for the campus in the Academic and Administrative Calendar for each quarter or semester. Days between terms and days during a Summer Term shall not be counted.~~

B. Memorials to the Regents on matters of Universitywide concern to be submitted to The Regents through the President may be initiated by the Assembly or by a Division. Written arguments in favor of and against a proposed Memorial to the Regents shall be submitted to the Assembly or the division at least seven calendar days prior to the time that either body votes on the proposal.

C. Memorials to the Regents that have been approved by the Assembly shall be voted upon in accordance with the procedure set forth in Article E of this Bylaw.

D. Memorials to the Regents that have been approved by a Division shall be submitted within thirty calendar days to the Chair of the Assembly and the Chairs of all other Divisions.

1. The Memorial shall be accompanied by the count of votes, a brief account of its history, an explanation of its provisions, and a succinct statement of the arguments for and against it specified in Article B of this Bylaw.

2. Each Division shall have ninety calendar days from receipt of the Memorial to vote upon it. The time required to submit the proposal to a mail ballot, if such balloting is required, shall be included within ninety days.

3. Upon receipt of the Memorial the Chair of the Division shall promptly submit it to a vote of the division. The Division may vote to approve, to disapprove, or to decline to act, but may not amend the proposal as submitted. The vote may proceed according to any method authorized by the Bylaws of the Division, including town meetings, representative assembly, or mail ballot. Except as may otherwise be provided in the Divisional Bylaws, the choice of the method of voting shall be determined by the Chair of the Division, in the light of the circumstances, and of advice from any duly constituted advisory bodies the Chair may consult. In no event shall the Chair submit the Memorial at a time that is too late for the division to comply with the ninety-day limitation set forth in paragraph 2 of this Article.

4. The Chair of the division shall within seven calendar days forward to the Chair of the Assembly and to the Chairs of all other

Division the results of the Divisional vote on the proposed Memorial.

5. As soon as the ninety-day period set forth in Paragraph 2 of this Article has ended, or as soon as all Divisions have reported the results of their divisional votes, whichever comes first, the Chair of the Assembly shall notify all Divisions of the results. If at least three Divisions representing at least thirty-five percent of the membership of the Academic Senate have notified the Chair of the Assembly that the Memorial has been approved by their Divisions, the proposed Memorial shall be voted upon in accordance with the procedure set forth in Article E of this Bylaw.

6. A Division that has voted upon a proposed Memorial in accordance with the provisions of Paragraph 3 of the Article, may subsequently vote to reconsider its action, provided that any such reconsideration must be completed within the ninety calendar days specified in Paragraph 2 of this Article.

7. If the number of approvals received within the time prescribed by Article D.2 of this Bylaw does not satisfy the requirement set forth in Article D.5 of this Bylaw, the proposed Memorial shall be deemed disapproved and no further action can be taken upon it.

E. Memorials that have been approved in accordance with either Articles C or D of this Bylaw shall, within sixty calendar days of such approval, be submitted by the Secretary/Parliamentarian of the Senate to mail ballot of all voting member of the Senate.

1. The ballot shall be accompanied by a brief account of its history, an explanation of its provisions, and a succinct statement of the arguments in its favor and against it. The materials shall be compiled by the Chair of the Assembly, who may rely in whole or in part upon the materials originally submitted by the initiating Division.

2. The Chair of the Assembly may appoint an ad hoc committee of Senate members who support the proposed Memorial and an ad hoc committee of Senate members who oppose it to draft arguments for and against the proposal, respectively. Arguments drafted by such committees shall be based on the materials specified in Article B of this Bylaw. Each set of arguments shall consist of no more than 1,000 words. The Chair of the Assembly may direct each ad hoc committee to draft rebuttals to the arguments of its counterpart committee; such rebuttals shall consist of no more than 500 words. Arguments and rebuttals drafted by ad hoc committees shall be submitted to the Chair of the Assembly within 45 calendar days following approval of the proposed Memorial as provided in Article C or in Paragraph 5 of Article D of this Bylaw.

3. The Chair of the Assembly, with the concurrence of the Academic Council, shall retain final authority to make judgments as to the appropriateness of arguments and rebuttals and to revise them accordingly. (Am 5 May 88)

F. A Memorial that has received a majority of the valid ballots cast in the election described in Article E of this Bylaw shall be sent by the Chair of the Assembly to the President for submission to The Regents. A tabulation of the votes cast in this election shall accompany the Memorial. (Am 9 May 84)

G. Either the Assembly or any division may submit Memorials not intended for transmission to the Regents directly to the President.

95. Mail Ballots and/or Electronic Ballots (Am 28 May 2003)

A. At least ~~ten days of instruction~~ **fourteen calendar days** before the deadline for completion of voting, the appropriate Secretary shall 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 the ballots or for electronic voting. (Am 28 May 2003)

1. In the case of mail ballots, 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; Am 28 May 2003)

2. For electronic voting, the appropriate Secretary shall utilize a system which verifies each voter's identity and which maintains security. (En 28 May 2003)

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. (Am 28 May 2003)

C. The appropriate Secretary, in certifying the results, shall give the tally of votes, including invalid ballots.

D. Throughout these bylaws the term "mail ballot" shall denote either a mail or electronic ballot.

Bylaws of the Academic Senate
University of California

Part II. - Universitywide Agencies and Committees

Title I. Membership and Authority of the Academic Senate

Title I. Assembly

110. Officers ~~and Consultants~~ of the Assembly

A. Chair and Vice Chair

1. Election. 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 an ex-officio member and as~~ a Divisional Representative. (Am 3 Dec 80; Am 28 May 2003)

2. Vacancies. If the office of Chair is vacant, the Vice Chair becomes Chair. If the office of Vice Chair is vacant, or if both offices are vacant, the Academic Council shall make *pro tempore* appointments until the corresponding offices are filled by election at the next Assembly meeting. Such elections shall be for the remainder of current terms.

3. Duties

- a. The Chair, or in the absence or disability of the Chair, the Vice Chair, shall preside at meetings of the Assembly. The Chair may present to any Division or Senate committee any matter within its jurisdiction.
- b. Prior to July first each year the Chair of the Assembly, in consultation with the President of the Senate and the Academic Council, shall schedule at least three regular meetings of the Assembly for the ensuing academic year. With majority approval by the Academic Council, the Chair may cancel a regular meeting, but there must be at least one regular meeting in each academic year.
- c. Special meetings may be called by the President of the Senate or by the Chair of the Assembly. Such meetings must be called by the Chair, or where appropriate by the Vice Chair, on the written request of a Division, of twenty-five voting members of the Academic Senate, or of seven members of the Assembly. The Academic Council may cancel a special meeting requested by a Division if the Division so asks, ~~not later than five days of instruction before the date set for the meeting.~~

d. With the concurrence of a majority of the Academic Council an emergency meeting of the Assembly may be called by the Chair of the Assembly, or in the Chair's absence or disability, by the Vice Chair.

e. The Chair, in consultation with the Academic Council, shall set the agenda for every Assembly meeting in accordance with the provisions of Bylaw 120.C. On the written request of a Division, of fifteen voting members of the Academic Senate, or of four members of the Assembly, the Chair shall include in the agenda any item of business within the authority of the Assembly.

f. The Chair shall send Memorials to the President for transmission to the Regents, in accordance with the provisions of Bylaw 90.

g. The Chair and Vice Chair shall serve, respectively, *ex officio* as Chair and Vice Chair of the Academic Council [see Bylaw 125.A]. Both the Chair and the Vice Chair shall serve as *ex officio* members of the University Committee on Committees [see Bylaw 150.A], and as non-voting *ex officio* members of all committees of the Assembly except for the Committee on Rules and Jurisdiction [see Bylaw 205.A]. (Am 28 May 2003)

h. The Chair receives petitions of students or other materials for presentation to the Assembly and may refer them to an appropriate committee.

Title II. Meetings of the Assembly

120. Meetings of the Assembly

A. Types of Meetings. The Assembly of the Academic Senate shall be convened at regular meetings [see Bylaw 110.A.3.b], special meetings [see Bylaw 110.A.3.c], and emergency meetings [see Bylaw 110.A.3.d].

B. Notice of Meetings

1. The call to regular **and special** 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 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. The call to ~~both~~ regular, **special**, and emergency meetings of the Assembly shall be sent either electronically or through the mail. (Am 4 Jun 91; Am 28 May 2003)

~~2. For these notices, all calendar days from the beginning of the fall term to the end of the spring term are counted; however, after a holiday or academic recess, only emergency meetings of a legislative agency may occur before the third day of instruction. (Am 24 May 78)~~

~~3.~~ 2. The call for each regular or special Assembly meeting shall include all pertinent documents and the text of any proposed change in Senate legislation with a statement of its purposes and intended effects.

~~4.~~ 3. The call for a special or emergency Assembly meeting shall include the reasons for the meeting.

C. Order of Business

1. Regular Meetings. The Academic Council shall set the order of business of the Assembly meeting. This order of business may be suspended by a two-thirds vote of the voting members present. Business shall include the following: (Am 28 May 2003):

- Roll Call
- Minutes
- Announcements 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

2. Special Meetings **and Emergency Meetings.** The order of business is:

- Roll call
- ~~Minutes (may be omitted by approval of two-thirds of the voting members present)~~
- Business stated in the call
- Other matters authorized by unanimous consent of the voting members present

D. Conduct of Business

1. Quorum. Two-thirds of the members of the Assembly shall constitute a quorum. (EC 18 Nov 68)

2. Consent Calendar. Agenda items deemed non-controversial by the Chair of the Assembly, in consultation with the Academic Council, may be placed on a Consent Calendar under Special Orders. Approval of all business on the Consent Calendar requires a single unanimous vote. At the request of any Assembly member,

any such Calendar item must be deferred until consideration of new business.

3. Reports. Annual reports of Standing Committees of the Academic Senate constitute a Special Order for the first regular Assembly meeting in each academic year.

4. New Business. Except for modification of Legislation, which must be enacted in accordance with the provisions of Bylaw 311.C, any member of the Assembly may introduce for discussion any item of business within the authority of the Assembly. The Assembly may act finally on matters not included in the Call of the Meeting only by unanimous consent of the members present.

5. Privilege of the Floor. Any Senate member may attend and speak at Assembly meetings in accordance with the provisions of Bylaw 60, but only members of the Assembly may make or second motions, or vote; however, members of a Standing or Special Committee of the Senate may move, but not second, the acceptance of reports or recommendations, or amendments thereto, presented by their committees. In the absence of members of a committee reporting to the Assembly the Secretary/Parliamentarian is authorized to move that the report be received and placed on file. (Am 5 May 88)

6. ~~Parliamentary Authority. Questions of order not covered by legislation are governed by Robert's Rules of Order or Sturgis Standard Code of Parliamentary Procedure, at the option of the agency involved. (EC Nov 68; Am 10 Mar 69)~~ **Parliamentary Authority. The Assembly shall, by majority vote, adopt a set of rules of order to govern questions of order not covered by legislation. This choice of rules of order may be changed by majority vote of the Assembly, with such change becoming effective at the next meeting of the Assembly.**

7. Minutes. The Secretary/Parliamentarian shall send minutes of each Assembly meeting to the Academic Senate office of each Division, **no later than the distribution of the Call to the next regular meeting.** ~~such that distribution to the offices of all academic units shall occur within thirty calendar days after each meeting. (Am 5 May 88; Am 4 June 91)~~

8. Any member of the Senate may ask to be ~~placed on the mailing list~~ **provided with a copy of the** ~~for~~ calls and minutes. (En 4 Jun 91)

Title III. Academic Council

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 (Am 28 May 2003)

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)

B. Authority and Duties [See Legislative Ruling 2.86]

1. The Academic Council shall ~~have only the authority enumerated by these Bylaws~~ **serve as the Executive Committee of the Assembly.**
2. The Academic Council normally shall advise the President of the University on behalf of the Assembly. [See Bylaw 115.E]
3. The Academic Council shall have the continuing responsibility to request committees of the Senate to investigate and report to the Council or to the Assembly on matters of Universitywide concern.
4. The Academic Council shall appoint two Senate members to serve on the Advisory Board of the University of California Retirement System. (En 4 May 89; CC 28 May 2003)
5. If a proposed Divisional Regulation, which has been submitted to the Assembly of the Academic Senate for approval, is at variance with Universitywide Regulations and cannot be included in the agenda of a regular Assembly meeting to be held within sixty calendar days after Divisional action, the Academic Council, with the advice of the appropriate University Senate committees, is authorized to approve provisionally such proposed Regulations. Such approval is effective until the end of the next following term in which a regular Assembly meeting is held. Such approval must

be reported to the Assembly. [See Bylaw 115.F and Bylaw 206.D]

6. The Coordinating Committee on Graduate Affairs shall submit to the Academic Council for final action on behalf of the Assembly proposals for the establishment of new graduate degrees submitted in accordance with Bylaw 180.B.5 when such proposals cannot be included in the agenda of a regular Assembly meeting to be held within sixty calendar days after Committee action. (Am 7 Jun 72)

7. In accordance with Bylaw 65 the Academic Council shall act upon appeals of curricular decisions by Universitywide Senate committees.

8. In accordance with Bylaws 110.A.3.b and 110.A.3.e the Academic Council shall be consulted by the Chair of the Assembly concerning the schedule of, the setting of agendas for, and the cancellation of regular meetings of the Assembly.

9. With the concurrence of a majority of the Academic Council an emergency meeting of the Assembly may be called by the Chair of the Assembly or, in the Chair's absence or disability, by the Vice Chair, as specified in Bylaw 110.A.3.d.

10. Special meetings may be called as specified in Bylaw 110.A.3.c.

11. Any action item, other than a Bylaw amendment, noticed for a meeting of the Assembly that does not achieve quorum, may be acted upon by the Academic Council. Such action must be reported to the Assembly in the Call of the next regular or special meeting of the Assembly.

12. The Academic Council is empowered to establish Special Committees.

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

A. Membership shall 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 with Bylaw 128.D. 2. and 3. (Am 4 Jun 91; Am 28 May 03)

B. Duties. Consistent with Bylaw 40, the Committee shall: (Am 28 03)

1. Confer with the President on general policies bearing on affirmative action and diversity for academic personnel, **students,** and academic programs. (Am 28 May 2003)

2. Establish basic policy and procedures for coordinating the work of the Divisional Committees concerned with affirmative action and diversity. (Am 28 May 2003)

3. Report annually to the Assembly the state of affirmative action

and diversity in the University. This report shall include a review of the annual reports of the Divisional Committees on Affirmative Action and Diversity (or equivalent committees). (Am 28 May 2003).

4. Review the information on affirmative action and diversity provided by the campus and University administrations and report said findings to the Academic Council. The information shall consist of data and analyses of working conditions, salaries, advancement, and separation for women and ethnic minorities. (Am 28 May 2003)

5. Undertake studies of policies and practices affecting affirmative action and diversity and make recommendations to appropriate University bodies. (Am 28 May 2003)

150. Committees

C. 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. 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. (Am 2 Dec 71; Am 12 May 94; Am 28 May 2003)

2. Vacancies. In the absence or disability of both the Chair and Vice Chair, the Academic Council shall appoint a Chair *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; Am 28 May 2003)

B. Duties. Consistent with Bylaw 40 the Committee shall: (Am 28 May 2003)

1. Appoint the Chairs and, where specified in the Bylaws, the Vice Chairs. (Am 7 Dec 76; Am 28 May 2003)

2. ~~Appointed~~ all other members of all Senate committees that report to the Assembly, while ensuring conformity with the Senate Bylaws [see Bylaw 35] and in consultation with the outgoing and incoming chairs of Senate committees. ~~The Committee shall send a letter of appointment to every appointee specifying the term of~~

~~the appointment, the charge, and the duties of the appointee's committee.~~ (Am 2 Dec 71; Am 28 May 2003)

3. Send a letter of appointment to every appointee specifying the term of the appointment, the charge, and the duties of the appointee's committee.

4. 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; Am 28 May 2003)

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

- D. Membership shall be determined in accordance with Bylaw 128 and shall include the Chair of the Library Committee who shall 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 with the Bylaw 128.D.2. and 3. (Am 7 May 87; Am 28 May 2003)
- E. 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; Am 28 May 2003)

175. Faculty Welfare

- A. Membership: (Am 9 May 84; Am 6 May 93; Am 23 May 96; Am 28 May 2003)
 - 1. Except as noted below, membership shall be determined in accordance with Bylaw 128. The Vice Chair shall be chosen in accordance with Bylaw 128.D.1. and 3. (Am 28 May 2003)
 - 2. One Academic Senate member of the Advisory Board of the UC Retirement System, who may be a member already included on the committee and who will normally serve a two-year term. (Am 28 May 2003)
 - 3. The Chair of the Council of Emeriti Associations (CUEA), shall serve *ex officio*. (Am 28 May 2003)
 - 4. Up to two at-large members, appointed for one-year renewable terms, and in Consultation with the Chair of the Committee, to supplement the expertise of divisional members in areas of special relevance to the current business of the committee. (Am 28 May 2003)
- B. Duties. Consistent with Bylaw 40, the Committee shall: (Am 28 May

2003)

1. Report to the Academic Council and other agencies of the Senate and confer with and advise the President and agencies of the University Administration on matters concerning the economic welfare of the faculty, such as salaries, benefits, insurance, retirement, housing, and conditions of employment.

2. Develop along with the chairs of the relevant committees and in consultation with the Chair of the Academic Council, procedures for treating issues with a major welfare component.
~~Procedures for treating issues with a major welfare component that are also the concern of other committees shall be developed by the chairs of the committees involved, in consultation with the Chair of the Academic Council.~~ (Am 2 Dec 81; EC 28 May 2003)

181 Information Technology and Telecommunications Policy~~[formerly Computer Policy]~~ **(Formerly 155)**

A. Membership shall be determined in accordance with Bylaw 128 and shall include the Chair of the Library Committee who shall 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 with the Bylaw 128.D.2. and 3. (Am 7 May 87; Am 28 May 2003)

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; Am 28 May 2003)

210. Student Affirmative Action

~~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 program, 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.~~

Title V. Faculties Directly Subject to the Jurisdiction of the Assembly

230. General Provisions

Faculties established by the Assembly of the Academic Senate in the absence of a Division on a campus are directly subject to the jurisdiction of the Assembly until a Division is established. [See Bylaw 116.B]

235. ~~School of Public Health (Berkeley – San Francisco)~~ (See Bylaw 50.A)
~~Membership. The Faculty of the School of Public Health (Berkeley – San Francisco) shall consist of:~~

~~1. The President of the University;~~

~~2. The Chancellors at Berkeley and San Francisco;~~

~~3. The Provost, Professional Schools and Colleges (Berkeley);~~

~~4. All members of the Department of Biomedical and Environmental Health Sciences and the Department of Social and Administrative Health Sciences of the School of Public Health (Berkeley – San Francisco) who are members of the Academic Senate;~~

~~5. Members of the Academic Senate selected from the Faculty concerned, as specified below:~~

~~a. Two representatives each from the College of Natural Resources (Berkeley), the College of Letters and Science (Berkeley), and the School of Medicine (San Francisco);~~

~~b. One representative each from the College of Chemistry~~

~~(Berkeley), College of Engineering (Berkeley), College of Environmental Design (Berkeley), School of Business Administration (Berkeley), School of Dentistry (San Francisco), School of Education (Berkeley), School of Nursing (San Francisco), School of Pharmacy (San Francisco), School of Social Welfare (Berkeley), and School of Veterinary Medicine (Davis). (Am 21 Jan 74; 6 May 76; CC 11 Nov 74; EC 7 Dec 76)~~

Bylaws of the Academic Senate
University of California
Part III. - Divisions of the Academic Senate
Title I. Membership and Authority of the Academic Senate

Title I. Membership and Authority

Title II. Meetings of the Divisions

315. Meetings

A. Right to Call

1. In addition to provision established by each Division for calling meetings, the President of the Senate may call special meetings of a Division during the academic year.
2. The Chair of the Division or, in the absence or disability of the Chair, ~~the Secretary~~ **the Vice Chair** must call a special meeting on written request of a minimum number of Divisional members to be determined by the Division.
3. Each Division may enact legislation governing emergency meetings of the Division and its agencies.

B. Notice of Meetings

1. Regular Meetings

- a. At least five calendar days before any meeting of a Division or Divisional Assembly, the appropriate Secretary shall send the call for the meeting to the President and Vice President of the Academic Senate, to Divisional offices, to the Secretary/Parliamentarian of the Senate, and to members of the University

Committee on Rules and Jurisdiction. The call must contain the text of proposed legislation and a statement of the purposes and intended effects of the proposal. (Am 23 May 1996)

- b. Except as may otherwise be provided for in the Bylaws of the Division, a copy of the call shall be sent to each member of the Division at least five calendar days before any meeting. (Am 23 May 1996)

2. Special Meetings. The call for a special meeting shall include the reasons for the meeting.

B. Order of Business

1. Regular Meetings. ~~Unless suspended by a two-thirds vote of the voting members present, the order of business shall be:~~ **Unless otherwise specified in divisional bylaws, this order of business may be suspended by a two-thirds vote of the voting members present. Business shall include the following:**

Roll call (in Assemblies only)
Minutes
Announcements 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

2. Special Meetings. The order of business shall be as provided:

Roll call (in Assemblies only)
~~Minutes (may be omitted by approval of two-thirds of the voting members present)~~
Business stated in the call
Other matters authorized by unanimous consent of the voting members present

- D. Rules of Order. **Unless otherwise specified by divisional bylaws, questions** of order not covered by legislation shall be governed by **the rules of the Assembly (See Bylaw 120D.6)** ~~Robert's Rules of Order, or Sturgis Standard Code of Parliamentary Procedure, at the option of the agency involved.~~ (EC 18 Nov 68; Am 10 Mar 69).

E. Privilege of the Floor. Any Senate member may attend and speak at any meeting of any Division [see Bylaw 60]. Voting privileges at meetings of the Division or its Assembly must be established by the Division in accordance with the provisions of Bylaw 305.B.

F. Minutes. ~~Within thirty calendar days a~~After every meeting of a Division or Divisional Assembly, the Secretary shall send the minutes to the President and Vice President of the Academic Senate, to Divisional offices, to the Secretary/Parliamentarian of the Senate, and to the members of the University Committee on Rules and Jurisdiction, **not later than the distribution of the Call to the next regular meeting.** (Am 23 May 96).

G. Unless divisional bylaws specify otherwise, the Division Chair receives petitions of students or other material for presentation to the Division and may refer them to an appropriate committee.

Title III. Divisional Committees and Faculties

320. Authority of Committees. [See protected Bylaw 115.C]

325. Committees of Divisions. Standing Committees.

Each Division may establish appropriate standing committees, ~~to deal with matters in the following general areas:~~ **For every Standing Committee of the Assembly (except for the Editorial Committee) each Division shall designate a corresponding Divisional Committee (See Bylaw 128B)**

~~Academic Freedom [see Bylaw 130]~~

~~Academic Personnel [see Bylaw 135]~~

~~Admissions and Relations with Schools [see Bylaw 145]~~

~~Affirmative Action [see Bylaw 140]~~

~~Committees [see Bylaw 150]~~

~~Computer Policy [see Bylaw 155]~~

~~Courses of Instruction~~

~~Education Abroad Program [see Bylaw 165]~~

~~Educational Policy [see Bylaw 170]~~

~~Elections~~

~~Faculty Welfare [see Bylaw 175]~~

~~Graduate Affairs [see Bylaw 180 and Bylaw 330]~~

~~Library [see Bylaw 185]~~

~~Planning and Budget [see Bylaw 190]~~

~~Privilege and Tenure [see Bylaw 195 and 335]~~

~~Research [see Bylaw 200]~~

~~Rules and Jurisdiction [see Bylaws 205 / 206 and 80.C]~~

~~Student Welfare [see Bylaw 210]~~

~~Undergraduate Preparatory and Remedial Education [see Bylaw 215]~~

~~Undergraduate Scholarships, Honors, and Prizes~~

~~University Extension~~

330. Graduate Councils

A. General Provisions. Regulative and coordinative functions in a campus Graduate Division shall be exercised in accordance with Bylaw 180 by a Graduate Council of the Division concerned. The Dean of the campus Graduate Division is *ex officio* a member of the Council but shall not be Chair or Vice Chair.

B. Duties. Graduate Councils shall:

1. Make recommendations to the Coordinating Committee on Graduate Affairs, according to procedures adopted by the Division concerning:

a. Qualifications of departments and groups of departments for initiating new programs leading to existing graduate degrees, and

b. New graduate degrees.

2. Coordinate the procedure of various departments and schools on the campus concerned, as it relates to degrees higher than the Bachelor's degree.

3. Set policy and standards for:

a. Admission to graduate status in accordance with the provisions of Bylaw 311.C.1;

b. Appointment of graduate students as ~~Teaching Assistants~~ **Graduate Student Instructors**, Teaching Fellows, ~~Research Assistants~~ **Graduate Student Researchers**, and recipients of University Fellowships; (Am 8 Mar 72)

c. Appointment of postdoctoral scholars or their academic equivalent and for their enrollment by the Graduate Division.¹

¹ For purposes of this legislation a postdoctoral scholar is one who:

1. Has been awarded, or has completed requirements for, a doctoral degree or foreign equivalent where at least three years of undergraduate study are prerequisite to admission to the graduate degree program, and
2. Has been awarded a Fellowship or Traineeship or equivalent support for studies at the postdoctoral level and

3. Will pursue a program of research and training approved by a department or research unit and by the Dean of the Graduate Division.

The term "academic equivalent" refers to such appointments as Postgraduate Research-category who are in training status but not to interns and residents. Enrollment as a postdoctoral scholar is limited to a period not to exceed five years. (Am 29 Nov 72, 5 May 88)

4. At its discretion, limit the study lists of graduate students who are employed.
5. Recommend the award of fellowships and graduate scholarships, including honorary traveling fellowships, according to the terms of the various foundations.
6. Appoint committees in charge of candidates' studies, who shall certify for every candidate, before recommendation for a higher degree, that the candidate has fulfilled the requirements for that degree; supervise the conduct of examinations for higher degrees; admit qualified students to candidacy for higher degrees.
7. Make rules governing the form of presentation and the disposal of dissertations.
8. Make final reports to the Division concerning the conferring of graduate degrees.
9. Report and make recommendations to the Division on matters pertaining to graduate work.
10. Advise the Chancellor concerning relations with educational and research foundations.
11. Regulate in other ways the graduate work of the Division with a view to the promotion of research and learning, especially through its regular reviews of current graduate programs for their quality and appropriateness. (Am 7 Dec 76)

C. In accordance with the provisions of Senate Bylaw 20, a divisional graduate Council may redelegate any of the authority vested in it only as may be provided by the divisional bylaws.

Title IV. Divisional Manuals

[See Bylaws 80.B, 80.C, and 80.D concerning the content and preparation of Divisional Manuals]

Title V. Mail Ballots/Electronic Ballots

340. Mail Ballots and/or Electronic Ballots

A. Election by Mail Ballot **and/or Electronic Ballot**. Election by mail **or electronic** ballot in Divisions of the Academic Senate shall be conducted as follows:

1. Notice of Election. ~~Not less than thirty~~ **At least forty calendar days of instruction or any other period specified in the divisional bylaws,** prior to any such election, the appropriate Secretary shall mail **or provide electronically** to each voting member of the agency concerned a notice of the election.

2. Nominations. Nominating petitions shall be filed with the appropriate Secretary within ~~ten days of instruction~~ **fourteen calendar days, or any other period specified in the divisional bylaws,** following the mailing **or electronic distribution** of the Notice of Election. Willingness to serve must be certified by each nominee.

3. Choice of Ballot method. Unless limited by divisional bylaws, divisions may conduct elections using mail ballots, electronic voting, or both methods in a single election.

~~3. a. Mailing of Ballots. At least ten days of instruction~~ **For mail ballots, at least fourteen calendar days** before the date of election, the appropriate secretary shall mail to each voter a ballot listing alphabetically the names of all persons nominated and including a notification that all ballots must be returned to the Secretary no later than the date of election. Each voter shall receive a plain envelope in which to enclose a marked ballot, and a further envelope addressed to the appropriate Secretary to be used for the return of the sealed ballot. The envelope addressed to the Secretary shall provide a space for the signature of the voter. Ballots lacking this validating signature shall be deemed void.

b. For electronic voting, the appropriate division shall use a system which verifies each voter's identity and which maintains security. Each Voter shall be provided with access to this system at least fourteen calendar days before the date of election. The electronic voting system shall list alphabetically the names of all persons nominated and shall include a notification that all ballots must be cast no later than the date of the election.

4. ~~Counting of Ballots.~~ The appropriate Secretary shall deliver the ballots **and the electronically** received **votes** to the agency authorized to count the ballots. ~~and to certify the results to the appropriate legislative agency.~~

5. Number of Votes Required for Election. Each Division of the Academic Senate shall determine whether a majority or a plurality of the votes cast is required for election.

6. Certification. The appropriate Secretary in certifying election results shall give the tally of the votes including invalid ballots, **to the appropriate legislative agency.**

B. Other Mail Ballots

Mail **and/or electronic** ballots on matters other than elections shall be conducted in accordance with ~~the procedures specified in Article A of this Bylaw, so far as applicable. The ballots shall be accompanied by all relevant texts, such background information prepared by the appropriate Secretary as the legislative agency concerned may direct, and a brief summary of arguments pro and con.~~ **Bylaw 95**(Am 16 Mar 71)

Sample of Proposed Appendix V, to Bylaw 80.A. The Manual of the Academic Senate

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**CHRONOLOGICAL INDEX OF LEGISLATIVE ACTIONS
OF THE ASSEMBLY OF THE ACADEMIC SENATE**

November 2, 1964 – July 30, 2003

[Note: The format of the page numbers listed for the action items indicates whether the item was brought forward in the *Notice of the Meeting* or was brought forward as new business at the meeting and therefore recorded in the *Record of the Assembly* for that meeting. Page numbers for action items located in the *Notice of the Meeting* are indicated with Arabic numerals (e.g., 3-10); page numbers for items located in the *Record of the Assembly* are indicated with lowercase Roman numerals (e.g., iii-x). Items numbered with an alpha prefix are located in an appendix of the *Notice of the Meeting* (e.g., A3-10).]

DATE	ACTION ITEM	PAGES
JULY 30, 2003		
	Proposed Revision of Academic Personnel Manual (APM) 010 – Academic Freedom http://www.universityofcalifornia.edu/senate/assembly/jul2003/jul2003ii.pdf	2-25
MAY 28, 2003		
	Proposed Amendments to the Academic Senate Bylaws http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia4.pdf Revised version distributed at meeting: http://www.universityofcalifornia.edu/senate/assembly/may2003/revbylaws052803.r	17-48
	Proposed Revisions to APM 015 – Policy on Faculty-Student Relationships http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia5.pdf	49-53
	Proposed Amendments to Academic Personnel Manual (APM) 010 – Academic Freedom http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia6.pdf Revised version distributed at meeting: http://www.universityofcalifornia.edu/senate/assembly/may2003/apm010rev052603.pdf	54-87
	Proposed Amendment to Senate Regulation 418 Article 1. Submission of Test Scores http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viic.pdf	90-95
MARCH 12, 2003		
	Proposed Campus Regents Standing Orders for UC Merced http://www.universityofcalifornia.edu/senate/assembly/mar2003/mar2003vi.pdf	68-72
MAY 29, 2002		
	Approval of Academic Senate Membership for full-time Lecturers with Potential for Security of Employment and full-time Senior Lecturers with Potential for Security of Employment http://www.universityofcalifornia.edu/senate/assembly/may2002/may2002viiia.pdf	14-16

DATE	ACTION ITEM	PAGES
	Approval of BOARS' Recommendations on Admissions Testing:	16-25
	1. BOARS Should Continue to Work with Testing Agencies to Develop Improved Admissions Tests	
	2. BOARS Will Bring Its Recommendations for Improved Admissions Tests to the Divisions, the Academic Council, and the Assembly for Review and Approval	
	http://www.universityofcalifornia.edu/senate/assembly/may2002/may2002viic.pdf	

SUBJECT INDEX OF LEGISLATIVE ACTIONS OF THE ASSEMBLY OF THE ACADEMIC SENATE November 2, 1964 – July 30, 2003

[Note: The format of the page numbers listed for the action items indicates whether the item was brought forward in the *Notice of the Meeting* or was brought forward as new business at the meeting and therefore recorded in the *Record of the Assembly* for that meeting. Page numbers for action items located in the *Notice of the Meeting* are indicated with Arabic numerals (e.g., 3-10); page numbers for items located in the *Record of the Assembly* are indicated with lowercase Roman numerals (e.g., iii-x). Items numbered with an alpha prefix are located in an appendix of the *Notice of the Meeting* (e.g., A3-10).]

SUBJECT	ACTION ITEM	DATE	PAGES
Academic Freedom (includes APM 010)			
	Proposed Revision of Academic Personnel Manual (APM) 010 – Academic Freedom	7/30/03	2-25
	http://www.universityofcalifornia.edu/senate/assembly/jul2003/jul2003ii.pdf		
	Proposed Amendments to Academic Personnel Manual (APM) 010 – Academic Freedom	5/28/03	54-87
	http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia6.pdf		
	Revised version distributed at meeting		
	http://www.universityofcalifornia.edu/senate/assembly/may2003/apm010rev052603.pdf		
	Recommendations Regarding Privilege and Tenure and Cases of Infringement of Academic Freedom	3/4/76	7-9
	Proposed Resolution on Disciplinary Action for Subversion of Academic Freedom	3/16/70	i-ii
	Proposed Resolution on Disciplinary Action for Subversion of Academic Freedom	11/3/69	7-8
	Resolution Regarding Academic Freedom and the September 20, 1968 Resolution of the Regents	11/18/68	28-29
	Proposals regarding Student Academic Freedom and Student Welfare: Proposed Amendments to Senate Bylaws 90 (Academic Freedom) and 24 (Committees of Divisions) and Proposed New Senate Bylaw 123 (Student Welfare)	5/23/66	16-18

SUBJECT	ACTION ITEM	DATE	PAGES
	Resolutions, related to the “Free Speech” Controversies, Recommended to the Assembly by the Academic Freedom Committee	10/15/65	7-9
Academic Personnel, non-Senate			
	Report of the Special Committee on Non-Senate Academic Personnel and Recommended Senate Actions	5/24/68	2-6
	Approval of Recommendations regarding Non-Senate Academic Personnel	10/27/67	i-iii
	Approval of Recommendations from the Report of the Special Committee on Non-Senate Academic Personnel	5/22/67	2-16
	Proposed Establishment of a Special Committee of the Academic Senate to Study the Privileges and Rights of Academic Personnel who are not Officers of Instruction or Members of the Academic Senate	5/23/66	30
Academic Personnel Manual (APM)			
	Proposed Revision of Academic Personnel Manual (APM) 010 – Academic Freedom http://www.universityofcalifornia.edu/senate/assembly/jul2003/jul2003ii.	7/30/03	2-25
	Proposed Amendments to Academic Personnel Manual (APM) 010 – Academic Freedom http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia6.pdf Revised version distributed at meeting http://www.universityofcalifornia.edu/senate/assembly/may2003/apm010rev052603.pdf	5/28/03	54-87
	Proposed Revisions to APM 015 – Policy on Faculty-Student Relationships http://www.universityofcalifornia.edu/senate/assembly/may2003/may2003viiia5.pdf	5/28/03	49-53
	Approval of Revisions to Academic Personnel Manual (APM Section 015 and new APM Section 016) http://www.universityofcalifornia.edu/senate/assembly/oct2001/oct2001viic.pdf	10/31/01	94-158
	Proposed Amendment to Academic Personal Manual 015.3 (Demotion) and 015.4 (Dismissal from the Employ of the University)	5/7/92	127-129
	Proposed Amendment to the Faculty Code of Conduct	5/6/86	4-6
	Amendments to Appendix V. Statewide Manual of the Academic Senate (Faculty Code of Conduct) to Comply with Department of Education Provisions	3/11/81	4
	Amendments to the University Policy on Faculty Conduct and the Administration of Discipline and the Faculty Code of Conduct	5/30/74	13

SUBJECT	ACTION ITEM	DATE	PAGES
	Proposed Amendments to the Code of Professional Rights, Responsibilities and Conduct of University Faculty, and University Disciplinary Procedures	5/30/73	10-12
	Resolution on Development of Comprehensive Policy on the Responsibilities of the University Community	6/15/71	7-8
	Proposed Code of Professional Rights, Responsibilities and Conduct of University Faculty, and University Disciplinary Procedures	6/15/71	8-13
	Interim Statement of Policy – Report on Faculty Responsibilities and Rights	3/16/71	3-7

VII. REPORTS OF STANDING COMMITTEES (CONTINUED)

A. Academic Council (Continued)

Lawrence H. Pitts, Chair

5. Report from the President's Council on the National Laboratories (Oral Report)

**6. Academic Council Special Committee on National Labs (ACSCONL)
(Oral Report)**

George Blumenthal, Chair

VIII. REPORTS OF STANDING COMMITTEES (CONTINUED)

A. Academic Council (Continued)

Lawrence H. Pitts, Chair

7. 2004-2005 Assembly Meetings (Information)

In accordance with Senate Bylaw 110. A.3 b., the following dates for the 04-05 Assembly meetings were set in consultation with the President of the Senate and the Academic Council.

<u>Meeting Dates and Locations</u>		<u>Submission Receipt Date</u> ³
October 13, 2004	TBD	September 7, 2004
November 10, 2004	Berkeley/Oakland	October 5, 2004
March 9, 2005	Berkeley/Oakland	January 12, 2005
May 11, 2005	TBD	April 13, 2005

8. Apportionment of Representatives to the Assembly (Information)

In accordance with Senate Bylaw 105. A. 4. The Academic Council at its March 31, 2004 meeting approved the apportionment of the 40 Divisional Representatives for 04-05. On the basis of Divisional Academic Senate membership as of February 2004, the Webster Method of Calculation was used to determine the number of divisional representatives. The apportionment of representatives for 04-05 is as follows:

DIVISION	NUMBER OF REPRESENTATIVES/DIVISION
Berkeley	6.00
Davis	6.00
Irvine	4.00
Los Angeles	9.00
Riverside	2.00
San Diego	4.00
San Francisco	4.00
Santa Barbara	3.00
Santa Cruz	2.00
TOTAL	40.00

³ Final date on which the Secretary/Parliamentarian can receive reports and other submissions for inclusion in the *Notice of Meeting*.