

Committee on Rules and Elections (CRE)

Minutes of Meeting

Monday, September 10, 2018

The Committee for Rules and Elections met at 1:30 PM in Room 397 of the Kolligian Library, Chair Christopher Viney presiding.

Present: Christopher Viney, Christine Isborn, and Boaz Ilan. Anna Song participated via phone.

I. Welcome and Introductions

Chair Viney welcomed members.

II. Chair's Report – *Christopher Viney*

Chair Viney reported on the August 28, 2018 Divisional Council meeting in which members discussed upcoming business for AY 2018-19, as well as confidentiality, conflict of interest statements, revisions to the LASC proposed Bylaw changes, and the planning for the Gallo School of Management. The Chair is under the impression that CRE will receive several requests related to the Gallo School as UCM does not have a policy or set of procedures in place for establishing a new school.

III. Consent Calendar

The agenda of the September 10, 2018 meeting was unanimously approved as presented.

ACTION: The analyst will post the approved 9/10/18 agenda on the Senate website.

IV. Conducting Committee Business

The Chair informed members that Senate Analyst Brittany Conn will soon be leaving UCM and Associate Director Fatima Paul will take over as committee analyst. He also discussed the following:

- [Guide to Committee Membership](#)
- Confidentiality
- Meeting Schedule
- Managing Committee Work. CRE will equally distribute the workload among members so as not to burden a select few.
- [Committee Duties](#)
- [CRE Conflict of Interest Policy](#). Members took a moment to review and discuss the CRE Conflict of Interest statement. The committee agrees that the term "personal interest" can be clarified to avoid any potential confusion.

ACTION: The analyst will draft a revised version of the CRE Conflict of Interest statement to clarify the definition of "personal interest" as per the Chair's request. Revised COI statement will be sent to the Chair for review and, subsequently, the committee for final comment.

V. CRE Goals for AY 2018-19 – *Chair Viney*

Members identified committee goals for AY 2018-19.

- Respond to all incoming requests efficiently and in a timely manner.
- Finalize CRE's revised Recommended Voting Policies in Academic Personnel Cases document.
- Service all requests relating to the planned new Gallo School of Management.

VI. Campus Review Item

A. [Extension to establish a new Non-Degree Certificate in Child Development and Care \(CDC\)](#)

Vice Chair Anna Song lead this discussion as the Chair recused himself due to a Conflict of Interest (he is a member of the Curriculum Advisory Board for UCM Extension). CRE unanimously endorsed the proposal from University Extension to *Establish a New Non-Degree Certificate in Child Development and Care (CDC)*. Members agree that the proposal is well-established with a strong justification and will serve as a benefit to the community of Merced. In an effort to ensure the proposal language is compliant with the [Establishment of UC Merced Extension Non-Degree Programs](#) policy (appended), members offer the following minor comments:

1. Section III. B. (page 2) of the policy states, "...an Extension Non-Degree Program is a sequence of courses constituting at least 120 credit bearing hours of coursework...". CRE suggests that language be included to make clear that the proposed program meets or exceeds the required number of credit hours.
2. Section III. C. (page 2-3) of the policy states, "a student must obtain a grade point average of at least 2.0 for all courses attempted". However, the proposal states, "All coursework must be completed with a grade of "C" or better ('pass' and 'credit' grades meet this requirement)" (page 17). CRE recommends revising the language to align with campus policy.

ACTION: The analyst will transmit, on behalf of the CRE Vice Chair, CRE's unanimous approval and comments to the Senate Chair by September 18, 2018.

B. [Proposed Revisions to Bylaws II.IV.4.A – LASC Membership](#)

Chair Viney lead the discussion of the proposed revisions to [Senate Bylaw II.IV.4.A](#) addressing the membership of the Committee for Scholarly and Library Communication (LASC). The proposed revisions increase the faculty membership of the committee to seven from four, through the addition of three at-large members, no more than one from each school. The Chair is curious if the proposed number of at-large members can be broadened to account for additional members when another school comes online. It seems that the number proposed is directly related to the number of schools on campus. Broader language would eliminate the need for future revision. Another member asked what will happen if a school does not produce a nomination; can there be only two at-large members? Being that the first sentence of the proposed revisions states, "*This committee consists of at least seven members...*" (emphasis added). This language would conflict with the appointment of only two at-large members, CRE will request the language be revised. Lastly, members would like to confirm who is the appointing body of at-large members.

ACTION: The analyst will transmit comments on behalf of the CRE Chair to the Senate Chair by October 16, 2018.

VII. Any Other Competent Business

ACTION: Per the Chair's request, the analyst will include on the end of each agenda as a discussion item, "Any Other Competent Business" for each committee meeting going forward.

Informational Items

- [AY 2017-18 Annual Report](#)