

Committee on Rules and Elections (CRE)

Monday, November 20, 2023

1:00pm – 2:00pm

DRAFT MINUTES

Pursuant to call, the Committee on Rules and Elections met at 1:00pm on November 20, 2023. Chair Christopher Viney presiding.

**I. Consent Calendar**

## A. Today's agenda

**Action:** Today's agenda was approved as presented and was published on the Senate website.

## B. October 23, 2023, Meeting Minutes

**Action:** Members to review minutes and share any edits with Fatima and Chair Viney by 5:00pm on Monday, November 27. In the absence of comments/edits by the deadline, the minutes will be considered approved. The minutes were approved as an email consent item.

**II. Chair's Report – Christopher Viney**A. Updates from the [October 26](#) Divisional Council Meeting

Divisional Council members discussed CRE's proposed process to address Divisional Council conflicts of interest (COI) in situations where there is disagreement among Divisional Council members regarding actual or perceived COIs. Members unanimously endorsed the new COI process as an appendix to Divisional Council's current COI statement.

Divisional Council members also discussed the proposed amendments to Senate Bylaw 55 (Departmental Voting Rights). An issue was taken with a comment in CRE's memo suggesting that the University Committee on Academic Personnel provide perspective on how Departments can best continue to maintain the research focus that is a UC hallmark if the proposed Bylaw changes are adopted. CRE Chair Viney clarified CRE's stance in the memo. After the discussion, a majority of DivCo members supported the proposed amendments to Senate Bylaw 55.

A joint Senate/Administration Financial Management and Reporting task force has been assembled consisting of some Divisional Council members and administrators.

Online education was discussed. This will be revisited in the future as it may affect UC Merced's enrollment numbers.

B. [ELWR Petition Delegation Proposal](#) (discussed at the October 23 CRE meeting. See Chair Viney's response to UGC, available [here](#)).

UGC revisited this proposal at its October 26 meeting and agreed with CRE, i.e., the VPDUE is not an appropriate agency of the Academic Senate. Therefore, the request for delegation of authority was [not approved](#).

### III. [Proposed Amendments to Bylaw II.IV.2.A](#) – Admissions and Financial Aid Committee (AFAC) Membership – Chair Viney

AFAC is proposing the addition of a graduate student to its membership. Please refer to the memo from AFAC ([hyperlinked above](#)).

Members reviewed the changes highlighted in the revised AFAC Bylaws. Members endorsed the addition of a graduate student to the AFAC membership and agreed that the Bylaw language should be edited so that all ex-officio members are described in the same paragraph.

**Action:** Members were invited to review the revised Bylaws and send edits or approval to Fatima with a copy to Chair Viney by 12:00pm on Wednesday, November 23. CRE responded to AFAC on December 4, 2023.

### IV. [Proposed Amendments to Senate Regulations](#) – UGC Chair Bortfeld

UGC is proposing amendments to Senate Regulation I.2.B and I.1.E. Background and rationale are provided in the UGC memo ([hyperlinked above](#) and summarized below). UGC is also proposing amendments to SR I.1.E, but these proposed amendments were not included in the agenda as additional information is required. This will be discussed at a future CRE meeting.

#### A. [SR I.2.B – Dropping a Course](#)

Rationale for the proposed amendment: To allow first-year students to drop a course without penalty and enroll in a second part-of-term class, also called a parachute course. Parachute courses currently exist at UCM where a class runs for the second half of the semester. This amendment would allow students to register for such a class later in the semester, and drop a class they are currently struggling in, without penalty.

MS Word version of the amendments is available [here](#).

UGC Chair Bortfeld attended today's meeting and provided some background information on parachute courses as well as their purpose.

Members discussed parachute courses and raised several preliminary questions.

**Action:** Members were asked to review the proposal and send their questions to Fatima with a copy to Chair Viney by 5:00 pm on Monday, November 27. The list of questions provided below was sent to UGC Chair Bortfeld on December 4, 2023. Chair Bortfeld will seek clarification from former VPDUE Frey and report back to CRE.

CRE's questions:

1. What are parachute courses? Please define. Will they be described in the Catalog?

2. Will the system of parachute courses only be related to Math courses? Or is there a possibility of it being extended to other courses facing retention/passing challenges?
3. Are resources available to offer these courses?
4. What type of labor would be required of faculty teaching these parachute courses?
5. If a large number of students take the “parachute” option, would a new section need to be created?
6. Would it be worth revisiting the placement exam or adding a stronger filter to avoid the need to drop the class?

## V. Systemwide Review Item – Chair Viney

Chair Viney has agreed to serve as lead for the item described below and will report on this item at the December 11 meeting.

### A. Proposed Revisions to the Presidential Policy on the Use of University Vehicles

- [Memo from Kevin Confetti, Associate Vice President & Chief Risk Officer](#)
- [Revised Policy](#) (tracked changes copy)
- [Revised Policy](#) (clean copy)

The policy applies to the use of any UC vehicle (owned or leased) and any personal vehicle used in the course of UC business. This policy was distributed for systemwide review in November 2018, but was not finalized. 2018-2019 Senate comments from that review are available [here](#) (UCM’s comments are on pp 7-14). Comments from that review have been incorporated into this proposed draft.

Key revisions:

- Change policy name from “Use of University Vehicles” to “Use of Vehicles and Driver Authorization”.
- Expanded policy summary and definitions.
- Inclusion of the CA Department of Motor Vehicles Negligent Operator Treatment System (NOTS) as a standard for eligibility to drive on behalf of the University.
- Implementation will apply to all drivers on University business – not solely employees.
- Establishment of Vehicle Collision Review Committees to review collisions, determine preventability, and promote driver safety awareness.
- Establishment of guidelines for drivers involved in preventable collisions including training, suspension, and potential revocation of driving privileges.

**Action:** Chair Viney will send comments to CRE analyst by Monday, December 4. This item will be discussed and finalized at the December 11 CRE meeting. A draft memo was sent to members on December 5.

CRE’s comments are due to the Senate Chair by **Tuesday, January 16, 2024.**

## VI. Other Business

Today UGC transmitted a response memo to CRE regarding first semester dismissals. It is unclear what the memo is stating or requesting; however, it may require a future response from CRE.

**Action:** Fatima will review UGC's response memo and let the committee know if any action is required or if the memo is strictly informational. Update: After this meeting, members were informed that the UGC memo was an informational item.

Senate Elections will be held before February 1, 2024. The Senate Office is working to have the ballot ready in early December.

There being no further business, the meeting was adjourned at 2:00 pm.