

Committee on Rules and Elections (CRE)

Monday, May 13, 2024

1:00pm – 2:00pm

## MINUTES OF MEETING

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Pursuant to call, the Committee on Rules and Elections met at 1:00pm on April 8, 2024. Chair Christopher Viney presiding.

**I. Consent Calendar {1:00-1:05pm}**

- A. Today's agenda
- B. [April 8, 2024, Meeting Minutes](#)

**Action:** Today's agenda was approved, and the April 8 Meeting Minutes were reviewed and approved by members by 5:00pm, Friday, May 17th. Following approval, the agenda and Meeting Minutes were published on the Senate website.

**II. Chair's Report – Christopher Viney {1:05-1:15pm}**

- A. Updates from [Divisional Council](#) Meetings ([April 15](#) and April 29)

Senate Chair Hibbing reported that UCSF has a tentative initiative to grant non-Senate clinical faculty an increased role in the Academic Senate, such as voting rights. There was also an update on the UC Regents Policy on Public and Discretionary Statements by Academic Units. Senate Chair Hibbing reported that the general consensus among faculty at the systemwide level is that the proposed policy is still not acceptable and encroaches on academic freedom.

- B. [May 3 Meeting of the Division](#)

- C. Reminder: Vote on the Proposed Amendments to Divisional Senate Bylaws and Regulations  
Deadline: 5:00pm, Wednesday, May 15, 2024

**Action:** Chair Viney encouraged members to vote on the proposed amendments to the Divisional Senate Bylaws and Regulations that were circulated via email on Wednesday, May 8. Votes were submitted by 5:00pm on Wednesday, May 15.

- D. [CRE Leadership for AY 24-25](#)

Chair Viney announced the CRE leadership for AY 24-25. Members then discussed plans of continuing to serve on the committee.

**III. [Proposed Amendments to Global Arts, Media, and Writing Studies \(GAMWS\) Bylaws](#) – Chair Viney {1:15 – 1:30pm}**

GAMWS Department Chair Paul Gibbons attended this session.

The Global Arts, Media & Writing Studies Department (GAMWS) faculty met on April 17, 2024 and subsequently by electronic vote passed a motion in support of proposed amendments to its Departmental Bylaws. The Bylaws were amended primarily for the following:

- To revise the description of the Unit;
- to retire the role of Vice Chair and to create program chair roles in governance; and
- to add standing committees.

The proposed amendments to the GAMWS Bylaws in tracked changes can be found [here](#).

A clean version of the proposed amendments to the GAMWS Bylaws can be found [here](#).

GAMWS Department Chair Gibbons explained the rationale for the proposed amendments to the Bylaws, and noted that the voting processes have also been clarified in the proposed amendments.

Chair Viney inquired if there is a specific reason for having two separate programs for writing: the Writing Studies Program and the Merritt Writing Program (MWP). GAMWS Department Chair Gibbons clarified that the MWP was initially administered by the Division of Undergraduate Education (or Office of Undergraduate Education, as it was known at that time), which was solely comprised of College One without any Departments or equivalent Bylaw 55 units. There was no means to accommodate a Senate unit within College One. Professors Anne Zanzucchi and Paul Gibbons were enlisted as Senate faculty. They required Senate “homes”, specifically Bylaw 55 unit homes, i.e. they needed to have departmental membership or an equivalent, and this was provided by the Writing Studies Program in SSHA. The MWP was subsequently relocated into SSHA. However, the MWP has not been combined with the Writing Studies Program into a single unit, primarily because the Writing Studies Program’s current budget cannot provide the resources to take on the expense of delivering the MWP’s obligations.

**Actions:**

- CRE members discussed the proposed amendments with GAMWS Department Chair Gibbons and requested clarification on a number of items including Section V. (Quorum and Voting).
- GAMWS Department Chair Gibbons will consult with GAMWS and provide clarification to CRE.
- Once clarification is received from GAMWS Department Chair Gibbons, CRE will draft a formal response memo containing the committee’s comments.

**IV. [Merritt Writing Program Academic Personnel Review Process](#) – Chair Viney {1:30-1:50pm}**

Associate Dean Anne Zanzucchi attended this session.

In SSHA, the Merritt Writing Program (MWP) is considered an academic program and does not have official Bylaw 55 Departmental unit status. For academic personnel reviews, the MWP has had a two-step process. Peer review committees within the MWP are solicited for case analyses followed by the director’s analysis of the case file with the peer review as additional advisory information. This is in keeping with [MAPP 283](#), which stipulates that the Dean’s Office is responsible for organizing Academic Personnel (AP) actions and processes. For the MWP, in the absence of a Department transmittal memo that would normally follow case presentation and discussion, a director (from the Senate) can serve as AP chair and write an analysis of the case file instead.

Associate Dean Zanzucchi mentioned that this MWP process was inspired by models implemented at other UC campuses.

Chair Viney inquired about the possibility of the Writing Studies Program and MWP operating under the same structure. Associate Dean Zanzucchi explained that it is a long-term goal requiring several steps to achieve. One reason for this initiative is that MWP is not a Department and does not have a formal affiliation with the academic Department housing the Senate positions; instead, it's currently situated in the Dean’s Office.

The MWP recently underwent an academic program review, which led to a suggestion to relocate the

program for better integration with Departmental functions. There have been ongoing discussions about the establishment of a centralized home for writing, involving Senate faculty, the Department, and the program. However, transitioning towards this goal will require reconstitution steps and comprehensive reviews. Therefore, Associate Dean Zanzucchi is actively working on implementing a temporary solution to address the current situation. It is important to note that this temporary arrangement is not intended as a permanent solution, but rather as an interim measure towards eventual departmentalization.

Chair Viney asked Associate Dean Zanzucchi if CAP is involved in assessing the individuals under discussion. Associate Dean Zanzucchi clarified that Unit 18 faculty are reviewed through the Department via the Dean's Office. Depending on the personnel action, the assessment would go to the Vice Provost for Faculty Office. CAP is not involved. Associate Dean Zanzucchi added that the document could be revised to reflect this and provide clarity.

Chair Viney asked for clarification regarding the statement "The SSHA Dean will appoint the MWP AP Chair from the Academic Senate and from the affiliated academic discipline." Chair Viney requested clarification on what was meant by "and from the affiliated academic discipline." Associate Dean Zanzucchi clarified that the individual affiliated with the academic discipline should be someone from the field of Writing who is also a Senate faculty member. She agreed to include this specification in the section.

**Action:**

- As the request for CRE to review the MWP Academic Personnel Review Process transmittal memo was informal, AD Zanzucchi will take CRE's comments from the meeting into consideration and return to the committee with a formal request for review in the future.

**V. Any Other Business {1:50-2:00pm}**

With the enthusiastic agreement of all CRE members, Chair Viney thanked the Senate Office staff for their superlative support throughout the year, and requested that this appreciation be recorded formally in the meeting minutes.

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

Attest: Christopher Viney, CRE Chair