



## **Academic Senate Overview**

### **Shared Governance**

The Academic Senate's priority is to provide an efficient, transparent framework for faculty to engage with the Administration at the campus and UC Systemwide levels. As UCSF seeks to make changes across the campus, faculty engagement in governance processes shared with administrators brings diverse perspectives and participation. Active faculty participation enhances outcomes and serves as an important mechanism for communication among faculty.

The Academic Senate Office supports the members of Academic Senate committees and task forces as they work to help streamline the faculty experience at UCSF so they can focus on teaching, clinical care, and research in a meaningful way that is not hindered by opaque policy or overly-complex administrative structures.

### **Mandate**

The UCSF Academic Senate is a division of the UC Systemwide Academic Senate, which was established in 1920 by [Standing Order of the Regents 105](#). The duties, powers, and privileges conferred upon the Academic Senate by [Standing Order of the Regents 105.2](#) provide that the Academic Senate may determine the conditions for admission, recommend candidates for degrees, authorize and supervise courses and curricula, and determine the membership of the faculties at the University of California. This authority is delegated to individual campus divisions of the Academic Senate, including the San Francisco (UCSF) Division of the Academic Senate. In these delegated responsibilities and other matters of concern for faculty, the Academic Senate at each campus is advisory to the Chancellor, resulting in a robust system of [faculty-administration shared governance](#) without equal in the United States.

### **Application of the Mandate**

In practical terms, this means that the UCSF Academic Senate roles include, but are not limited to:

- Determining the membership of the faculty, including monitoring professional quality and faculty well-being.
  - The Committee on **Academic Personnel** advises the Chancellor on faculty appointment, advancement, and promotion packets, as well as stewardship reviews.
  - The Committee on **Privilege and Tenure** reviews and advises the Chancellor on faculty grievances.
  - The Committee on **Faculty Welfare** initiates reviews and responds to queries about matters of importance for faculty and their welfare as members of the UCSF community. This is an important function for faculty recruitment and retention.
  - The Committee on **Academic Freedom** monitors issues related to faculty academic freedom in research and teaching.
- Participating in oversight of the curriculum, program review, and degree granting processes.
  - The Committee on **Educational Policy** provides input on educational issues.
  - The Committee on **Courses of Instruction** reviews all new courses, substantial changes to existing courses, and course deletions.
  - In conjunction with the Graduate Division, the **Graduate Council** conducts periodic reviews of all programs in the Graduate Division and reports to the Chancellor on graduate education and postdoctoral matters.
  - The **School Faculty Councils** are advisory to the Dean on matters related to admissions, curricula, finances, and other issues within and beyond each school. The Faculty Councils are standing committees of the Academic Senate.

- The Committee on **Academic Planning & Budget** and the **School Faculty Councils** advise the Chancellor and Deans on policy matters relating to budgets, resource allocation, academic planning, physical planning, allocation of educational resources, academic priorities, the planning and budgetary process, campus libraries, research matters, and clinical issues.
- The Committee on **Research** is responsible for allocating approximately \$1 million in endowment funds available for faculty research grants at UCSF. Academic Senate endowment funds are used for faculty research grants only. They may not be used to fund Academic Senate Office infrastructure or grant administration.
- The Committee on **Library & Scholarly Communication** advises the Chancellor and University Librarian on library and scholarly communication issues.

### **UC Systemwide Academic Senate Participation**

One member of most UCSF divisional committees is also a member of the corresponding UC Systemwide committee. There are also two UC Systemwide Academic Senate bodies that include representatives from each campus. These are the Academic Assembly and its executive committee, the Academic Council. The Assembly meets three times each year and the Council meets monthly. At UCSF, the Division Chair of the Senate participates in meetings of the Chancellor, Vice Chancellors, and Deans. General meetings of the Academic Senate at any campus are held several times a year, and most of the Senate's work is done at the committee level.

### **Membership and Committee Participation**

Currently, [Standing Order of the Regents 105.1a](#) includes Ladder Rank, In Residence, and Clinical X faculty, as well as several other series as members of the Academic Senate. At UCSF, Adjunct and Health Sciences Clinical faculty members regularly participate in Academic Senate activities, such as service on a standing committee, faculty council, or ad hoc committee. The implementation of the Standing Rule on Faculty Voting on October 1, 2013 will provide for the inclusion of all full-time faculty votes in shared governance processes at UCSF.

The appointment of new members and chairs for all the standing committees and some ad hoc committees, and selection of the officers of the Senate, is the responsibility of the **Committee on Committees**, which is elected by the faculty. Members of the Faculty Councils are elected by their respective faculties. Standing committee appointments are usually for a three-year term.

### **Academic Senate Administrative Structure**

[UCSF Academic Senate organization chart](#)

#### **Governance Structure**

The head of the UCSF Academic Senate is the **Division Chair**, a faculty member appointed for a two-year term. The **Vice Chair** serves a two-year term prior to becoming Division Chair. The **Secretary**, also a faculty member appointed for a two-year term, has direct oversight responsibilities for the Academic Senate Office. The **Parliamentarian** helps maintain parliamentary procedure for all Divisional committees and serves as an ex officio member of the Committee on Rules and Jurisdiction. All Committee Chairs serve on the Coordinating Committee, the executive body for the San Francisco Division.

#### **Reporting Relationships**

Although the Academic Senate is advisory to the Chancellor, the administrative office has a budget-only reporting relationship to the Executive Vice Chancellor and Provost.

#### **Staff**

The budget for the Academic Senate currently includes salary and benefits for six full-time staff (an executive director and five policy analysts), who provide professional analytical support for the faculty committees that participate in the shared governance activities described above. Daily operation of the Academic Senate Office is the responsibility of the Executive Director.

*Last updated September 11, 2014*