

## **Communication from the School of Medicine Faculty Council**

**Tim Kelly, MD, Chair**

November 2, 2015

TO: Ruth Greenblatt, Chair of the UCSF Academic Senate  
FROM: Tim Kelly, Chair of the SOM Faculty Council  
CC: Todd Giedt, Executive Director of the UCSF Academic Senate Office  
RE: Appeal for Dedicated Academic Senate Conference Room

Dear Chair Greenblatt:

The members of the School of Medicine Faculty Council would like request that the UCSF Division of the Academic Senate advocate for a dedicated Academic Senate conference room. The conference room should be of a size that will accommodate most, if not all, Senate committees and the room must be equipped with quality phone and videoconferencing hardware and software to facilitate remote communication.

Throughout the UC system, no other campus organization holds more meetings than the Academic Senate. Numerous Chancellors have acknowledged this fact and have provided their respective Academic Senate Offices with a dedicated conference room. On our campus, the Academic Senate must compete against Departments, course directors and student and staff organizations to book meeting rooms. Often rooms with adequate space and facilities book quickly and our Senate faculty and staff must to struggle to create workarounds to set up presentations or phone lines, usually with a poor quality result. It is the opinion of the Faculty Council that the Academic Senate committees should be provided access to the same accommodations and resources as the Chancellor's Office, EVCP Office and numerous departments around campus who also engage in the governance of the university and have dedicated conference rooms.

In addition to scheduling challenges, the Academic Senate has had to cope with the issue of providing a reliable phone or videoconference option for faculty. As UCSF faculty members become more fragmented and dispersed across our various campus locations, the Academic Senate has found it increasingly difficult to conduct routine business and involve or engage its faculty constituencies. The Council acknowledges that our campus leaders have made the investments in phone and videoconferencing equipment in many of our campus meeting rooms; however, access to these resources is clearly competitive, and therefore not always guaranteed.

To solve this problem, Council members request that the Senate advocate for a dedicated conference room that is equipped with all of the necessary phone and videoconferencing hardware and software. Similar to the scheduling model that the Chancellor and EVCP use with their conference rooms, the Academic Senate would have "first rights" to an appropriate room, but would still allow others from the campus community to use the room when available. Furthermore, since the conference room would be a shared resource with the campus, the investments into the room would be shared between the campus and the Academic Senate Office. Finally, while there would be a preference that the room be located at Parnassus, the Senate should remain open to the idea of having a room on the Mission Bay campus.

On behalf of the SOM Faculty Council, thank you for your support and your consideration of our request.

Sincerely,  
Tim Kelly, MD  
Chair of the School of Medicine Faculty Council