EQUAL OPPORTUNITY COMMITTEE  
Betty-ann Hoener, Ph.D., Chair

MINUTES  
Meeting of June 6, 2002

PRESENT:  Chair B. Hoener, M. Croughan, R. Malone, S. Rankin, Vice Chair D. Wara

ABSENT:  E. Froelicher, H. Harris, S. Kahl, F. Lu, O. Plesh,

The meeting of the Equal Opportunity Committee was called to order by Chair Hoener on June 6, 2002 at 2:00 p.m. in Room S118. A quorum was present.

MINUTES  
The minutes of April 4, 2002 were approved.

CHAIR’S REPORT/ANNOUNCEMENTS  
Chair Hoener thanked all Committee members for their work this year.

SURVEY ON FACULTY LIFE AT UCSF  
The Committee discussed the results from the survey on faculty life at UCSF, including the appointment of a Chancellor’s Task Force on Faculty Life at UCSF. The Committee would like to be apprised of the task force work as it is in progress and help the task force to set priorities. M. Croughan is a member of the Task Force and of this Committee and is willing to be a liaison between them. The Committee looks forward to assisting with the implementation of the Task Force’s charge.

The Chancellor has requested that the Committee forward any recommendations relevant to the survey results. The Committee decided to focus on one aspect of the survey, roughly identified as the demands of the job. The Committee is particularly concerned with the findings regarding working hours and the negative impact of those high hours on life balance, which in turn can contribute to a deterioration in scholarly work. To that end, the Committee hopes to identify strategies to improve the quality of scholarly life. The Committee noted the strong need for mentors who are trained, are respected members of the faculty community, and who can and will advocate for other faculty. One suggestion was that mentors for incoming junior faculty might be called ‘entry advisors.’

FACULTY DEVELOPMENT AWARDS  
The Committee discussed thirteen proposals and recommended that five of the proposals each receive an award of $25,000. The Committee will send a letter to Vice Chancellor Bainton with these recommendations.
OLD BUSINESS

- **Faculty Handbook:** Vice Chair Wara plans to focus on the handbook later in the summer. She hopes to have a draft ready for circulation by late summer or early fall. The Committee discussed the idea of burning the book onto a CD-ROM and agreed that was a good idea.

- **Search Committee Proposal/Interview Guide:** The Committee considers the draft interview guide sufficiently revised and will re-submit it to Vice Chancellor Bainton’s office with a request that she transmit the composition of search committees as they are appointed. Next year’s Committee will then work on interviewing search committees to identify and subsequently report on best practices.

NEW BUSINESS

None.

The meeting adjourned at 4:00 p.m.