The Minutes of the meeting of December 19, 2001 were unanimously approved.

Announcements from the Chair

- Governor Davis’ budget indicated a reduction from $75 million to $50 million for energy allocation for UC, the elimination of augmentation for clinical teaching support and inclusion of a 1.5- percent merit increase. For the undergraduate campuses, the summer enrollment program to increase enrollment will not be funded for 2002-03. The California Institute for Science and Innovation received continued support. The professional school-fee buyout will not occur. It is unclear whether UCSF will be able to raise professional school fees. Out of approximately $6 million for UC capital improvement, UCSF has been allocated $618,000.

- The International Dentist Program is the only self-supporting graduate professional degree program at UCSF that has been allowed to charge tuition of $44,000 per year for the two-year program. Dean Atkisson announced that systemwide Coordinating Committee on Graduate Affairs is currently reviewing another self-supporting program, the Master of Advanced Studies in Clinical Research that is proposed by the UCSF Department of Epidemiology and Biostatistics.

- The University of California Retirement System has lost $120 to $145 million (0.03 percent of total funds) related to investments in Enron Corporation. The University of California has hired an attorney in an attempt to retrieve the losses.

- UC continues analyzing the relevance of SAT 1 and SAT 2 as part of the admission criteria. The systemwide committee of Board of Admissions and Relations with Schools (BOARS) has proposed the elimination of SAT 1 and SAT 2 and the creation of a UC test, which may cause complications for applicants not in California. A town hall meeting at UC Berkeley in March is open to those interested in the issue.
• Committees that require legal advice not available at UCSF can obtain advice from other campuses, such as UC Berkeley’s Office of Legal Affairs, according to a Memorandum of Understanding agreement signed by division chairs.
• The Oliver Johnson Award for Distinguished Leadership in the Academic Senate has been announced. This biennial award honors an Academic Senate faculty member who has contributed divisional and systemwide to the Senate. Submission of a letter of nomination and curriculum vitae outlining Senate service is due by March 15 to the Academic Senate Office.
• Dean Atkisson announced the "Celebrating UCSF . . . A Night at the SFMOMA" event to be held on Friday, February 22, 2002 from 7 to 10 p.m. at the San Francisco Museum of Modern Art. The event includes remarks from Dr. Bruce Alberts, President of the National Academy of Sciences and UCSF Professor and will be a celebration of UCSF graduate academic education and the research contributions of graduate students and post-doctoral scholars.

Reports from Task Forces

Mentoring – VC Dee Bainton and Mary Croughan
• M. Croughan reported on the preliminary results from a faculty survey on climate at UCSF that was conducted last year. Since a portion of the survey was on mentoring, the final results will be very useful to the Senate's Mentoring Task Force. A formal presentation of the survey results will be given at the February 28 division meeting. Approximately 60% of the participants reported that they had received mentoring, although the quality of mentoring varied among respondents. The task force will include mentoring in the next edition of the faculty handbook. The task force is forming an executive committee responsible for examining models of mentoring programs, followed by selecting and implementing a mandatory campuswide model. The task force anticipates that the executive committee will identify a model by the summer of 2002 for implementation in the fall quarter. Chair Bikle suggested that the task force present the proposal to the Faculty Recruitment, Retention, and Promotion Task Force.
• Linda McCabe and Edward McCabe, professors at UCLA and authors of How to Succeed in Academics, will discuss UCLA's mentoring program and other topics on February 26 at UCSF.
• VC Bainton reported that the mentoring retreat conducted in August 2001 involved 60 faculty members who listed the following needs: orientation of new faculty and staff, training in leadership, a relationship with a mentor, and advice on work-life and professional development. According to evaluations after the event, only three participants requested a mentor. The task force estimated that younger faculty members might be more independent and/or unaware of the need for mentoring.
• The January 2002 presentation on management within the law received positive feedback and a second meeting will be arranged on how to perform code of conduct investigations.
• The Contracts and Grants Office will conduct a meeting on how to manage a laboratory in May 2002.

Distance Learning – Janice Humphreys
• The Task Force created three Ad Hoc Committees to address issues relating to academics, resources and copyright.

Fifth School
• Chair Bikle announced that a status report would be given at the February 28 Division Meeting.
Conflict of Interest
• Chair Bikle announced that the Task Force is compiling policies from national universities and UCSF.

Incorporation of Clinical/Adjunct Faculty into Senate Activities

• Chair Bikle reported on the Academic Council’s discussion of “Lecturers with Security of Employment” in the Academic Senate. This title requires only teaching duties and an appointment of 50 percent or more. Chair Bikle solicited ideas from the Committee on possible proposals to offer the Academic Council regarding inclusion of Clinical/Adjunct in the Academic Senate. The Committee was reminded that UCSF is currently comprised of over 50 percent Clinical/Adjunct faculty. UCSF differs from other campuses in its concentration of Clinical faculty and thus should consider creating a model for including those members. A comprehensive review of relevance of titles and duties may be required. An issue of preservation of the University’s system of shared governance needs to be addressed. The School of Dentistry and School of Medicine address the governance issue by including non-voting clinical faculty members on the faculty council. J. Greenspan noted that when the proposal to include In Residence series in the Academic Senate, there was initial opposition and controversy, but that eventually that series was included in the Senate. Chair Bikle requested assistance on a proposal to include Clinical/Adjunct in the Academic Senate to be presented to the Academic Council. Parliamentarian Jean Olson was asked to chair a Task Force to look into the possibility of including Clinical and Adjunct Faculty in the Senate.

Reports from Standing Committees

Academic Freedom – No Report

Academic Personnel – Donna Ferriero
• The Committee submitted a Stewardship Review proposal to the Vice Chancellor of Academic Affairs which makes recommendations to modify and improve the current procedures, including clarifying the role of CAP in these reviews. Currently 16 Stewardship Reviews are pending.
• The Committee presented the following recommendations to the Chancellor as the Career Review concept:
  1. The option of initiating a Career Review should be available to faculty in all series.
  2. To initiate a Career Review, faculty members should first consult their Chair and request the Chair’s support in putting his or her packet forward for review.
  3. If the Chair is not in agreement with the faculty member, the faculty member should then be able to request that the Associate Dean of Academic Affairs or equivalent at their School put his or her packet forward.
  4. The Associate Dean or equivalent should in turn offer the Chair a second opportunity to support the review of the faculty member’s packet and to include in the packet a letter explaining his or her support or lack thereof.
  5. To help clarify the review process, the faculty member should provide a letter with his or her rationale for the review and what series, rank and/or step for which s/he would like to be considered.

Academic Planning and Budgeting – Stanton Glantz
• The Committee will meet with Steve Barclay, Vice Chancellor of Administration and Finance, to continue discussion related to increased involvement by the Senate in the budget.
The Task Force on the Proposed Fifth School for Advanced Health Studies is preparing a report that should be completed in the next month.

Clinical Affairs – Susan Janson
Michael Thomas, Associate Director of the Medical Center, presented the strategic plan for the Medical Center at the last meeting and the Committee has identified academic concerns related to the plan. The strategic plan will be presented at the February 28, 2002 Division meeting.

Committee on Committees – No Report

Courses of Instruction – No Report

Educational Policy – David Teitel
The Committee is planning a symposium in May 2002 on cross-school and collaborative teaching issues. The symposium will focus on four areas: integration of courses across schools, methods of allocation of resources, retention and integration of activities of teaching faculty, and distance learning.

Equal Opportunity – No Report

Faculty Welfare – Norman Oppenheimer
The Committee continues to study the inaccessibility of UC clinicians to UC faculty. Thomas McAfee, Associate Chief Medical Officer of the Medical Center, will discuss the services provided by the current health care policies covering faculty members at the next Committee meeting. The Committee will also discuss conducting a survey of faculty on the issue. S. Janson noted that Brown and Toland Medical Group prohibits the use of nurse practitioners as primary care providers, which reduces the number of available clinicians to faculty.

Graduate Council – No Report

Library
- University Librarian Karen Butter has implemented a policy of no food consumption in the Lange Room. The Library Committee is concerned that this policy will negatively impact UCSF. The Committee will discuss this new policy with K. Butter.
- The Library Committee recently learned that international students at UCSF are no longer permitted to access library resources such as email services and check out library materials. The Committee will discuss this new policy with the Librarian.

Privilege and Tenure – No Report

Committee on Research – No Report

Rules and Jurisdiction – Julia Faucett
The Committee has implemented revisions as submitted by Senate committees last year. The Committee will distribute to each chair the current bylaws of his/her committee, revised bylaws of his/her committee and revised bylaws of the Committee on Committees, which details common language pertaining to all Senate committees. After the reviews from each committee have been compiled, the Academic Senate will submit the revised bylaws to UC Rules and Jurisdiction and then put the revised bylaws to a vote of the UCSF Senate Division.
New Business – None

The meeting was adjourned at 12:00 p.m.