From: Francis Lu, Chair  
Faculty Subcommittee  
To: Charles Alexander and Clifton Louie, Co-Chairs  
Chancellor's Advisory Committee on Diversity  
Date: February 24, 2004  
Re: Review of underutilization of racial/ethnic groups and Academic  
Affirmative Action/Diversity Progress Reports  

The Faculty Subcommittee has done an initial review of the aggregate data on underutilization of racial/ethnic groups in the faculty and the Academic Affirmative Action/Diversity Progress Reports that were submitted by planning units (departments, programs, divisions and schools) to the Vice Chancellor for Academic Affairs in 2003. The aggregate data on underutilization showed that the Schools of Pharmacy and Nursing had the least underutilization, the School of Dentistry the next most and the School of Medicine the highest. More specifically, the Clinical Sciences planning units in the School of Medicine had more underutilization than the Basic Sciences departments in the School of Medicine. Furthermore, the trend for the School of Medicine was toward greater underutilization over the past five years compared to the other schools.

Our committee took a closer look at the Clinical Sciences in the School of Medicine since they had the most underutilization for the entire campus. We discovered that only 16 out of 33 planning units for the entire school had even responded to provide an Academic Affirmative Action/Diversity Progress Report that was requested. For the Clinical Sciences, 12 out of 24 reported; for the Basic Sciences 4 out of 9 reported. For the campus overall, 26 planning units out of 52 provided an Academic Affirmative Action/Diversity Progress Reports.

Our committee reviewed briefly the Progress Reports from the Clinical Sciences in the School of Medicine. Most of the Reports reviewed were judged by the Faculty Subcommittee to be very generic, superficial and not specific enough to respond to the underutilization for that planning unit.

While our Subcommittee plans further review of the data, we would recommend that the Chancellor be apprised of this situation and urge his support so that each planning unit complete their Academic Affirmative Action/Diversity Progress Report for 2004. The call for the Reports will be made in the next month, and we recommend that the Chancellor write an additional letter to accompany the cover letter and forms urging that we have a 100% response rate.
Secondly, we recommend that consideration be given to support workshops that can provide helpful methods and strategies to improve the quality of these reports. We believe these workshops can be based on the UC President’s Affirmative Action Guidelines on Faculty Recruitment and Retention.

We believe these recommendations are aligned with the University Committee on Affirmative Action and Diversity proposed revisions to APM 240 and 245, which will require department chairs and Deans to report annually on their affirmative action plans for staff and faculty.