COORDINATING COMMITTEE
Deborah Greenspan, DSc, BDS, Chair

MINUTES
Meeting of October 11, 2005


EXCUSED: C. Bertolami, K. Drasner, P. Fox, B. Gerbert, P. Loomer, G. Marshall, H. Sanchez, J. Wiemels

GUESTS: Harvey Brody, UCSF Search Committee Ambassador

Chair Greenspan called the Coordinating Committee to order on October 11, 2005 at 8:30 A.M. in room S-30. A quorum was present.

Approval of Minutes
The minutes from the April 5, 2005 and June 14, 2005 meetings were approved.

Chair’s Report
Chair Greenspan made the following reports or announcements:

- Chair Greenspan formally thanked outgoing Chair Zegans for his service to the Academic Senate and presented him with a plaque and small gift in appreciation.
- The Academic Senate Distinguished Clinical Research Lecture will be held Wednesday, October 12, 2005 at Noon in Cole Hall.
- Nominations for the Academic Senate Distinction In Teaching Award are due November 18, 2005 to the Senate Office.
- The Academic Council heard presentations regarding campus mental health resources for students. Chair Greenspan raised the concern for mental health services for faculty as well as students, and suggested possible training in student mental health issues for faculty and graduate-student teachers. A Systemwide task force is being formed.
- Larry Hershman, Vice President of the UCOP Budget Office, gave a presentation to the Academic Council which included an overview of Return to Aid funding and changes to professional fees. An undisclosed percentage of these funds will be returned to the campuses. Following the report from Chair Greenspan, there was a brief discussion among the Coordinating
Committee expressing concerns about professional fees, potential increases to tuition, the restrictions on return to aid funding, and the frustration with the lack of details and cooperation coming from Office of the President on these matters. Associate Vice Chancellor for Academic Affairs S. Marshall noted that in some of her meetings which concerned systemwide professional school fees, the discussions were focused on law and business schools and that the health sciences may not be the focus of these changes.

- The State Science and Math Initiative (for UC schools to institute a four-year program to train college graduates to become teachers) had been taken up by Systemwide and has been in the process of designing such a program. Campuses are currently working to develop these programs and to implement them as soon as possible. It should be noted that this Science and Math initiative is fully supported by the Academic Senate and the campuses.

- The Academic Council was presented with the Mercer report regarding compensation for UC employees. A close scrutiny by the Academic Senate of this report revealed serious flaws in data, methodology, analysis, and argument. Of great concern is one recommendation that senior management salaries be solicited from the private sector. The Academic Council will continue its discussion and review of the Mercer report at its next meeting on October 26, 2005...

- Vice-Chair Gardner and Pharmacy School Dean Koda-Kimble provided an update on the Campus Strategic Planning Committee. They reported that there have been two subcommittee meetings to narrow the field of potential consulting companies to select one to lead the development of a Strategic Plan for the UCSF campus.

**Status Report on the Faculty Search Ambassador Program**

F. Lu and A. Stewart, Chair and Vice-Chair of the Committee on Equal Opportunity and Harvey Brody, Director of the Faculty Search Ambassador Program, addressed the Committee and presented the executive summary of the June 2005 Progress Report for the Faculty Search Ambassador Program. The full report is available for download online at http://www.ucsf.edu/senate/2005-2006/g-EOP-06-27-05-ProgressRpt.pdf. Harney Brody requested comments to the Progress Report to be sent to him via e-mail.

The Faculty Search Ambassador Program has been contacting chairs of search committees and providing three documents to support their search and the inclusion of underserved minorities. There has been some significant progress in engaging the search chairs. The response rate has increased from approximately 40% to almost 60%. The Program is currently meeting regularly with 40% of the search chairs and is making a concerted effort to increase this rate. The Faculty Search Ambassador Program has also been tracking recent appointments and examining the relationship to the Ambassador Program and minority appointments.

**Update on Implementation of the Task Force on Faculty Recruitment, Retention and Promotion Recommendations**—J. Karliner, Chair of the Committee on Academic Personnel (CAP) and S. Marshall, Associate Vice Chancellor of Academic Affairs

J. Karliner reported that from a CAP perspective, it is too early in the year to note any significant effects from this report. CAP will be looking for impact of this report throughout the year and is working closely with Associate Vice Chancellor’s office. CAP is seeing more changes in series, but because each one is evaluated individually, it is not possible to determine if the requested change is the result of the finding and recommendations contained in the Senate’s report on Faculty
Recruitment, Retention and Promotion (http://www.ucsf.edu/senate/0-taskforcesadhoc/v2-FRRP-Report.html)

In response to a question as to how the recommendations of the report are being published across campus, AVC Marshall indicated that this information was included in the Annual Call for Personnel Actions. CAP Chair Karliner also noted that CAP considers the appropriateness of faculty series when reviewing each packet. If CAP believes a faculty member is a candidate for a change in series, the Committee sends a communication to the AVC as necessary.

L. Pitts and D. Greenspan suggested drafting an e-mail to faculty regarding this report and its recommendations, specifically as to potential change in series. This communication would be drafted in consultation and in cooperation with the AVC’s office. Any faculty request for a Change in Series would still need to go through Department Chairs.

**Department of Medicine Policy Regarding Research Grant Submission**

School of Medicine Faculty Council Chair D. Bikle reported that the Department of Medicine has an internal policy which results in the prevention of VA faculty from being appointed into the Research series. D. Bikle expressed concern that the manner in which the Professional Research series has been used within the Department of Medicine at UCSF is not consistent with the definition and requirements of the series as put forth in the Academic Personnel Manual (APM).

AVC Marshall suggested that this matter be addressed directly to the Chair of the Department of Medicine through the Faculty Council in order to address the issues of concern, since the concerns raised appear to be department-specific issue which should be resolved within that department to comply with the requirements of the University.

**Report from Faculty Council Chairs**

*School of Dentistry*

No report.

*School of Nursing*

The SON Faculty Council is continuing its discussion and examination of the potential Doctor of Nursing Program.

*School of Medicine*

The SOM Faculty Council is concentrating on preserving the educational component in the School’s planning process. The two primary issues for the Faculty Council this fall will be (1) medical liability and gaps in the process; and (2) budget planning, as this year the SOM-FC will be involved in the SOM planning process for first time.

*School of Pharmacy*

No report.

**Report from Committee Chairs**

*Academic Freedom*
The Committee is still hopeful that it can sponsor a symposium and related to Academic Research Academic Freedom and the Government. The Committee is still trying to identify participants. The Committee is conducting a follow-up of the review of grant review protocols at the UCSF Cancer Center, which was the focus of an investigation by the Committee a few years ago.

Academic Personnel
CAP membership has been expanded to nine Senate members. This has been very beneficial and the Committee continues to function smoothly.

Academic Planning and Budget
The Committee met with Eric Vermillion, Assoc. Vice Chancellor Finance and discussed the budget process. The next meeting will focus on the graduate student fees and Return to Aid funding issues.

Committee on Clinical Affairs
No report.

Committee on Committees
Chair Fuentes-Afflick reported that the Committee has been able to fill all Academic Senate Committee appointments for 2005-06 and that the Committee has been busy responding to requests from the Chancellor and Vice Chancellor for Senate Representatives on numerous Chancellor Committees, including: Academic Information Systems Board, SFGH Subcommittee – Chancellor’s Advisory Committee to the LRDP Amendment, Faculty Diversity Initiative Steering Committee, Student Academic Affairs Review Committee, UCSF IT Governance Committee, Industry Research Alliance Coordinating Committee and the Faculty Development Users Committee. Chair Fuentes-Afflick expressed appreciation for the prompt responses to calls for service or recommendations for faculty to serve on committees.

Courses of Instruction
The Committee on Courses of Instruction has formed two subcommittees: one to oversee ongoing courses and institute five year reviews and another to evaluate the development of a new online courses and online course development system. The Committee has also approved a proposed variance to Systemwide Senate Bylaws related to a teaching title variance, allowing the Clinical Professor (Health Sciences Clinical Professor series) to be included in teaching as appropriate and will be forwarding this to Chair Greenspan for further consideration, since it will require approval by the Academic Council and/or the Assembly of the Academic Senate.

Library
The Committee on Library will be evaluating issues regarding space use at Parnassus, non-library uses of the Library, Library tenants, and campus Library needs. The final report from the review conducted in 2004-05 identified the second floor of the Kalmanowitz Library as potential classroom space, with a dual use for student meeting space. The Committee on Library also will be evaluating the library at Mt. Zion for future use, and will continue the examination of scholarly communication and publishing issues.

Equal Opportunity
The new edition of “Culture and Clinical Care” produced by the School of Nursing is available. Next week is Diversity Week and there will be several events Tuesday night. The University
Committee on Affirmative Action and Diversity (UCAAD) has submitted a Proposal for a System-wide Statement on Diversity for comment from the campuses by January 10th. The Committee is also working to codify a written process for use by EQOP in order to keep the web version of the UCSF Faculty Handbook up-to-date as institutional changes or requests for changes/corrections occur.

*Educational Policy*
No report.

*Faculty Welfare*
No report.

*Privilege & Tenure*
No report.

*Research*
The Fifth Annual Academic Senate Distinguished Clinical Research Lecture will be held Wednesday, October 12, 2005 at 3:30pm in Cole Hall. Professors Anthony Sebastian and R. Curtis Morris will jointly provide the lecture

*Rules and Jurisdiction*
No report.

*Graduate Council*
No report.

The meeting adjourned at 10:35 A.M.

Senate Staff:
Wilson Hardcastle
Senate Analyst
476-4245, whardcastle@senate.ucsf.edu