MINUTES
Meeting of December 13, 2005


GUESTS: Bob Day for Mary Ann Koda Kimble

Chair Greenspan called the Coordinating Committee to order on 3/December 13, 2005 at 8:30 A.M. in room S-30. A quorum was present.

Approval of Minutes
The minutes from the October 11, 2005 meetings were approved.

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

- Chair Greenspan provided an update from the recent meeting of the Academic Council. Highlights of this meeting include discussion of recent coverage in the Chronicle regarding UC salaries.
- The Science and Math Initiative issue still under development. Even though a letter was sent out in the fall extolling such programs, these programs have not yet been developed. However, the initiative is moving forward and is being coordinated by the UC Science and Math Initiative Planning Group.
- The UCSF Representative on the UC Science and Math Initiative Planning Group is Bruce Alberts.
- There are some problems with Liver Transplant Center at Irvine and it is under investigation.
- The Return to Aid funding issue continues to be discussed. As a graduate student campus, UCSF and its students are particularly adversely affected.
Wyatt R. (Rory) Hume, Interim Provost, expressed concerns regarding academic planning and that UC as a system does not participate in academic planning as a whole. He urged that UC Campuses should maintain individuality, but also share plans. Now is the time to act cooperatively and not competitively. There will be a new comprehensive plan for UC Systemwide. David Gardner provided an update to the UCSF planning group’s progress in interviewing and selection of consultants. Discussion continued regarding the shape of the charge of the UCSF strategic plan.

Cal ISIs and QB3 have not been reviewed. The chair of the Committee on Research Planning has proposed protocols for review.

The new forms of the DBP and DCP are taking shape. There will have to be a new funding strategy to support the retirement health plan.

There are new requirements for sexual harassment training. Issuance of these materials is being delayed due to issues with the content of the online training materials.

The Chancellor has expressed concerns to OP regarding return to aid funding, and expressed to Chair Greenspan the importance of having a message from the Senate regarding the needs of the campus regarding the return to aid funding issue. Chair Greenspan noted that this may be accomplished by the Committee of Academic Planning and Budget or perhaps an ad hoc committee or task force.

As the return to aid funding is controlled by a formula, which includes a variable for TAs. There are many student teachers at UCSF who are operating in essence as TAs. P. Robertson, Chair of Academic Planning and Budget, suggested creating a ghost class of TAs or even formally establishing the work of these people as formal TAs. There may be a way of identifying those acting as TAs as formal TAs, and we may then ultimately receive funding for these positions on this campus. P. Robertson, Chair of APB, will bring this up in the next meeting of AP&B. The Committee on Academic Planning and Budget will gather information regarding the Return to Aid formula and the possible identification of TA positions or roles at UCSF.

The Chancellor will be attending the next Division meeting, and Chair Greenspan called for those present to encourage greater-than-average attendance.

Faculty Mentoring
Mitchell Feldman, Director of Faculty Mentoring, gave a presentation, “Faculty Mentoring at UCSF” (Attachment I). Dr. Feldman encouraged the ongoing feedback of the Committee and faculty members to the ongoing mission and vision of faculty mentoring, and noted that these slides are available for sharing. Three Rs of faculty mentoring are Recruitment, Retention (career satisfaction), and Recognition. Discussion regarding mentoring in general included the need for data and metric measurements and for new terminology without any preconceived or implied connotations. Other ideas offered included emeritus mentoring for department chairs.

University Committee on Affirmative Action and Diversity (UCAAD) Proposal for Systemwide Statement on Diversity
Chair Greenspan called for a motion to accept this statement to be followed by discussion (Attachment II). Francis Lu, former representative to UCAAD and current Chair of EQOP,
provided a printed review and comment from the Committee on Equal Opportunity (Attachment III). Discussion of the statement followed.

L. Pitts suggested that the Committee voted to approve the statement and to include in the letter of transmittal the concerns of this campus, particularly that the statement is not strong enough. These concerns may be expressed as a friendly amendment to the proposed statement.

Motion: To approve the statement to the Graduate Council, with a letter of comment from Senate. Vote unanimously passed.

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

School of Medicine Faculty Council Chair D. Bikle reported that the Department of Medicine had been preventing, as policy, any VA faculty from being appointed into the Research series. Recently, working with Dean Ferraro, this has been rectified. However a policy stated in a memo from Lee Goldman, Chair of the Department of Medicine, precludes those in the Research series from applying for grants unless they already have one (Attachment II).

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). Over the past several years, CAP has been more strictly abiding by the requirements of the APM which has caused some problems with the Department of Medicine and its grant policies. D. Bikle referenced a recent task force, which included a former CAP chair, regarding the research series. AVC Marshall corrected this assumption, explaining that the Chancellor’s Task Force was regarding Collaborative Research and not the Professional Research series or grants. J. Karliner, Chair of CAP, also noted that the APM makes no mention of grants or funding regarding any faculty series.

D. Bikle suggested that UCSF develop its own definition of the Professional Research Series to best suit local uses. CAP Chair Karliner and AVC Marshal explained that series are defined by the APM at the Systemwide level and may not be defined by individual campuses. AVC Marshall further noted that UCAP is examining collaborative research at the Systemwide level and may make changes to the APM which would make this debate moot. Chair Greenspan closed the discussion noting that the criteria for appointment and advancement in the various faculty series are set forth in the APM; these are reviewed and revised by campus CAPs and UCAP. The complications in grant policies for the Professional Research series within the Department of Medicine is a 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**

The SOD is targeting different student populations, is considering a proposal for tele-dentistry programs, and recently received a T32 grant for clinical training and research for combined PhD programs.
**School of Nursing**
The SON vote regarding the potential Doctorate of Nursing Program was to “Wait and Watch” to examine the progress on a national level. The SON is working hard on the implementation of the strategic plan.

**School of Medicine**
There is a push to make budgeting in the SOM more transparent and the SOM-FC will be involved in that effort. The next Full Faculty meeting will be feature a panel regarding Work-Life issues, particularly concerns of female faculty.

**School of Pharmacy**
The major topics at the upcoming SOP Full Faculty meeting will be accreditation and diversity.

**Report from Committee Chairs**

**Academic Freedom**
No report.

**Academic Personnel**
CAP will be meeting with the Chair of EQOP regarding potential changes to the APM.

**Academic Planning and Budget**
APB continues to examine the Return to Aid and graduate student support issues. APB will be examining fellowships as potential aid to graduate students.

**Committee on Clinical Affairs**
No report.

**Committee on Committees**
The COC has been very active and successful. A mass e-mail was sent regarding an important search committee. The use of such a mass e-mail will not become common.

**Courses of Instruction**
No report.

**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 last year has identified the second floor as potential classroom space, with a dual use as student meeting spaces. The Committee on Library will be evaluating the library at Mt. Zion for future use, and will continue examination of scholarly communication and publishing issues.

**Equal Opportunity**
No report.

**Educational Policy**
No report.

*Faculty Welfare*
No report.

*Privilege & Tenure*
No report.

*Research*
COR funded 13 of the submitted grant proposals.

*Rules and Jurisdiction*
Recent items under review have included bylaw changes for SOP, SOM, and the granting of posthumous degrees by the SOM.

*Graduate Council*
The UAW union recently tried to unionize post docs and Post Doc Council is trying to educate their group. UAW reps have been reported as aggressive and harassing of staff and post docs, trespassing into offices and laboratories, and interfering in lab work.

Chair Greenspan will communicate to the Chancellor that the campus be educated on policies, rights, and rules regarding this issue.

The meeting adjourned at 10:35 A.M.

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