Chair Greenspan called the meeting of the Coordinating Committee to order on Tuesday, June 12, 2007 at 8:30 A.M. in Room S-30. A quorum was present.

Approval of Minutes

The minutes from the April 17, 2007 meeting were approved with minor corrections.

Chair’s Report

Chair Greenspan reported on the following:

• Chair Greenspan gave an update to the systemwide response and review of RE-89 (policy on tobacco funding). While this received a thorough review at UCSF, and was strongly supported, some campuses gave it only a cursory review and it was not supported at the other UC campuses. The issue was tabled at last Regent’s meeting and may or may not make it to the July agenda. Results of the UCSF vote are on the Senate Web site.

• Chair Greenspan gave an update regarding changes to Off-Scale Salaries and Salary Scales. More information will be presented later in the meeting.

• David Gardner provided a summary of the last Assembly meeting. Heavily featured was a discussion of off-scale salaries, the structure of salary scales, and competitive faculty salaries. President Dynes reported that UCOP plans to raise faculty salaries 26% on average over the next three years. Details on this initiative, including how this will be funded, remain unclear. Several possible means to fund and restructure salaries were presented.

• A consulting company, the Monitor Group, is examining the efficiencies of how UCOP is organized and operates. Deb Greenspan and David Gardner will be meeting with representatives of the Monitor Group.

• The meeting of the Division will be June 21st. There will be an address from the Chancellor and some important new business. All are encouraged to attend.

Discussion of Off-Scale Salaries – Vice Provost Academic Affairs Sally Marshall
Vice Provost, Academic Affairs Sally Marshall addressed the Coordinating Committee regarding off-scale salaries. S. Marshall reported that the situation is changing very quickly. She is strongly advocating that UCSF and Health Sciences Compensation Plan participants be included in any adjustments—should other UC faculty salaries be upwardly adjusted, HSCP participants should adjusted upwards as well.

S. Marshall stressed that the current proposal is for a 26% increase ON AVERAGE to salary scales over three years. There will be significant adjustment to the salary scales, but not a range adjustment; meaning that all salaries will rise by some amount, but more so in the middle range and less so at the extremes, to average 4.5% each for three years.

S. Marshall reiterated the situation at other campuses where older faculty are not retiring and have to be significantly encouraged to leave. Off-Scale salaries also apply to retirement funds, and this is not only disparate to UCSF/HSCP participants, but any increases to salaries will provide additional disincentive to retirement.

The Committee continued discussion regarding salary structures, and how salary increases would have different effects on FTE, Y components and the variety of salary structures.

**Divisional Response: Communication from the Task Force Recommendation for a Divisional Response Regarding Proposed Changes to APM 620, Policy Regarding Off-Scale Salaries**

Chair Greenspan presented the Task Force’s recommendation for a Divisional Response to the Proposed Modifications to APM 620, Policy Regarding Off-Scale Salaries (Attachment 1). After brief discussion this response was supported by the Committee.

**Discussion of Oversight of Extramural Grants and Cost Overruns – Stuart Gansky, Chair, Committee on Academic Freedom**

S. Gansky presented the Committee with a list of questions (Attachment 2) generated by the Committee on Academic Freedom for investigation by the Senate, possibly by a task force. These questions seek to address the issues and complications which arise when PIs accidentally overspend on extramural grant funds. (As opposed to those who carelessly or willfully overspend, for which there are clear processes in place.)

D. Greenspan requested clarification regarding the action requested by the Committee on Academic Freedom (CAF). S. Gansky explained that some PIs are held responsible for financial issues, some paying with personal funds, for overspending even though they have been checking regularly, but have overspent as a result of the inefficient accounting system. CAF believes that requiring individual coverage in these cases is not a fair practice. CAF believes that investigators should be warned of such possibilities—being held accountable for overspending even though by all indications they are not overspending—and that policies should be adopted to protect investigators from such an outcome.

S. Gansky noted that the APM requires that investigators “check regularly.” If the PI has checked regularly, have they met their responsibility even when the account information changes after their final checks at the end of the project? There are several items which are beyond the control of the investigator. P. Fox gave the example of union contract renegotiations, which often have retroactive pay raises. The accounting office often pays bills which are the wrong ones, and often years and years after the fact. There are many inefficiencies in the system and faculty are put in an untenable situation.
D. Gardner and S. Marshall reported that in willful misuse of funds, it is considered theft and dealt with appropriately. As a general practice, other overruns should be managed by the department.

S. Gansky requested that an ad hoc committee be formed to come up with ideas or policies to protect faculty who find themselves in these situations. The ad hoc would have to survey departmental policies as well as the requirements of the APM. The ad hoc will be requested to provide some clarity to the issue. After discussion, it was determined that this ad hoc committee will be formed in the fall, and will feature members from APB, COR, AF, and P&T, and will report back to the Coordinating Committee.

Committee on Faculty Welfare Review of the Health Sciences Compensation Plan—Retirees and Recall—Candy Tsourounis, Chair, Committee on Faculty Welfare; and Larry Pitts, Professor Emeritus and Recalled Faculty

C. Tsourounis raised this issue (Attachment 3) at the previous Coordinating Committee, and Larry Pitts presented a Draft Proposal regarding UCSF Faculty Recall Practices and Policy (Attachment 5). The primary issue is the UCSF practice of allying the HS Comp plan to recalled faculty, which is not designed for recall faculty and presents significant problems for those at less than 50% time.

Given Medicare and other restraints, the maximum recall faculty can participate is 43% time, and they are given the option of participating in the Health Sciences Compensation Plan (at 43% of pre-retirement of X+Y), but all outside income must be returned to the department/comp plan as when the faculty was at 100%. If a faculty member participates in an external practice (non-patient care) of some sort (in the 57% of free time), and if the faculty member keeps the external income, does not participate in the HSCP, the maximum the university salary will allow is scale zero.

This experience is in the school of medicine. There does not seem to be an official policy, just an existing administrative policy. L. Pitts called for a UCSF campus policy regarding recall faculty salaries. As far as L. Pitts is aware, this is not an issue for the other campuses (and maybe not for the other schools). A recall pay policy does exist for general UC faculty, but not those under the Health Sciences Compensation Plan. L. Pitts requested that the Academic Senate initiate the process to design a UCSF Policy on Recall Salaries for Health Sciences Compensation Plan Faculty.

S. Marshall provided some clarification to campus policy. The only way to be paid off scale is to participate in the HSCP (this campus does not allow off-scale salaries). This applies to recall faculty as well. Discussion continued, including a variety of scenarios.

L. Pitts maintains that UCSF does not have a policy on this issue. S. Marshall was uncertain if this is a campus policy or merely a campus practice. She would support an investigative ad hoc committee which could make a recommendation. S. Marshall also suggested that it would be more efficient to change the HSCP rather than the APM.

Chair Greenspan suggested forming a task force including members from Clinical Affairs and Faculty Welfare to investigate and make a recommendation as to how to move forward and make a recommendation to the Chancellor. P. Robertson recommended including members of all the faculty councils. This task force will be charged with investigating the current practice and make a recommendation as to method to address the issue.
Discussion of Academic Council Proposal Regarding Fiscal Impact Statements

Chair Greenspan presented for discussion the Academic Council Proposal regarding Fiscal Impact Statements (Attachment 4). P. Robertson, Chair of APB, briefly reviewed the Systemwide Proposed Policy on Fiscal Impact Statements and opinions voiced in the recent meeting of APB. The Committee felt that there was not enough information provided to make a recommendation, however it appears to be a great deal of busywork generated to little benefit. The Coordinating Committee quickly reviewed it and considered this to be a “make work” project. This proposal would be more beneficial as the threshold increases. D. Bikle supported the concept for higher threshold items or items which have a large impact on the faculty.

Reports from Committee Chairs:

Committee Chairs were asked to briefly summarize the issues and activities of their Committees over the past year.

Academic Freedom
In addition to the issue regarding extramural grant overruns, S. Gansky reported on the recent symposium on the politicization of science.

Academic Personnel
CAP has almost reviewed 400 files this year, more than any other year for which CAP has data. Just last week, CAP held a productive retreat with VPAA Marshall’s office, and the Associate and Vice Deans in all the schools responsible for personnel actions. Discussion topics included timeliness of files, possible submission of final update materials, and the constructive use of stewardship reviews.

Academic Planning and Budget
APB has reviewed and made their recommendations regarding the requests for Chancellor’s Discretionary Funds. P. Robertson briefly reviewed the proposals and the evaluations of the Committee. The final report to the Chancellor will be available online as soon as it is finalized by the Committee Members.

P. Robertson also briefly reviewed the Systemwide Proposed Policy on Fiscal Impact Statements (Attachment 4). APB felt that there was not enough information provided to make a recommendation, however it appears to be a great deal of busywork generated to little benefit. The Coordinating Committee quickly reviewed it and considered this to be a “make work” project. The Committee supported the idea in theory but believes that this proposal is not fully formed and is premature.

Clinical Affairs
The Committee designed and distributed an exit survey for faculty who leave UCSF. This instrument was sent last month and replies are beginning to arrive in the Senate office. The Committee will submit suggestions to the Senate after its final meeting this year.

Committee on Committees
Steve Kayser spoke to the new appointments and the attempt to include younger faculty and participation from the smaller schools.

Courses of Instruction
Arianne Teherani reported that COCOI reviewed and approved 49 new courses and course revisions this year. The Committee’s last meeting will be in July to review courses for Fall 2007. The Committee is continuing review and revision of the Course Forms to improve the process’ efficiency for both preparers and the Committee. COCOI initiated a conversation with OAAIS (Jon Showstack) to bring the course form review process online (as it is done on other UC campuses).

COCOI reviewed applications for the Library’s Innovative Grants Program (IGP) – awarded $47,324 to seven applicants for innovative instructional projects for 2007-08.

**Equal Opportunity**
No report.

**Faculty Welfare**
No report.

**Graduate Council**
This year the Graduate Council reviewed and approved the proposed MS in Global Health Sciences program, and completed program reviews of the doctoral program in Sociology (School of Nursing) and the Graduate Group in Bioengineering.

**Library**
D. Teitel reported on the long term global and short-term physical plant issues the Committee faced this year. Some of the global issues included: review of the UC Open Access Policy, support of Copyright and Fair Use seminars, review of the Policy on Stewardship of Electronic Information, development of a Library Strategic Plan, discussion of the role of the Library as the Virtual Home of the CTSI. The physical plant issues included: repurposing of library space, incorporation of Fishbon Library into the UCSF Library Program, and increased building security.

**Privilege and Tenure**
No cases have come forward this year for the Committee.

**Committee on Research**
C. McCulloch reported that the Faculty Research Lecture, given by Peter Walter, was held last month at Mission Bay to a capacity audience. The Committee has recently selected recipients for the Spring round of Individual Investigator Grants. The Committee will meet on Thursday to select the 7th Distinguished Clinical Research Lecturer.

**Rules and Jurisdiction**
The Committee reviewed bylaw changes for the Schools of Nursing and Pharmacy, and spend the entirety of the review soliciting comments and enacting revisions to Divisional Procedure for Student Grievance in Academic Affairs. The final proposed revisions were approved by the Committee June 11, 2007 and will be sent to campus counsel for review will be put forward in two weeks for approval by the Division, after which it will need to be approved by UCRJ.

**School of Dentistry Faculty Council**
No report.
School of Medicine Faculty Council
The SOM-FC has had ongoing discussions regarding faculty satisfaction, particularly with regard to balancing research, clinical and teaching responsibilities, and continued discussions with Medical Center administration, school and department administration, and in particular the Department of Medicine regarding Ambulatory Care Services.

School of Nursing Faculty Council
The School of Nursing Faculty Council worked on many issues this year, not the least of which was the celebration of a Century of Nursing at UCSF. The SON-FC and the Dean award five new teaching awards, has started a new diversity training program, is reviewing the masters program curriculum.

School of Pharmacy Faculty Council
H. Lipton will be staying on as FC Chair. SOP will be undergoing a new, more stringent accreditation process. SOP-FC has updated their bylaws, and has updated their mission statement to strengthen their dedication to diversity.

Old Business
None.

New Business
None.

Chair Greenspan adjourned the meeting at 10:37 A.M.