MINUTES Meeting of October 24, 2006


EXCUSED: P. Den Besten, K. Fye, S. Gansky, E. Fuentes-Afflick, B. Gerbert, H. Harris, H. Lipton


Chair Greenspan called the Coordinating Committee to order on October 24, 2006 at 8:36 A.M. in room S-30. A quorum was present.

Approval of Minutes

The minutes from the June 13, 2006 meetings were approved with minor corrections.

Chair’s Report

Chair Greenspan made the following reports and announcements:

- Update on Assembly of Academic Senate Meeting of October 11, 2006:

  The Academic Council and Assembly met on September 27th, 2006 and October 25, 2006 respectively. The Academic Council discussed the issue of a request from Cruz Bustamante, California Insurance Commissioner, that the Regents of California refuse to accept funding from tobacco companies following findings by the court that the tobacco industries were found guilty of racketeering, the long body of evidence of inappropriate behavior by the industry, and the possible inaccurate reporting of study findings. The Academic Assembly met two weeks later and wrestled with the issue of accepting money from the tobacco companies versus Academic Freedom. The following motions were prepared and passed and will be forwarded through the Chair of Council, John Oakley to the Board of Regents:
1) In asserting the privacy of Academic Freedom, the Academic Assembly of the University of California declared disapproval in funding arrangements in which the appearance of Academic Freedom belies an actual suppression of Academic Freedom.

2) The Assembly asserts its conviction that past funding arrangements involving the tobacco industry have been shown to suppress academic freedom.

Stanton Glantz requested that postdoctoral students applying for Phillips Morris funding be informed of the court findings against the tobacco company. Patricia Calarco, Interim Dean of the Graduate Division stated that it lists all funding available and will follow the Regents’ ruling. Dean Calarco suggested that, in the interim, students disperse this information via the POA web site. If no ruling by made by the Regents, the Coordinating Committee will readdress this matter.

- **Reminder of Systemwide Reports/Actions Under Review**
  The Committees and Council members were reminded of the deadlines for the various task forces who are reviewing Systemwide proposals and making recommendations for the UCSF Division position.

- **Status of UCSF Strategic Planning**
  UCSF Strategic Planning is well under way. Groups considering the six points will meet in November, December 2006 and January 2007 and will report their findings to the University.

- **Issues brought up at the Academic Council**
  Faculty salaries will be address by the President’s Office and Academic Council. Of concern are the off-scale salaries.

- **Academic Senate Distinction in Teaching Award**
  Chair Greenspan reminded the committee members of the November 17, 2006 deadline for nominations for the Distinction in Teaching Awards.

**Academic Senate Committee on Research Request to Approve Amended Guidelines and Related Documents for Senate Individual Investigator Research Grant Program – Chuck McCulloch**

Chuck McCulloch, Chair of the Academic Senate Research Committee (COR) submitted grant guideline and other modifications to the Senate’s Individual Investigator Research Grant (IGG) program for review and approval by the Coordinating Committee. COR proposed changes included the Individual Investigator Research Grant (IGG) Application, the IGG Score sheet, funding categories and the score range, which was revised to reflect the extramural scoring systems with which most faculty are familiar. Additionally, the IGG coversheet now includes fund category which allows applicants to self-identify those categories from which funds for their proposal may be applied.

The Committee thanked and commended Chair McCulloch and the Committee on Research for all of its work to improve the Senate’s Grant process.

**VOTE: MOTION TO ADOPT CHANGES WAS UNANIMOUSLY APPROVED.**

**Presentation on UCSF Links Projects:**
Mara Fellouris, Director, Zoanne Nelson, Associate Director of the New Business Architecture Program Management Office (NBA PMO), and Jim Hine, Acting Director presented an overview of two of the UCSF Links Projects being designed and implemented at UCSF, The Procure to Pay (PSP) or eProcurement and the Effort Reporting System (ERS). They indicated that UCSF has embarked on a multi-year initiative that will dramatically improve operations in the areas of research administration, financial management, and information technology infrastructure. UCSF Link is co-sponsored by the Vice Chancellor of Administration & Finance, Steve Barclay, and the Executive Vice Chancellor and Provost, Gene Washington, and endorsed by the Chancellor's Cabinet. This UCSF-wide initiative will involve academic departments, laboratories, and central administration. While this is a campus-wide initiative, its primary focus is to better support academic units by providing them with streamlined processes and new information systems with increased functionality and data capabilities.

Procure-to-Pay (P2P) is an enterprise system that will effectively pass information between the “shopper” and the purchasing agent and facilitate the purchase, receipt and payment of goods and services in a uniform way. Phase I of this project is scheduled to go live in May, 2007. The Procure to Pay (P2P) or eProcurement basic goals are:

- Improved Customer Service by providing easy access to up-to-date catalog content and reducing procure-to-pay cycle time
- Cost containment and control by directing spending towards strategic sourced suppliers and processing purchasing through an integrated system that controls payment activity and offers enhanced transactional, management and exception reporting

Effort Reporting System (ERS) was developed to streamline the process of time and effort reporting, run project status and projection reports. It will replace the two-part PARs that are currently sent out quarterly or semi-annually for certification. ERS is currently scheduled to be deployed in late February 2007 for the reporting period ending December 2006. The goals of the ERS project are to:

- Improve the quality and timeliness of effort reporting data
- Improve transparency and accountability for the effort reporting process
- Eliminate the distribution and maintenance of paper effort reports

**ACTION:** Schedule this presentation with each Faculty Council.

**ACTION:** Send an e-mail to all faculty stressing the importance of this process.
Reports from Committee Chairs

Committee on Committees – Stan Glantz, Vice Chair FOR Elena Fuentes-Afflick
All Committees, with the exception of the Committee on Courses, are complete. Main new activity is the continuing discussion of improving the engagement of full-time adjunct and clinical faculty in the Senate Committee process. We currently have at least one adjunct and clinical faculty on most committees. There has been discussion of expanding these numbers. The Committee on Academic Personnel has no adjunct and clinical. The Committee has asked Rules and Jurisdiction to review the ruling whether the bylaw governing CAP can be changed.

Courses of Instruction – Abbey Alkon
The Committee is revising course forms and preparing to update the tutorial based on changes to the course forms. They are waiting to hear about on-line funding.

Education Policy- Henry Sanchez
Resource 25 (a web-based application for managing classroom assignments) was discussed. The Registrar’s Office is currently using software called Time and Place to schedule classroom use on campus. Resource 25 will replace the current application and will be rolled out in stages, starting with scheduling for the spring 2007 term. The Online Grade Reporting System was implemented in November-December 2004. About 200 faculty members are currently using the system (representing about one-third of the faculty). Faculty users have requested the ability to upload grades to the system, the ability for a staff member to input grade information with faculty approval and the ability to download information from WebCT. The Library will work with the Registrar’s Office to incorporate the faculty requests. Pod-casting and role of Apple are being discussed.

Brian Warling, Assistant Director for the Center for Instructional Technology, briefed the Committee on the ongoing efforts by the Library and the Center for Instructional Technology (CIT) to implement podcasting at UCSF to upgrade to WebCT Campus Edition 6. Once Web-CT is updated, students will obtain an online subscription to courses and common areas for students or teachers to access information.

Faculty Welfare – Candy Tsourounis
The committee discussed the UCSF Draft Strategic Plan. The committee will discuss the initial changes to shift our defined contributions to our retirement plan and the necessity of a cost of living increase to offset potential higher contributions by faculty and staff.

Howard Hughes and Ludwig investigators have approached UC to request they be allowed to become part of UC retirement system. They are currently part of TIAA-CREF and were not offered the opportunity to be part of UC retirement.

Graduate Council – Farid Chehab
The Post-Docs attended a dinner hosted by the Chancellor. The Post-Docs made a number of requests including a request to bring post-doctoral salaries at UCSF up to NIH levels and to improve child care at UCSF. The Post-Doctoral Scholars submitted the same set of requests to the Graduate Council who will discuss the requests over the next few meetings. After discussion, the Graduate Council will forward the list of requests to the Graduate Division with the hope that they will be passed on to EVC and Provost Washington.
External Review of Sociology Program: The review has been sent to the Program Administration and the Administration has sent its response to the review to the Council. There are some major issues to be addressed by the Program Administration. The Administrators will be invited to the next Graduate Council meeting for that discussion.

The Graduate Council is considering a proposal for a one-year MS Degree in Global Health: The Graduate Council has assigned a member to review the program and lead the discussion of the proposed program at the next Graduate Council meeting. The initial concern with the program is the proposed one-year time frame which may be too short for the students to accomplish all that the program has proposed.

Committee on Library – David Teitel
Dave Teitel, Chair, reported that the Committee on Library met to discuss the role of the Committee and issues they want to discuss throughout the year. The Committee is primarily concerned with the cursory inclusion of the Library in the strategic plan. Additionally, the Committee will continue its work related to the repurposing of library space. This effort will be addressed in the development of the Library's own strategic plan.

Committee on Research – Chuck McCulloch
The 6th Distinguished Clinical Research Award was presented to Dr. Michael Matthay, Professor of Medicine and Anesthesia and Senior Associate, Cardiovascular Research Institute. The lecture entitled “Priming the Pumps: Can New Treatments Accelerate the Resolution of Pulmonary Edema”, was very well attended and filled Cole Hall.

The Committee will recommend that 12 Individual Investigator Grants be funded, depending on availability of funding resources. The Committee is currently revising shared equipment grant guidelines.

There have been concerns that the Distinguished Clinical Research Lecture (DCRL) and the Faculty Research Lecture (FRL) don’t include translational medicine. The committee has convened a subcommittee to review all of the current lectureships and evaluate whether there should be a third Academic Senate Translational Research Lecture.

Committee on Rules and Jurisdiction – Jean Ann Seago
Jean Ann Seago reported that she has met with all faculty councils regarding the Student Grievance policy review process continues and will be contacting the Graduate Division in the future. The initial procedure is being reviewed to determine whether a grievance is handled according to policy and for transparency and timeliness.
Faculty Council Reports

School of Dentistry – Peter Loomer, Chair
Lawrence A. Tabak, DDS, PhD, Director of the National Institute of Dental and Craniofacial Research (NIDCR) spoke at the School of Dentistry’s Annual Research Day held to celebrate the scientific accomplishments of its faculty and students. The focus of the retreat was the school’s admissions process.

School of Nursing – Mary Engler, Chair
The School of Nursing celebrated the Centennial of Nursing to honor alumni and faculty. The Faculty Council made the decision not to implement the Doctoral of Nursing Program (DNP) at this time.

The meeting was adjourned at 10:36 A.M.

Prepared By:
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