Dear Chair Fuentes-Afflick,

As requested, the UCSF Academic Senate Membership Task Force has met three times to recommend a course of action for UCSF faculty in response to the April 2010 UC Systemwide Task Force recommendation to not expand the current list of titles in Standing Order of the Regents 105.1 which confer membership in the Academic Senate. Based on the discussions at those meetings, conversations with faculty colleagues and administrators and email communications, we submit the following recommendation, justifications, case reports, information, issues for discussion and plan of action.

**Recommendation**
UCSF will include full-time (100%)\(^1\) Adjunct and Health Sciences Clinical faculty in the UCSF Academic Senate. UCSF faculty members employed at less than full-time (100%) in the Adjunct and Health Sciences Clinical series would not be included in the UCSF Academic Senate\(^2\).

**Justifications**
We believe that this recommendation is justified by the following:

1. **Legitimacy of the Academic Senate:** The relevance and effectiveness of the Academic Senate is diminished when it is not a truly representative body.

2. **48.6% of UCSF faculty may not participate:** Nearly 50%\(^3\) of full-time UCSF faculty are not currently able to participate in shared governance by virtue of their appointment in the Adjunct or Health Sciences Clinical series. This exclusion currently prevents non-Senate faculty from voting on UC Systemwide issues that may directly affect them, such as furloughs, changes to UC retirement benefits, and other campus, school and departmental issues including reviewing colleagues for appointment, advancement or promotion.

3. **All UCSF faculty are reviewed by CAP:** All faculty in the Adjunct, Clinical X, Health Sciences Clinical, In Residence and Ladder Rank series at UCSF are reviewed for promotion by our Committee on Academic Personnel (CAP).

4. **CAP petitions for changes in series when appropriate:** Consistent with one of the recommendations in the UC Systemwide Senate Membership Task Force report, UCSF CAP consistently reviews each faculty promotion packet to determine whether a faculty member is in

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\(^1\) Full-time faculty may be paid by UCSF or an affiliate. UCSF affiliates include: The Gallo Institute, The Gladstone Institute, The Howard Hughes Medical Institute, The San Francisco General Hospital and The San Francisco Veterans’ Affairs Medical Center.

\(^2\) Adjunct and Health Sciences Clinical faculty employed at less than 100% with no end time will not be included in the UCSF Academic Senate. Adjunct and Health Sciences Clinical faculty who negotiate work at less than 100% time due to medical or family reasons with a designated end time will retain UCSF Academic Senate membership. If their employment at less than 100% becomes permanent, then they would no longer retain UCSF Academic Senate status.

\(^3\) As of October 2010, UCSF had 2,382 faculty, 385 were in the Adjunct and 772 were in the Health Sciences Clinical series.
the correct series per the Academic Personnel Manual. When CAP finds that a faculty member should be assigned to a different series, it is clearly stated in the CAP response to the Vice Provost for Academic Affairs. UCSF CAP does not support moving a Health Sciences Clinical faculty member into the Clinical X series when it would jeopardize future advancements or promotions for faculty members who would not fulfill Clinical X criteria based on their current or expected activities.

5. **UCSF Adjunct and Health Science Clinical faculty are outstanding:** The academic excellence of UCSF faculty in Adjunct and Health Sciences Clinical series is on par with colleagues on campus and across the UC system, per the APM criteria for their series.

6. **16% of UCSF faculty hold state-funded FTEs:** Systemwide restrictions on Academic Senate membership are based on the historical precedent that nearly all UC faculty appointments were made in positions funded by the State of California, or more recently by student fees. Such positions are becoming rarer across the UC system and at UCSF faculty appointments in titles funded by the State of California have long been a minority\(^4\). The continued restrictions on Academic Senate membership disadvantage a growing proportion of the faculty. This is undemocratic and is incompatible with the ideals of equal representation.

Aside from the inherent discrimination against the faculty in the Adjunct and Health Sciences Clinical titles, the exclusion of these individuals from Academic Senate membership also produces a number of practical burdens on our campus and its Senate members. These are illustrated in the following sample of case reports from this past year:

**Case Reports**

1. **Access to Privilege and Tenure hearings:** Faculty in the Adjunct and Health Sciences Clinical series are not currently eligible to bring grievances before the colleagues on the Committee on Privilege and Tenure. Instead, their grievances may be reviewed by an administrative process as described in Academic Personnel Manual 140.

2. **Supervision of Students:** non-Senate faculty members may not officially supervise their own graduate students\(^5\). They may serve on or co-chair supervisory committees by petition to the Graduate Dean, but they may not chair those committees.

3. **School of Dentistry Faculty Council:** The Department of Oral and Maxillofacial Surgery was recently forced to choose between breaking the Senate Membership bylaw and the term limit bylaw for a department representative seat on the School of Dentistry Faculty Council. There are only three faculty members in Academic Senate series in the department, while the remaining 14 faculty members are appointed in the Adjunct or Health Sciences Clinical series.

4. **School of Pharmacy:** forced to appoint a non-Senate faculty member to the Committee on Equal Opportunity or have no school representation on that committee, as other School of Pharmacy Academic Senate faculty were already appointed to other school or campus committees.

5. **Committee on Committees:** Many UCSF Academic Senate committee membership bylaws explicitly include seats for faculty in the Adjunct and/or Health Sciences Clinical series, yet these faculty are currently precluded from serving in leadership roles as committee chairs or UC Systemwide representative as their votes would not count at the UC Systemwide Academic Senate level. Consequently COC is annually unable to appoint non-Senate committee members on important committees even though these members have diligently and thoughtfully participated in the committee’s business.

**Information for Communication to UCSF Faculty**

1. **Financial support for recruitment and mortgages:** Vice Provost Sally Marshall recently negotiated with the School Deans that all UCSF faculty are eligible for Faculty Recruitment

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\(^4\) As of October 2010, 16% (385 of 2,382) of UCSF faculty held Ladder Rank titles.

\(^5\) Regulations and Procedures of the Graduate Council V. state that Committees for Higher Degrees must be composed of Academic Senate members (with exceptions granted by the Graduate Dean), and that non-Senate members may not be the sole chair of a committee. They may co-chair with an Academic Senate member. All UCSF faculty may offer courses. Senate Regulation 750 authorizes Professors, Professors in Residence, Professors of Clinical X and Adjunct Professors to give courses. A UCSF Variance to SR 750 allows HS Clinical faculty to give courses.
Program (FRAP) funds. Eligibility for the UC Systemwide Mortgage Origination Program (MOP)\(^6\) continues to be determined by Academic Senate membership as determined by Standing Order of the Regents 105.1.

2. **Supervision of students:** Non-Senate faculty may serve on graduate student supervisory committees by seeking a waiver from the Graduate Dean.

3. **Professional leave:** All UCSF faculty are now eligible for extended time away from their UCSF responsibilities: Ladder Rank faculty are eligible for paid sabbatical; campus practice has allowed Clinical X and In Residence faculty to be eligible for Professional Development Leave provided they can support their own salaries while away. Recently, professional development leave was extended to Adjunct and Health Sciences Clinical faculty provided they can support their own salaries while away. All sabbaticals or leaves are subject to negotiation with individual faculty members’ department chairs.

**Issues for Campus Discussion**

1. **Searches for new appointments or changes in series:** Clarify how UCSF will comply with the the Federal Equal Employment Opportunity/Affirmative Action Executive Order 11246, which states that appointments to permanent positions (i.e. without an end date at the time of hire) require a search.

2. **Loss of funding:** Clarify whether and how departments may support faculty who lose funding and/or specify for faculty that such funding is not available.

3. **Limit of eight years at the Assistant Professor rank:** Per the Academic Personnel Manual, faculty in the Adjunct and Health Sciences Clinical series are not currently subject to the limit of eight years at the Assistant Professor rank. The Task Force proposes that this “8-year rule” continue to apply only when specified for each series in the Academic Personnel Manual.

4. **CAP review:** Should the Committee on Academic Personnel (CAP) expand its reviews to include Adjunct and Health Sciences Clinical faculty prior to Assistant Professor Step 3?

**Plan of Action**

1. **Coordinating Committee endorsement:** Seek endorsement of our recommendation by the Coordinating Committee at the July 11, 2011 meeting.

2. **Campus discussion:** Seek continued feedback from the Schools, including Deans, Department Chairs and colleagues via School Faculty Councils in July-September 2011.

3. **Information campaign:** Create an education campaign to inform Senate and non-Senate colleagues about the Academic Senate membership issue for UCSF faculty. The education campaign will include explanations of the information reported above and will include special communications to Department Chairs to seek feedback and ensure that the proposal will not entail additional work for the departments.

4. **Campus-wide discussion forum:** Following the education campaign, host an open forum for faculty to discuss their concerns and to offer feedback for the proposal in late September or early October 2011.

5. **Survey of faculty:** If needed, survey all faculty for their endorsement of the recommendation.

6. **Implement:** By December 2011, enact the recommendation at UCSF to permit the UCSF Committee on Committees to appoint 100% time UCSF Adjunct and Health Sciences Clinical faculty to Academic Senate committees, as committee chairs, Division Officers and UC Systemwide representatives.

7. **Communicate with the Chancellor:** Transmit the campus-endorsed recommendation to the UCSF Chancellor.

8. **Inform the Academic Council:** Inform the Academic Council of UCSF’s action.

We appreciate the opportunity to carefully review this issue and look forward to recommendations to improve and strengthen the case to include all full-time UCSF faculty in the Academic Senate.

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\(^6\) UCSF receives $28 million every two years for MOP loans. Each UCSF faculty mortgage is about $1 million, yielding approximately 28 UCSF faculty MOP mortgages every two years. The MOP program is currently only available to Academic Senate members.
Sincerely,

The UCSF Academic Senate Membership Task Force
Robert Newcomer, Task Force Chair and Division Vice Chair
Jyu-Lin Chen, School of Nursing
Paul Garcia, Committee on Academic Personnel
Paul Green, Committee on Faculty Welfare
Janice Lee, School of Dentistry
Max Meng, Clinical Affairs Committee
Robert Nissenson, School of Medicine
Marilyn Stebbins, School of Pharmacy

Senate Staff:
Heather Alden, Executive Director
heather.alden@ucsf.edu; 415/476-8827