Committee on Equal Opportunity
Eliseo Perez-Stable, MD, Chair

MINUTES
Monday, December 5, 2011

PRESENT: Eliseo Perez-Stable (Chair), Gordon Fung (Vice Chair), Don Curtis, Patrick Finley, Pam Ling, Elise Riley, Anil Sapru, Janet Shim, Janice Tsoh

GUESTS: Michael Adams; Renee Navarro, Vice Chancellor, Diversity and Outreach

The Committee on Equal Opportunity was called to order by Chair Perez-Stable on December 5, 2011 at 9:10 a.m. in room Suite 335, Laurel Heights. A quorum was present.

Chair’s Report
Chair Perez-Stable amended the agenda to include a discussion on pay equity. He then deferred to J. Shim for an update on APM 210.

University Committee on Affirmative Action and Diversity -- Janet Shim
Implementation of APM 210: Advancement and Promotion.
UCAAD has been discussing the implementation of APM 210 which was amended to include a diversity component. Each campus has dealt with the amendment in varying ways. UCAAD wants to calibrate the implementation and make sure all Committees on Academic Personnel (CAP) are on board with these changes. UCSD distributed their CV format and now UCD and UCB are designing their CVs as well. Vice Chancellor Navarro added that she is on the advance steering committee and the current system addresses the APM in the Chair’s letter. She would like to codify APM 210 into the advance system. The Committee supported the idea and will work with her to garner Academic Senate support.

Office of Affirmative Action, Equal Opportunity and Diversity – Michael Adams
M. Adams gave an update on the Federal audit. The first phase was a desk audit where OAAEOD provided the government with vast amounts of data. The second phase has been an onsite audit. Ten auditors have been dispatched to UCSF to conduct further document reviews and interviews. The auditors have been primarily interested in applicant processes, tracking systems, hiring notes, and how closely the University has been following personnel policies. The focus has been on faculty and staff. Chair Perez-Stable inquired about how EQOP can help. M. Adams suggested continuing to invite deans and department chairs to discuss best practices. Vice Chancellor Navarro added that currently the Deans submit a diversity report to the Chancellor. She would like EQOP’s help in forming metrics in terms of goals, objectives, and progress. She also commented that Division Chiefs need to be included in the conversation.

Report from the Vice Chancellor of Diversity and Outreach -- Renee Navarro
Chancellor’s Committee on ClimateVice Chair Fung updated the Committee on the status of the audit conducted by the federal government. The federal government visited UCSF and reviewed salary and recruitment efforts with regards to diversity. UCSF is currently waiting for the final report. Vice Chair Fung suggested asking Rene how we can best be involved.
**Discussion of Objectives for the Year**
Chair Perez-Stable summed up the three biggest issues facing the committee for the 2011-2012 year:
1. Salary Equity
2. Campus Culture and Climate Survey
3. Implementation of APM 210

He is also tasked the committee to seek out diversity data for the campus: What does the landscape look like? What are the demographic changes? In terms of the LGBT population, is it appropriate to query for this data?

The Committee agreed to continue discussing these issues at the November 7, 2011 meeting.

**Old Business**
None.

**New Business**
None.

Chair Perez-Stable adjourned the meeting at 10:54 a.m.

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