The Coordinating Committee was called to order by Chair Newcomer on March 5, 2012 at 2:05 p.m. in room S 30. A quorum was present.

The Minutes from January 9, 2012 were approved.

Chair’s Report – Robert Newcomer
Memorial to the Regents
UCSF faculty will be asked to vote on a Memorial to the Regents asking them to advocate for increased State funds for California higher education.

Chancellor’s Executive Committee Update
Chair Newcomer requested that the education committees (Courses of Instruction, Educational Policy and Graduate Council) continue to work on issues related to bringing online education to UCSF.
**Director’s Update – Heather Alden, Executive Director**

Please attend the next Faculty Research Lecture in Translational Science to honor Allan Basbaum. He will deliver his lecture “The Neurological Basis of Pain and Its Control” in Cole Hall on April 17, 2012, 3:30-5:00 pm with simulcast available.

**UCSF Academic Senate Membership Task Force Update – Paul Garcia, Task Force Chair and Committee on Academic Personnel Chair**

The proposal to include 100% Associate/Full Adjunct and Health Sciences Clinical faculty has been endorsed by all UCSF leadership. The UC Office of General Counsel has also agreed. Chair Newcomer plans to send an announcement of this change to the UCSF faculty in a few weeks. He will notify the UC Systemwide Academic Senate prior to campus announcement.

Committee members discussed the following issues:

- The practical local implications include allowing Adjunct and Health Sciences Clinical faculty members to: vote on departmental actions, serve and become leaders of Academic Senate committees, serving as the sole chair of student committees.
- The Task Force will continue to review when and how to include Assistant-level Adjunct and Health Sciences Clinical faculty members in the Academic Senate.
- Starting in 2011, Adjunct and Health Sciences Clinical faculty (at 50% time or greater) have access to professional development leave.
- Changes to the Advance system will wait until the administrative details have been worked out.
- The change will include an additional 463 UCSF faculty members in the Academic Senate.

**UCSF Governance Task Force – Robert Newcomer**

Chair Newcomer serves as a member of the Future of UCSF Working Group and has formed the faculty Governance Task Force to respond to the Chancellor’s inquiry into creating a new governance structure for UCSF. The Future of UCSF Working Group has been divided into two working groups, one for governance and one for finance. These groups will start meeting regularly this month. For now, the governance work group is identifying examples of administrative structures elsewhere to inform their discussions. Consultants are also being identified who have helped with this kind of transition in the past.

The Academic Senate has formed a Governance Task Force to discuss what is important for the faculty with regard to governance. This process will include meeting with Academic Senate standing committees in March-April. Chair Newcomer will ask each committee whether there any important issues that would cause the Chancellor to lose faculty support? What works well? What needs to be changed? Likely the Chancellor seeks greater autonomy than what she has currently, but she likely does not envision something revolutionary.

One committee member commented that the proposal to change UCSF’s governance seems to be about increasing flexibility to solve our own problems. It is important that this change is incremental because the faculty need to decide what they want to support and what they don't want to support.

**Reports from Standing Committees, Faculty Councils and UC Systemwide Committees**

**Committee on Equal Opportunity (EQOP) - Eliseo Perez-Stable, Chair**

Proposed Revisions to Academic Personnel Manual (APM) 210 – Diversity in Advancement and Promotion for Faculty

EQOP is working to draft a letter in support of full implementation of APM 210 to include diversity efforts in the criteria for faculty advancement and promotion.

Faculty Salary Equity Report
The UC Faculty Salary Equity report from UC Systemwide did not include UCSF. UCSF initiated its own report. E. Perez-Stable inquired with Vice Provost Sally Marshall about a survey initiated at UCSF six to seven years ago. Vice Provost Marshall replied that the reports are within each School. E. Perez-Stable will ask each School about their procedures and methods so similar ideas can be implemented for the current UCSF survey. The School of Medicine was the most complicated, likely because of the clinical faculty categories.

Committee members discussed the following:

- Although these surveys may have been initiated due to gender inequity concerns, ethnicity questions are also significant.
- The School of Medicine in the midst of a deep evaluation of compensation policies, not related to equity issues, but more focused on variability across departments. The School of Medicine Faculty Council will talk with Elena Fuentes-Afllick, Vice Dean for Academic Affairs and Renee Navarro, Vice Chancellor for Diversity and Outreach, about diversity at an upcoming meeting. That conversation could also be an opportunity to talk about faculty salary equity.
- Important goals for any faculty salary survey include a review of outlying faculty salaries, salary sustainability, recruitment and retention.

**UCSF Equity Advisors**

Vice Chancellor Navarro plans to implement a program in which she will recruit approximately ten current and former members of EQOP, CAP and departmental diversity committees to serve Equity Advisors for a pilot phase starting in July. These Advisors would help with recruitment and hiring committees. Vice Chancellor Navarro will likely bring the final proposal to the Academic Senate for support.

**UC Systemwide Climate Survey**

Sue Rankin, Associate Professor of College Student Affairs and Higher Education, Pennsylvania State University, is helping UC build a climate survey. Vice Chancellor Navarro and Joe Castro, Vice Chancellor for Student Academic Affairs, are overseeing the UCSF component of the survey. The survey is expected to take 30 minutes for each respondent. Approximately two thirds of the questions will be uniform across the UC campuses and approximately one third will be UCSF-specific questions. All questions will be related to gender equity, harassment, perceptions and institutional actions. The survey is expected to be implemented at UCSF in October 2012, with data expected to be available in March 2013. Send ideas and questions to Vice Chancellor Navarro.

**Committee on Research (COR) – Judith Moskowitz, Chair**

**COR Grants for Eye and Vision Research**

In January, COR issued a special call for eye and vision related research. COR plans to award $50,000 per grant and to provide a limited number of faculty-supervised grants for student research at $28,000 each.

**COR Funds for Principal Investigator Salaries**

On behalf of COR, J. Moskowitz requested that the Coordinating Committee endorse the use of Academic Senate research funds to pay a percentage of principal investigator (PI) salaries. All other funders who participate in the Resource Allocation Program (RAP) provide PI salaries. This change would bring the Academic Senate in line with the other RAP agencies.

Committee members discussed the following points:

- Although COR did not specify a cap on PI salary, they do require that any salary request must be justified.
- To date, 6-8% of applications ask for salary, most of which have requested only a portion of the grant for salary.

**MOTION**: The Coordinating Committee moves to endorse the proposal.
ACTION: Unanimous approval

Committee on Academic Planning & Budget (APB) - Mary Gray, Chair

Faculty Salary Equity Report
APB will work with the Committee on Faculty Welfare (CFW) to draft the UCSF response to the Task Force Report on Faculty Salaries. Some of the related issues under discussion include:

- Establishing minimum levels for faculty rank and step salaries based on campus or UC Systemwide medians
- The UC Berkeley Academic Senate recently drafted a response to oppose the report. They argue that the report includes a plan for a more expensive system when the current, lower-cost system already works by implementing the UC Irvine process for the entire UC System.
- UCSF needs to address parity for UCSF faculty with regard to UCRP. Faculty at other UC campuses are not capped with regard to X or X-prime salary components
- The Academic Senate has maintained that the merit review process is important for UC. This proposal would be a mechanism for increasing the scales based on the off-scale salary practices across the UC System.

Committee on Faculty Welfare (CFW) - Bill Marshall, Chair

Backup Care Program
The Committee on Faculty Welfare encourages Academic Senate endorsement of the Backup Care program to provide backup care for dependents of UCSF faculty members. UCSF has had a lower enrollment in the Backup Care program than it needs to remain viable. The funding gap is approximately $30,000. The real cost for individual faculty members would be approximately $200 per year. In the meantime the UC system has made SitterCity available to UC Faculty. Faculty Welfare thinks that the Backup Care program (administered by Bright Horizons) is still valuable and should be supported.

Old Business

Evaluation of the Operational Excellence (OE) Implementations for Research Pre-Award and Human Resources (HR) Administration

Committee members discussed the following points related to the implementation of new structures for Research Pre-Award and Human Resources administration:

- In one department, the cost of the implementation of the Research Pre-Award administrative structure has been about 300% of the prior cost. The service is adequate but not as good as it was before. They expect that the implementation of the new Human Resources will increase their costs by 200%. Most significantly, the administration of HR issues for volunteer faculty members will now cost ~$200 per person per year. Their department has volunteer faculty members across the State.
- The OE group is doing its own satisfaction survey, but will not ask about the costs. The Pre-Award Advisory Committee asked for more detail in the survey questions.
- The Department of Medicine is doing it in two phases. SFGH and CAPS will implement OE in the first phase. Phase two will roll out in April. It's too early for people to start raising issues yet. They proposed to fund OE by retained indirect costs. One way to save money was to reduce Contracts and Grants significantly.
- The best way to influence the OE process is via the Deans. Chair Newcomer encouraged the Faculty Councils to discuss the issues with their respective Deans. R. Newcomer also requested that J. Moskowitz pursue these issues within the Research Advisory Board.

New Business
None

Adjournment
Chair Newcomer adjourned the meeting at 4:00 pm.

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