The Coordinating Committee was called to order by Chair Newcomer on June 25, 2012 at 2:07 p.m. in room MUW 302. A quorum was present.

The Minutes from May 7, 2012 were approved.

**Chair’s Report – Robert Newcomer**
Academic Council will meet on June 27. No new information expected on the UC Budget.

**UCSF Academic Senate Membership**
The recent UCRJ ruling on UCSF Academic Senate Membership that rejected all of UCSF’s points will be discussed. However, it is not clear what the Academic Council can do in relation to the UCRJ ruling. For example, can a Division or the Academic Council appeal the UCRJ response? Per the Standing Orders of the Regents (SOR) 105.1.a, the Systemwide Senate could delegate membership authority to Divisions,
however the UCRJ ruling specifies that Senate membership can only be defined within the titles listed in the Standing Orders. Could the UCSF Chancellor bring the issue to the Regents? How does President Yudof need to be involved? How can the San Francisco Division ensure that the issue does not languish? How much political activism needs to be undertaken to garner support?

Nothing will happen until Fall 2012. UCSF does have the letter sent to our faculty sent in March indicating inclusion of Adjunct and HS Clinical as of July 1 to equalize rights among faculty. The Systemwide Senate may work to help equalize rights, but will be unlikely to allow Adjunct and Health Sciences Clinical faculty to vote.

Committee members discussed the following issues:

- What about faculty votes on colleague promotions? Recent R&J discussions have reiterated that the Academic Senate has been advisory and the final decisions lie with Academic Affairs.
- What are we going to tell our faculty? We have a letter drafted to affirm the rights and privileges equalization and to delay the vote component and to reassure UCSF faculty that we will continue to fight.
- What about arguments that HS Clinical should not be included because they “don’t do research”? In that line of logic, then Adjunct should be included. The Systemwide Senate is not speaking with one voice.
- Is CCGA approval of graduate programs truly at risk? R. Newcomer will discuss further with Marcia Canning. The UC Systemwide Task Force is expected to have recommendations by December 2012. R. Newcomer expects to learn more at the June 27 Academic Council meeting.

**Annual Reports**

Committee Chairs, please actively participate with committee analysts to draft your annual report and to prepare your successor for 2012-13.

**Planning for 2012-13**

What issues are important for 2012-13? How can we improve the Leadership Retreat? Last year we tried three separate approaches: a content-based Leadership Retreat; an orientation for new committee chairs and an orientation for UC Systemwide representatives.

Shared governance means that faculty help solve problems as well as helping to identify them. The better informed faculty are about issues, including committee chairs, the better they can help find solutions. Furthermore, each Faculty Council needs to understand their school’s financial situation so they can meaningfully engage with their Deans about finances.

Committee members offered the following:

- Make sure that presentations from campus leaders are well-connected to the issues under consideration by the Academic Senate.
- The opportunity to learn more about how UC Systemwide representatives can represent UCSF was appreciated.
- For any orientation events, make sure to value the time of the experienced Senate members by starting the event with the issues relevant to all and allow experienced members to leave when the issues focus on the needs of the new chairs.
- In 2012-13, publication licensing agreements will be important.

**Director’s Update – Heather Alden, Executive Director**

None.

**UCSF Sustainability – Gail Lee, Sustainability Manager, UCSF**

G. Lee presented information on the sustainability challenges facing UCSF and how UCSF is working to remedy them. Following the presentation, committee members asked the following questions:

Q: How can our office prepare for a Living Green Office assessment?
G. Lee: You can review our website or you can have a team of students come assess your office prior to evaluation.

Q: How can we bring multiple disposal options for our conference room?
G. Lee: Contact me.

Q: UCSF is recycling at about 60% while the city of San Francisco is recycling at over 80%. What is keeping UCSF from matching the city's rate?
GL: First, UCSF generates medical and research waste that is not currently being recycled. Second, UCSF has many out of town visitors (including patients and patient families) who are not familiar with UCSF's recycling practices. Third, if a recycling bin contains a single non-recyclable item, the entire bin is diverted from recycling. Therefore, we know that education and behavior change are important components for helping UCSF improve its recycling rate.

Q: What is the impact of increasing sustainability on faculty?
G. Lee: We encourage faculty to teleconference whenever possible to reduce travel to conferences or meetings.

Q: Why is UCSF ranked so poorly when so many improvements have been made?
G. Lee: As much as we are working to improve, we are never going to reach zero emissions, zero carbon, etc. We are working with other UC campuses to address ways to offset the final percentages.

Q: What about installing wind turbines at Parnassus?
G. Lee: A few years ago a study indicated that they were not cost effective at that time. However as costs come down, wind turbines may become cost effective for UCSF.

Q: All of the sustainability changes to date have saved money. What about future efforts that will costs more than they save?
G. Lee: We still have opportunities to save costs. When we start to explore additional options, we will need to consider our institutional goals and reputation.

**Sustainability Committee – Tom Newman, Chair, Sustainability Task Force**

T. Newman presented proposed bylaws for the creation of a new Sustainability Committee (attached). The initial foci of the committee will be to encourage faculty to use teleconference technology instead of traveling to conferences and to include sustainability in UCSF’s curriculum.

With the Coordinating Committee’s support, the proposed bylaws will be transmitted to the Committee on Rules and Jurisdiction (R&J) for review. Once R&J approves, the final version of the bylaws will return to the Coordinating Committee for final approval.

**MOTION:** Support the creation of a new Committee on Sustainability

**ACTION:** Unanimous approval

**UCSF Online Education – Karen Butter, University Librarian**

UCSF has been reviewing opportunities to create online education for UCSF, including considering a relationship with Coursera, an online education company.

Coursera has been building online courses that are free and available to anyone in the world. The University of Pennsylvania has posted courses with enrollments of 20,000 or 30,000 students. The current model for Coursera is that enrollment is free, however they plan to create a fee-based model for January 2013. One option is to allow free enrollment, but to charge for certificates. Coursera will have a launch in July and they would like UCSF’s name associated with that launch.

Committee members discussed the following points:
- Online education has been an important topic of discussion at UCOPE (University Committee on Preparatory Education) meetings. The primary concern has been that many campuses have used this as a revenue opportunity that would unfairly burden junior faculty without benefiting them.
- This is a recurrent concern at UCFW (University Committee on Faculty Welfare) meetings. There are a number of intellectual property issues to be considered.
- CEP (Committee on Educational Policy) has discussed online education. It is coming and it is important for faculty to participate in its implementation. The Coursera discussion is about a short-term commitment and that the longer-term issues relate to ensuring that the policies are well-established as online education unfolds at UC.
- It is important to think about two things: First: where are the resources coming from to develop online courses? This could be a CAP issue. Second: how is the Academic Senate reviewing individual courses? We need to continue to think about the Academic Senate’s role in courses, not just programs.
- What about academic freedom in the creation of online courses? Other institutions (i.e. Harvard) have worked on the academic freedom issues, so UCSF’s efforts would not need to make a significant leap.
- The San Francisco Academic Senate committees should be actively engaged with this process. Presentations have been made to several committees and education committee leaders have been included in the quarterly online education meetings. Karen Butter and Joseph Castro will continue to meet with the education committees as well as Faculty Welfare and Academic Planning and Budget on these issues.

**Operational Excellence Updates from the Schools**

**Dentistry**
Faculty and departments are concerned about costs of the new services.

**Medicine**
Experiences have been mixed. Faculty are concerned about costs and service levels.

**Nursing**
Working on a survey of Nursing faculty about their experience with Research Pre-Award administration.

**Pharmacy**
Not much information yet - expect to learn more by summer.

**Open Access Policy Presentation – Rich Schneider, Chair, Committee on Library and Scholarly Communication**
UCSF’s Open Access policy has been attracting attention across the academic community and beyond. For example, the San Francisco Chronicle recently featured an article on the new policy. A new page on the [UC Systemwide open access website](http://example.com) makes it easy for UCSF faculty to manage their Open Access options, including waivers to the policy. Some publishers are requesting waivers. So far 13 UCSF faculty have requested them. Although this policy has been launched for UCSF, it is not expected that a UC Systemwide policy will be implemented any time soon. Individual campuses will decide whether and how to implement their own policies.

The UCSF Open Access Policy currently only applies to articles published in peer-reviewed journals, not to books or book chapters.

The next steps will include developing a plan to financially support faculty who do not have funds for open access publication fees and possibly providing access to library materials for UCSF alumni.

**Old Business**
None

**New Business**
None
Adjournment
Chair Newcomer adjourned the meeting at 3:56 pm.

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