MINUTES – for approval
November 7, 2011

PRESENT:
Robert Newcomer (Division Chair)          Judith Moskowitz (Research Chair)
Farid Chehab (Division Vice Chair)        Patrick Finley (Rules & Jurisdiction Chair)
Brad Hare (Division Secretary)            Stefan Habelitz (Dentistry Faculty Council Chair)
Thuan Le (Academic Freedom Chair)         Robert Nissenson (Medicine Faculty Council Chair)
Paul Garcia (Academic Personnel Chair)    Jyu-Lin Chen (Nursing Faculty Council Chair)
Max Meng* (Clinical Affairs Chair)        Norm Owinppenheimer (Pharmacy Faculty Council Chair)
Roland Henry* (Committee on Committees Chair)  
Tony Hunt (Courses of Instruction Chair)  Farid Chehab (Assembly Delegate)
Abbey Alkon (Educational Policy Chair)    David Gardner (Assembly Delegate)
Eliseo Perez-Stable (Equal Opportunity Chair)  Wendy Max (Assembly Delegate)
Paul Green (Faculty Welfare Vice Chair)    David Gardner (Immediate Past Chair)
Robert Raffai (Graduate Council Chair)    Bonnie Halpern-Felsher* (BOARS)
Rich Schneider (Library & Schol Com Chair) Peter Sargent (Assoc Dean, Acad Aff, Dentistry)
Linda Chafetz (Privilege & Tenure Chair)   Peter Taylor (Assistant Dean, Graduate Division)

ABSENT:
Anne Slavotinek (Division Parliamentarian) Leslie Zimmerman (UCOPE)
Mary Gray (Acad Planning & Budget Chair)    Sally Marshall (Vice Provost, Academic Affairs)
Molly Cooke (Alternate Assembly Delegate)  Sam Hawgood (Dean, Medicine)
Ida Sim (UCCC)                               David Vlahov (Dean, Nursing)
Elizabeth Watkins (UC EDIT)                  Brian Alldredge (Associate Dean, Pharmacy)
Errol Lobo (UCIE)                             

GUESTS:  
Lori Yamauchi, Assistant Vice Chancellor, Campus Planning
Diane Kay, Senior Educational Facility Planner, Campus Planning
Bruce Wintroub, Space Planning Committee, School of Medicine

The Coordinating Committee was called to order by Chair Newcomer on November 7, 2011 at 2:05 p.m. in room S 30. A quorum was present.

As no actions were taken by the Coordinating Committee at the September 26, 2011 Leadership Retreat, the meeting notes did not require approval.

Chair’s Report – Robert Newcomer
UC Systemwide Academic Council
Key issues discussed at the October 26, 2011 meeting included the following:
- UC Health Sciences campuses are coming to a consensus regarding funding streams and rebenching efforts.
• The privacy of UC communications needs to be reviewed. Chair Newcomer asked Faculty Welfare to review the proposal and provide feedback to Coordinating Committee.
• The UC Systemwide Online Instruction Program continues to evolve.
• California Governor Jerry Brown has proposed pension reform. Most of the reforms proposed are already in place for the UC Retirement System. Chair Newcomer expects a side-by-side review of the proposed changes to be distributed shortly.

**UCSF Chancellor’s Executive Committee**
At the November Regents meeting, Chancellor Susan Desmond-Hellmann will suggest that the Regents consider alternative governance and/or funding relationships for UCSF. She will ask for the creation of a UC Systemwide task force to be formed to review the ideas. To provide faculty feedback to the Chancellor on this process, Chair Newcomer will form a new UCSF Academic Senate task force. The composition of that task force is still being finalized.

Some member of the Chancellor’s Executive Committee expressed concern about the stress on UCSF students, staff and faculty caused by the Operational Excellence process.

**Operational Excellence**
The Operational Excellence (OE) Faculty Oversight Committee met recently for the first time since June 2011. The meeting focused on Operational Excellence implementations in Information Technology. The Committee on Research will take the lead on research-related IT issues. The Academic Senate also needs to monitor the IT funding model, including the IT fee structure and implementation of applications and systems.

Chair Newcomer encouraged all committees who want to discuss Operational Excellence at an upcoming meeting to schedule a presentation from one of the IT Governance subcommittees or from one of the OE work groups.

**Chancellor’s Council Update – Farid Chehab, Division Vice Chair**
Division Vice Chair Farid Chehab attended the October 26, 2011 Chancellor’s Council meeting, led by Executive Vice Chancellor and Provost Jeff Bluestone. The meeting included discussion of the following topics:
- Long Range Development Plan – no decisions are yet final and input is still welcome
- Team spirit – UCSF needs to move away from individual goals and move toward unit goals, i.e. esprit de corps
- UCSF will celebrate 150th anniversary in 2013-14 (150th anniversary of the founding of the Toland Medical College)
- Staff, students and faculty expressed concern about the toll of Operational Excellence-related stress across the campus.

School of Medicine Faculty Council Chair Robert Newcomer noted that faculty stress is a primary concern for his Faculty Council members this year.

**UCSF Academic Senate Membership Task Force Update – Paul Garcia, Task Force Chair and Committee on Academic Personnel Chair**
Per prior recommendations from the Coordinating Committee, the UCSF Academic Senate Membership Task Force is advocating the inclusion of Associate and Full Adjunct and HS Clinical faculty in the UCSF Academic Senate. The Task Force is waiting for UCSF Campus Counsel to finalize the legal arguments supporting the proposal. Once drafted, the Task Force will circulate their recommendation to the Chancellor, Vice Provost, Vice Chancellors and Deans for endorsement.

**Director’s Update – Heather Alden, Executive Director**
The next Faculty Research Lecture in Basic Science will be held on February 14, 2012, 3:30-5:00 pm, in Rock Hall at the Mission Bay Campus. Video simulcast will be available on the web and at the major UCSF campus locations. Louis Ptacek, MD and Ying-Hui Fu, PhD will present their work in the field of neurodegenerative disorders focusing on identifying genes for fragile X mental retardation and familial advanced sleep phase syndrome.

Chancellor’s Awards Nominations – Suya Colorado-Caldwell, Office of the Executive Vice Chancellor and Provost
Suya Colorado-Caldwell encouraged faculty to submit nominations for the 2012 Chancellor’s awards.

Long Range Development Plan Update – Lori Yamauchi, Assistant Vice Chancellor, Campus Planning (Attachment)
Assistant Vice Chancellor Lori Yamauchi presented an update on the UCSF Long Range Development Plan (LRDP) process. Please see the attached slides for more detail. The key points she addressed included the following:

- The current LRDP should be completed by 2014. The next LRDP will have a planning horizon of 2030.
- Once the Mission Bay Hospital project is completed, UCSF expects to focus capital expenditures on the Parnassus Heights location.
  - Following the Northridge earthquake, SB 1953 required that acute care facilities must be functional following an earthquake. Progressively stringent requirements impact UCSF’s planning process, as a number of acute care sites will not comply with SB 1953 by 2030, including Moffitt Hospital and the Mount Zion site.
- Consultation for LRDP has included ongoing dialogue with the Academic Senate Coordinating Committee, APB, Faculty Councils, as well as the UCSF Foundation Real Estate Committee, UCOP, the neighboring communities and the broader public.
- The Academic Program configuration will drive how space is used across UCSF’s sites.
- Site-specific planning efforts led by faculty to identify site-specific themes.
- A faculty office building for clinical faculty at the Mission Bay Hospital is planned to be built at the Mission Bay campus.

In addition, L. Yamauchi is working with University Librarian on Mission Bay Library Space Planning (see more information in the Mission Bay Library Space section below).

Following her overview, L. Yamauchi responded to committee member questions, as follows:

Q: What are the plans for acquiring additional property near the Mission Bay campus?
LY: “Land banking” has been discussed with the Chancellor. The UCSF Foundation Real Estate Committee supports a land banking program for UCSF, however there are not many opportunities to purchase land near Mission Bay at the moment, nor does UCSF currently have the resources to engage in purchasing discussions. UCSF is currently engaged in a negotiation about sharing use of parcel 40 adjacent to the freeway. UCSF is also in conversation with the City of San Francisco about leasing space at Pier 70.

Q: What are the current plans for UC Hall?
LY: UCSF is now in conversation with the community about retrofitting and renovating UC Hall instead of demolishing it.

Q: What is the most effective way for faculty members to participate in the process?
LY: All faculty are encouraged to contact their colleagues on the LRDP Oversight Committee and the subcommittees on Instruction, Research and Clinical Facilities planning (click on the links provided for more information). Faculty members can also submit comments via their School Deans.
Q: Were the Mission Bay Hospital and the new stem cell building in the last LRDP?
LY: No new building project that is not consistent with the LRDP will be approved by the Regents. Following a lengthy process of planning for the replacement of the Mount Zion Hospital, the LRDP was amended in 2005 to incorporate the Mission Bay Hospital project. The LRDP allowed for up to 80,000 GSF of replacement space in connection with the demolition of UC Hall and other buildings at Parnassus. The new stem cell building was approved under that provision.

School of Medicine Space Allocation Process – Bruce Wintroub, Vice Dean, School of Medicine
(Attachment 1)
School of Medicine Vice Dean Bruce Wintroub provided the Committee with an overview of the School of Medicine’s Space Planning Committee’s efforts to date.

Primary goals:
- Enable rigorous pursuit of emerging academic opportunities and reallocate underutilized space
- Institute processes that are transparent, fair and consistent in allocating and evaluating space.
- Space is not evaluated at the individual faculty level, rather at the department or ORU level.

Five accomplishments:
1. Developed the Goals, Principles and Processes for Space Allocation for the School of Medicine
2. Completed the Request for Proposals and assignment of space released by completion of the Regeneration Medicine Building
3. Identified all unoccupied recruitment space
4. Distributed inventory of available recruitment space to all departments
5. Developed economic criteria for evaluating underutilized space

The Space Allocation Committee’s efforts have cataloged approximately 40,000 ft² of recruitment space at Parnassus and approximately 40,000 ft² of recruitment space at Mission Bay.

Next steps:
1. Use economic information to develop a self-regulating space management mechanism (perhaps a rent system of some sort)
2. All schools need to play by the same rules

Following his overview, B. Wintroub responded to committee member questions.

Q: How can faculty participate in the School of Medicine space allocation process? The School of Medicine Faculty Council is an opportunity for the Space Allocation Committee to engage with faculty members.
BW: The Space Allocation Committee interacts with departments and research units rather than individual faculty members when discussing space use planning. Individual faculty members can engage with members of the committee, including B. Wintroub, although resolutions for space issues will continue to be sought via department chairs and research unit heads. When a request for proposals is available, faculty members can submit individual proposals for space. We are also happy to meet with the Faculty Council any time.

Q: How could we get the other schools to participate?
BW: Share the School of Medicine Space Allocation Principles across the schools to foster discussions. There has been some consideration of a campus-level process, but nothing firm has been proposed.

Q: A rent system would put the burden on the department to increase space use efficiency. What would be the incentive for departments to do the same in a system other than one based on rent?
BW: A rent model has the benefit of a carrot and a stick. As a carrot, money saved on rent could be used for program needs. The challenge would be returning space when a department does not have adequate funds to cover rent. This has not happened at UCSF to my knowledge.

FC: How would departments pay rent?
BW: Currently Indirect Cost Recovery (ICR) funds are held at the campus level. A rent model would require ICR to be at the department level or a "virtual" rent system may be developed.

**Mission Bay Library Space (Attachment 2) – Richard Schneider, Chair, Committee on Library and Scholarly Communication**
Committee on Library and Scholarly Communication Chair Richard Schneider provided an overview of the need for library space at the Mission Bay campus. See the attached slides for more information.

Following his presentation, R. Schneider responded to the following questions from committee members:

Q: Is the current Mission Bay Library proposal for 12,000-13,000 ft\(^2\) too small for expected needs?
RS: Yes, it is too small. University Librarian Karen Butter is taking the approach that asking for a smaller space seemed more likely to succeed in the campus space allocation process.

Q: Should the term “library” be replaced by something more current?
RS: “Teaching and Learning Space” is a better term.

Q: How soon is the Academic Senate’s endorsement needed?
RS: Student needs are immediate. They need swing space now. The Academic Senate should provide support as soon as possible for allocating teaching and learning space at Mission Bay.

Diane Kay, Senior Educational Facility Planner, Campus Planning noted that the Long Range Development Plan Instruction Planning Subcommittee has written a white paper on educational space. The Library should be included in their planning process.

Next steps: The Coordinating Committee and each committee that supported the endorsement from 2010 will review their letters and resubmit them. The Coordinating Committee will then vote by email to support the request for Mission Bay library space, ideally by December 2011.

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

**Committee on Research – Judith Moskowitz, Chair**

**UC Patent Agreement Policy**
The University of California Office of the President (UCOP) will soon ask all faculty to sign an amendment to the patent acknowledgement agreement. This amendment introduces slightly stronger language which immediately grants all patents and inventions to the University. This amendment has been drafted following a US Supreme Court case Stanford University v. Roche. The US Supreme Court found in favor of Roche due to their stronger patent agreement language. The amendment is intended to increase protection of faculty and the University. In the coming weeks, all UCSF faculty will receive communications about agreeing to the amendment via electronic signature. There will be a campaign to inform faculty about the amendment and to urge agreement.

**Research Advisory Board**
Executive Vice Chancellor and Provost Jeff Bluestone appointed J. Moskowitz to serve on the Research Advisory Board (RAB). She will report between RAP, the Committee on Research and the Coordinating Committee, as needed.

**Clinical Affairs Committee – Max Meng, Chair**
The Clinical Affairs Committee continues to be concerned about operational space planning for clinicians at the Mission Bay Hospital. In addition to patient care space, clinicians need space for non-patient contact work as well as for teaching residents and fellows.

**Discuss Proposed Changes to APM 670 and New APM 668 (Attachments 3, 4 & 5)**

Due to time constraints, the proposed changes to APM 670 and new APM 668 were not discussed. Chair Newcomer encouraged Committee and Faculty Council Chairs to discuss the two APMs at this month’s meetings and to provide responses by November 30, 2011 to H. Alden.

**Old Business**
None.

**New Business**
None.

**Adjournment**
Chair Newcomer adjourned the meeting at 4:06 pm.

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