Committee on Academic Planning and Budget
David Teitel, MD, Chair

September 27, 2012

Minutes

Present: David Teitel (Chair), Sharmila Majumdar (Vice Chair), Chad Christine, Barbara Drew, Shari Dworkin, Mehran Hossaini (for Torsten Wittmann), Sally Marshall, Fred Schaufele

Absent: Farid Chehab, Jacque Duncan, Mary Gray, Oi Saeng Hong, Helene Lipton, Phillip Moore, Sneha Oberoi, Sandra Weiss, Lori Yamauchi

Guests: None

Chair David Teitel called the meeting to order at 1:10 pm. A quorum was not present.

The minutes of the July 12, 2012 meeting were approved by those present.

Welcome and Introductions

Those present introduced themselves. Chair Teitel welcomed the committee to the 2012-13 year and reviewed the committee’s duties per the Division bylaws (http://senate.ucsf.edu/0-bylaws/bylaws.html#no112):

Duties:
1. To confer with and advise the Chancellor and Administrative officers on policy and matters regarding budgets, resource allocation, academic planning, physical planning, and general assignment of teaching space.
2. To initiate studies with regard to budget and planning on proposed activities that would significantly impact the academic and research mission of the campus as a whole or any two of the Schools.
3. To maintain liaison with other committees of the Division, Chancellor-appointed committees and Faculty Council of the Schools on matters related to budget, resource allocation, academic planning, and physical planning.
4. To make recommendations to the Chancellor and Academic Senate agencies concerning allocation of educational resources, academic priorities, and the planning and budgetary process.

Chair’s Report – David Teitel

Chair Teitel welcomed those present and shared with the group his goals for APB in 2012-13. He would like APB to become more interactive with campus administrators and programs, to help design and develop new structures and policies on campus. These programs will include Operational Excellence, campus planning, campus finances and other issues that emerge during the year.

APB meetings for the year are currently scheduled each month. D. Teitel will ask APB members to join a subcommittee (see APB Subcommittees for 2012-13 below) to work on a specific topic. Meetings of the full APB group will be cancelled in alternate months to allow time for subcommittees to meet. Subcommittees will report back to the full APB each subsequent month.

Leadership Retreat Update

D. Teitel represented APB at the September 24, 2012 Academic Senate Leadership Retreat. Each committee reported its goals for the coming year. The common themes among the committees included becoming more engaged in Operational Excellence planning and execution; actively participating in planning for online education; continuing to work with UCSF and UC Library administrators on open access publishing. In addition
to the committee reports, Chancellor Susan Desmond-Hellmann presented a brief overview of the issues she planned to work on in 2012-13 and responded to questions from the group. Senior Vice Chancellor for Finance and Administration John Plotts presented an overview of UCSF finances, including projections for future revenue and expenditures (Attachment 1).

**Review of 2011-12**
In 2011-12, APB focused on the following topics. Many of these issues will continue to be important for APB and will be the focus of subcommittee activity.

- Operational Excellence accountability and improved communications
- Campus finances
- Campus space planning
- Long Range Development Planning
- UC Rebenching process
- Faculty salaries and post-employment benefits

**UCPB Report – Mary Gray**
No report. UCPB will not meet until October 8, 2012. APB members discussed the following UC Systemwide issues as they unfolded in 2011-12:

- What was the outcome of faculty engagement with APM 670 regarding the Health Sciences Compensation Plan?
  - The language of APM 670 was enhanced
  - Health Sciences Compensation Plans are now administered by Schools, not by the campus
  - HSCP advisory board now more powerful, although the Deans have more power.
  - Faculty representation on HSCP advisory boards increased
  - The threshold for outside earned income is now $40,000, none of which may be taxed by a division, department or school.
  - The scope of allowed activities did not change.

- What was the outcome of the proposed APM 668 to create a Negotiated Salary Plan for non-Health Sciences faculty members?
  - The UC Systemwide Academic Senate rejected the creation of a Negotiated Salary Plan as drafted in proposed APM 668.
  - Academic Personnel administrators proposed a pilot Negotiated Salary Plan for 2012-13

- Proposition 30 – The UC Regents endorsed Proposition 30 at their meeting in August 2012. UC could lose as much as one billion dollars if it does not pass.

**Director’s Report – Heather Alden**
**Senate Membership Update**
The UCSF Academic Senate Membership Task Force continues to work on finding a way minimize or eliminate the separation between the faculty series at UCSF. Incremental changes have been made at the campus and UC Systemwide levels, including creating professional leave for Adjunct and Health Sciences Clinical faculty members, and allowing Adjunct and Health Sciences Clinical faculty members to serve as Chairs of UCSF Academic Senate committees. The Task Force continues to work on other unresolved issues such as access to UC Systemwide home loans (MOP loans) and supervising student committees.

**Collaboration with UC Berkeley on Operational Excellence**
H. Alden recently spoke with the UC Berkeley Academic Senate Director, Andrea Green-Rush. As UC Berkeley is also undergoing Operational Excellence administrative changes, faculty on both campuses are invited to meet to discuss concerns and issues in an effort to strengthen faculty advocacy at both UCSF and UC Berkeley.

**Faculty Research Lecture in Clinical Science – Bruce Miller, MD**
“Frontotemporal Dementia: An Understudied but Important Disorder”
Monday October 15, 3:30-5:00 pm, Byers Auditorium, Genentech Hall, Mission Bay Campus
Video available at http://lecture.ucsf.edu/ETS/Play/b9fe8b2a2e234531a0f35c59fc4b793e1d

**UC Systemwide Rebenching Report Review (Attachment 2)**

*The Report and Recommendations of the University of California Rebenching Budget Committee* has been distributed to campuses (Academic Senate Divisions) and UC Systemwide Committees for review. Comments are due to the Academic Council by December 3, 2012.

APB members discussed the Report, most notably that UCSF has been set aside from the current Rebenching model and may be subject a proposed ‘corridor’ model not reviewed by the Rebenching Committee. APB members supported the concept of a ‘corridor’ for UCSF in which the campus would receive a reduced percentage of new State allocations as well as a reduced percentage of future cuts to State funding.

**APB Subcommittees for 2012-13**

As described in the Chair’s Report, D. Teitel asked APB members to participate in subcommittees focusing on the following topics. APB members not present were assigned to subcommittees by D. Teitel and H. Alden.

**Operational Excellence**

*Subcommittee members: Jacque Duncan, Shari Dworkin, Helene Lipton, Fred Schaufele*

This group will first seek to learn more about the Operational Excellence efforts on campus and how faculty concerns and needs are being met. The subcommittee may attend Operational Excellence-related meetings held by Faculty Council Chairs, the Committee on Research, within Schools or elsewhere across campus. The group may also take advantage of an opportunity to collaborate with colleagues from UC Berkeley regarding their Operational Excellence experience. Additional goals and expectations will emerge as the group learns more in the coming months.

Led by an effort of the School of Nursing Faculty Council (Shari Dworkin, SON FC Chair), all four School Faculty Councils plan to survey their faculty about concerns related to the implementation of the new Grant Pre-Award administrative structure. The Faculty Councils are working together to determine metrics to best monitor progress. The data gathered is expected to help the Faculty Councils engage in more productive dialogues with their faculty constituents, department chairs and school deans.

One objective of the group might be to increase participation by end-users (i.e. faculty members) in the implementation and ongoing oversight of grant administration structures and processes.

Primary contacts for this process include Susanne Hildebrand-Zanki, Associate Vice Chancellor for Research; David Odato, Associate Vice Chancellor for Human Resources; Elazar Harel, Vice Chancellor for Information Technology and Chief Information Officer.

**Campus Planning**

*Subcommittee members: Chad Christine, Barbara Drew, Mary Gray*

This group will learn more about campus planning efforts at UCSF, including space planning for seismic retrofitting, space rationalization and Long Range Development Planning. Mary Gray has already participated on the Long Range Development Planning process. The UCSF Space Governance Policy and Principles (Attachment 3) will be discussed at the October 1, 2012 Coordinating Committee meeting.

This group will coordinate with Faculty Councils, the UCSF Space Committee, the Long Range Development Planning (LRDP) process and other efforts on campus related to planning UCSF’s physical infrastructure. This group will focus on faculty needs and impacts on faculty in these processes.

Primary contacts include: Lori Yamauchi, Assistant Vice Chancellor for Campus Planning (LRDP), the UCSF Space Committee (see Attachment 3 for member list) and the school faculty councils.
**Indirect Costs at UCSF**

*Subcommittee member: Fred Schaufele – possibly partner with a member of the Committee on Research?*

This group will consider what should be included in indirect costs at UCSF. First the group will learn more about what other groups on campus are working on related to indirect costs.

Primary contacts for this process include Susanne Hildebrand-Zanki, Associate Vice Chancellor for Research and the Committee on Research.

**UCSF Development Office**

*Subcommittee members: Sandra Weiss, Oi Saeng Hong, Sally Marshall*

This group will learn more about the current role of faculty in guiding development priorities and how the faculty can play a greater and/or more meaningful role in UCSF development activities. New Vice Chancellor for University Development and Alumni Relations will meet with the Coordinating Committee on October 1, 2012 to meet faculty leaders and to learn more about faculty priorities.

The primary contacts for this group will be the UCSF Development Office and Division Chair Robert Newcomer.

**Campus Finances**

*Subcommittee members: David Teitel, Sharmila Majumdar, Phillip Moore*

This group will monitor UCSF finances as they evolve in 2012-13 (see Attachment 1)

The primary contact for this group will be John Plotts, Senior Vice Chancellor for Finance & Administration.

**Information Technology**

*Subcommittee members: Sneha Oberoi, David Teitel*

This group will consider changes to UCSF’s information technology in 2012-13.

The primary contact for this group will be Elazar Harel.

A subcommittee to review how faculty account for their time for all activities including education, research, service and clinical care was discussed, but those present decided to focus APB efforts on the subcommittees described above.

**Old Business**

None.

**New Business**

Barbara Drew proposed that UCSF should have a single database of faculty service to help find efficiency for faculty service. It could tie into Advance for the promotion process.

**Adjournment**

Chair Teitel adjourned the meeting at 2:55 pm.

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