Chair Robert Newcomer called the meeting to order at 2:10 pm in room S 30. A quorum was present.

Approval of Minutes of March 4, 2013
The minutes from the March 4, 2013 meeting were approved.

Chair’s Report – Robert Newcomer
Development Subcommittee
On March 25, 2013, R. Newcomer participated in a meeting on UCSF Development with Vice Chancellor for Development and Alumni Relations John Ford and the APB Development Subcommittee, which includes Sandra Weiss, Oi Saeng Hong and Sally Marshall. This meeting was intended to be an initial conversation to discuss how the Senate can best engage with UCSF Development efforts. Important issue for the future include how the Development Office will fund itself, possibly including changing the tax rate applied to gifts. The Development office needs non-obligated gift money for discretionary spending. S. Marshall noted that UC Berkeley faculty endowed chairs have both endowment funds and state funds.

IT Subcommittee
On March 28, 2013, R. Newcomer joined a meeting with the Committee on Academic Planning & Budget (APB) Subcommittee on Information Technology (IT) to discuss the transition of UCSF IT following Chief Information Officer (CIO) Elazar Harel’s retirement. E. Harel will be recalled for a number of months to help UCSF Medical Center CIO Joe Bengfort with the transition. Participants in the meeting included Elazar Harel, Joe Bengfort, Robert Newcomer, David Teitel, Chuck McCulloch, Stan Glantz, Ida Sim and Heather Alden.
Coordinating Committee members recommended including the following participants in this process: Sri Nagarajan and/or Duan Xu (imaging informatics); Mark Seielstad (Institute for Human Genetics); Adam Gazzaley (Pharmacy molecular modeling)

Senate Membership Update
On April 5, 2013, members of the UCSF Academic Senate Membership Task Force, the Bylaw Review Task Force and the Committee on Rules & Jurisdiction met to discuss how to codify greater inclusion of UCSF Adjunct and Health Sciences Clinical faculty members. Additional information will be presented at the May 13, 2013 Division Meeting

**Academic Senate Staff Update – Heather Alden**
None.

**Faculty Workspace Update**
R. Newcomer informed the Committee that Executive Vice Chancellor and Provost (EVCP) Jeff Bluestone asked the Academic Senate to identify faculty for workgroups being formed for specific buildings. The HSIR (Health Sciences Integrated Research) towers workgroup has been pulled back, as the open workspace plan will not be imposed there. Those departments may ultimately adopt that model, but it will be their planning choice within the constraints of budget, space and number of people to be accommodated. Each group will receive information about the constraints for planning each space. Faculty recommended alternatives within those parameters will be considered. Once faculty members hear information about the parameters, then they can provide feedback on the parameters and assumptions for the planning process. The campus is faced with significant efforts in the coming years.

Recently Pediatrics faculty members have posted a number of comments on the Academic Senate website. Dean Sam Hawgood has agreed to meet with members of Pediatrics to discuss their concerns. This may have resulted after faculty members visit the mock-up site. H. Alden noted that the Academic Senate has sponsored two tours of the mock-up site for April 16 and April 18.

Coordinating Committee members discussed the following:

- **What might the faculty response be to this? Difficulty recruiting; faculty may refuse to move to new/renovated space and/or work from home. What has been the administration’s response to these concerns?**
  
  RN: Campus leaders have not officially responded to those concerns. Administration thinks some of those things will happen but differ on their perspective on the impact.

- **Dentistry faculty letter concerned about statement in recruitment letter sent to Lori Yamauchi. Then Lori responded that the HSIR towers would not be required to use the open workspace plan.**
  
  RN: Sam is not blinking. He is using these meetings to bring everyone up to speed on why this needs to happen. SH has said that if this turns out to be a problem, they will fix it. The Senate proposed not filling Mission Hall so they would have room to maneuver if the plan doesn’t work.

- **Campus leaders might say that the decision was correct, but that the process was wrong. If information is the only problem here, why haven’t there been more town hall meetings, communications, etc? Therefore, would the Senate want to advocate for more town hall meetings, communications, etc? Would a town hall just be a venting session? Town hall meetings are notoriously under attended. Instead, the efforts should focus on addressing the needs of those who will be impacted and meeting their needs so they will stay at UCSF.**

- **So much of this planning without evaluative data - no assessment of how faculty members use their space or any time permitted for evaluations. Now faculty members are asked to come up with a business plan. CTSI offered to set up some offices in the new model to see how it would work - this offer was turned down.**

- **Placement of staff is an issue. One division has ~12 staff members who currently sit with faculty members. Many of these staff members need to be on the phone much of the day.**
  
  RN: The adjacency workshops are the opportunity to bring up this kind of concern.

- **This is a disaster. We should call it that. I don’t think the administration will change their plans.**

- **There have been two groups of architects - one who drafted the plan and another who are implementing the plan.**
• The space is not built out, but the options are to have a white elephant building or gut it and rebuild it. Laurel Heights was built out as labs and then had to be retrofitted for offices.

R. Newcomer noted that the Academic Senate Office received a list of departments slated to be moved at Parnassus and SFGH in the coming years. We want Senate representatives to regularly engage with the Senate work group on faculty workspace. The administration is concerned about the legal liability related to promises of office space in contracts, offer letter, etc. They are drafting language for future offer letters.

R. Newcomer led a discussion about possible next steps for the Academic Senate on this issue: One criticism to date has been that the Senate is only representing the disgruntled. There may be a number of people who are at least indifferent. To learn more about faculty perspectives, we could conduct a survey. We could also circulate a petition. We could stratify the responses by those who will be impacted.
• Would people respond if it is a done deal?
• Recommend staying away from a petition - it is a line in the sand. A survey learns more about the opinions of the faculty without making demands.
• Like the idea about quantifying discontent by the survey. There is also a lot of survey fatigue, so thought would need to go into how the survey is prepared and distributed.
• Wouldn’t make sense to do a petition without having done a survey.
• We would need to try to get every faculty member to participate. I don’t think a petition is necessarily about drawing a line in the sand - it depends how it is worded. I think a survey would be weak.
• What about conducting a survey first and then circulating a petition if needed?
• What would be the goals of the survey? RN: to express faculty sentiment and to present the responses between impacted and not impacted faculty members.
• What about asking the faculty councils to survey two groups - Pediatrics (impacted) and General Medicine (not impacted)?
• Is there any evidence that survey results will change the administration’s minds? I don’t think a survey will convince them.
• The survey could also serve as an educational tool to inform the faculty members. This could make a greater impact than the website.
• We also have an opportunity to do a longitudinal survey; at a minimum we could ask people how they use their offices.

R. Newcomer asked members to vote whether they supported no action, conducting a survey or circulating a petition. Those present voted as follows:

No action - 1
Survey - 13
Petition - 1

Reports from Standing Committees, Faculty Councils and UC Systemwide Committees
Faculty Welfare - Paul Green
The Committee on Faculty Welfare (CFW) continues to review UC lab safety guidelines. Updates on that topic include:
• At a recent UC Systemwide meeting on that topic, Associate Vice Chancellor for Ethics & Compliance Elizabeth Boyd represented UCSF. She will coordinate all campus feedback on lab safety.
• CFW will work on guidelines for people who work adjacent to labs
• Development of an operating procedure - comments to Ken Smith at UCOP
• Lab safety course review open for comment - http://info.ucanr.org/safety/lab_lms/lab.html

Sustainability Task Force - Tom Newman
T. Newman presented the Sustainability Task Force resolution on clean meat for UCSF.
Coordinating Committee members discussed the following:

- Which antibiotics are most commonly used in agriculture?
  TN: tetracycline class, plus a whole group not used in humans, including antibiotics that contain arsenic. R. Greenblatt noted that almost all classes are used - it has been very broad. Some industries are trying to use drugs not approved for humans.

- What about implementation? Are these recommendations for campus vendors?
  TN: won’t impact existing leases, but could impact future leases.

- How easy is it to find clean meat?
  TN: UCSF food services needs to pressure suppliers to provide clean meat.

- If we endorse this, we need to monitor the implementation.
  TN: the Sustainability Committee will monitor this.

- What is the plan to take this Systemwide?
  TN: Will check in with Matthew St. Clair, possibly take it to the quarterly medical center sustainability conference call.

**Motion:** Support the resolution
**Action:** unanimous support

**Old Business**

None

**New Business**

None

**Adjournment**

Chair Newcomer adjourned the meeting at 3:55 pm.

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