Coordinating Committee
Farid Chehab, PhD, Chair

Monday, December 1, 2014
2:00 – 4:00 pm
Room S 30 or by phone
1-866-394-9509; 8752185 #


ABSENT: Brian Alldredge, Russ Cucina, Jacque Duncan, Elyse Foster, Paul Green, Robert Newcomer, Robert Nissenson, Maria Orellana, George Rutherford, Henry Sanchez,

GUESTS: Deborah Yano-Fong, Privacy Officer, Michelle Nash, Chief Compliance Officer, Lisa Denney, Interim Director, Human Research Protection Program, and Bruce Flynn, Risk Insurance

Chair Chehab called the meeting to order at 2:05 pm in room S 30. A quorum was present.

CONSENT CALENDAR*
Approval of Minutes of November 3, 2014 (Attachment 1) with editorial changes.

Chair’s Report – Farid Chehab
Chair Chehab provided an update on the recent Academic Council and other ongoing matters.

UC Systemwide update
• Certificate Degrees – UC President is still interested in developing more certificate programs.

• Global Food Initiative – This UC President Initiative was launched at each campus. The UCSF Committee on Sustainability reviewed both applications submitted to Student Academic Affairs. Both applications were deemed fundable.

• Senior Advisor to UC President Napolitano on Entrepreneurship & Innovation – Regis (Reg) Kelly has been appointed as Senior Advisor. He will examine where to invest money and where to develop partnerships. He’s at UCOP seventy-five percent, and at twenty-five percent at UCSF. This position is separate from the VP, Research position formerly held by Steve Beckwith. This remains open. The Academic Council authored a position letter advocating for this position to remain in Academic affairs under Provost Dorr.

• UC Path – Rollout on this has been postponed until 2015.

• UC President Napolitano’s Financial Plan - UC President Napolitano presented her Financial Plan to increase tuition. Graduate Dean Watkins advised that all tuition—including that of graduate students—would be increased. Of those increases, 63 cents goes to financial aid. If a campus
intends to increase number of non-resident students so as to increase revenue—rather than increasing student tuition—several campuses are already capped at the maximum number of non-resident students. Only the Non-resident Student Tuition is remaining the same. Governor Brown asked UC President Napolitano to a private meeting to discuss how to impact funding the UC System, other than raising student tuition.

UCSF update

• **Clinical & Translational Science Strategic Plan** – There is a new strategic plan to increase and develop clinical and translational research at UCSF. APB Chair Sharmila Majumdar sits on one of these subcommittees – although not as a Senate representative.

• **Executive Vice Chancellor & Provost (EVCP) Search** – EVCP Bluestone has stepped down to return to research, and a search has been created to find the new EVCP. This search committee is still being put together. The EVCP Office has asked the Senate to recommend three potential candidates. These nominations will be run through the COC vetting process.

• **Hiring Practice Audit** – UCSF is on task to address diversity discrepancies discovered in an audit of HR practices. These guidelines are being instituted at a department and School level.

• **SOM Dean’s Search** – This is ongoing. SOM Faculty Council Chair Marcelle Cedars is on the search committee. First meeting is January 2015. Search is anticipated to be completed by July 2015.

• **UCSF 2.0 Workshops** – EVCP Office has asked the Senate to recommend three faculty to participate in workshops focused on development of strategic objectives from UCSF 2.0 Game suggestions. These recommendations will be run through the COC vetting process.

**Academic Senate Overview and Information Items**

Interim Director Cleaver advised members that the February 2 Coordinating Committee has been replaced by the Division Meeting. Information is forthcoming on location and agenda.

**Mission Hall Privacy Document & Guidelines**

In attendance were Deborah, Yano-Fong, Privacy Officer, Michelle Nash, Chief Compliance Officer, Bruce Flynn, Director, Risk Management & Insurance, and Lisa Denney, Interim Director, HRPP (UCSF)

Deborah Yano-Fong (DYF) led a general discussion on the Privacy’s group involvement and counsel given on the Mission Hall Building. It is clear the provided document is still in draft format - and will change over time as the building reaches full occupancy. The Privacy group intends to have some members of its team move to Mission Hall to provide immediate counsel as is needed.

Coordinating Committee (CC) members raised the following concerns:

1. For research units with clinicians, if they have a day with no clinic - then all phone calls (including patient calls) are made from Mission Hall cubicles or focus rooms.
2. And with the new UC Care insurance plan, some of those calls may be with UCSF employees. This could violate patient-doctor confidentiality.
3. Further, as many faculty are managing groups within Mission Hall, what about privacy of those employees who are having personnel issues. All huddle and focus rooms are clear glass -- so it can be seen who is being spoken with.
4. If the campus is responsible for F&A matters, does Mission Hall present a violation of the Facilities aspect of this silo—if this building proves unworkable?
   a. And what is the campus definition of “unworkable” v. the faculty definition of it?
5. Finally, this is a potential recruitment issue. Can the campus and groups within Mission Hall sell it to incoming faculty as a place to conduct research and patient care?
DYF went over the topic of incidental disclosures and if a colleague overhears a patient conversation. In the case of Mission Hall, such disclosures are covered, and do not represent a violation of HIPAA. Likewise if a computer doesn't time out quick enough and a colleague views the screen. This is covered by incidental disclosure.

Bruce Flynn (BF) spoke to violations of HIPAA being those that are egregious, flagrant and negligent knowing departures from pronounced guidelines. If a violation falls under this description, it has the potential to separate a faculty member from the professional liability coverage.

CC members responded that that doesn't mean a faculty member will feel comfortable discussing patient information from a Mission Hall cubicle or focus/huddle room. If clinicians are calling to retrieve information on patients they must usually provide two forms of identification: name and DOB are the standard pieces. This is more information--especially in the case of patients who are UCSF employees—than faculty feel comfortable disclosing in an open space setting.

Members also discussed that if the intention of Mission Hall was to have faculty conduct business differently -- that has been achieved. However, they were specifically advised by administration that the intention was not to have faculty work from home. That seems to have been the outcome.

There is a post-occupancy survey being conducted by summer 2015. More information on this is forthcoming. Former APB Space Subcommittee Chair David Teitel has been leading this charge.

ACTION ITEMS

- The Senate Office through Academic Planning & Budget Committee will compile a list of succinct issues and concerns of those in the building in advance of the post-occupancy survey being disseminated.
- The Senate Office will request advance viewing of the post-occupancy survey—if the one being used is that created by UCSF faculty member Nancy Adler—to see if specific types of questions speaking to faculty issues/concerns are included.

Chancellor’s Fund $500k Discussion

Chair Chehab continued discussion of this fund and focus of its disbursement. Pathways to delivery are still being explored. We will announce the final decision at the Division Meeting in February 2015. The lottery system that was proposed in November was deemed by Senate Chair Chehab as being a good back-up plan. However he would prefer something more academic as a first step.

Depending on what is submitted on the nomination form, a proposal can go to one committee or another for review. He presented on the top ten ideas presented by the Senate Standing Committees:

Coordinating Committee members support the intention of the funds being spread around as much as is feasible, between all series and ranks of faculty and between Senate and non-Senate faculty.

Idea proposed by various committees include:

1. Expansion of bridge funding for all schools
2. Create new targeted RAP grant for faculty between K and RO1 grants
3. Covering the funding gap caused by NIH salary cap on grants (and salary escalation)
4. Expansion of campus life services – elder and childcare if attending a conference
5. Faculty enrichment & professional development (executive coaching or PR consultation, workshops for research/career development)
6. Tuition waivers for faculty with kids attending college

7. Improved transportation

8. Library services: increased online access to books, faculty corrall upgrade, software workshops, adding to Open Access fund

9. Expansion of travel funds (currently Senate has $20K annually to spend on travel awards)

10. Resurrection of the EQOP Diversity Faculty Development Awards

Committee Updates – Academic Personnel
Committee on Academic Personnel (CAP) member Robert Rushakoff discussed how CAP has modified its file review practices to incorporate changes created by the adoption of the new Standing Rule. Academic Affairs has modified the electronic file system, Advance, to include votes by non-Senate faculty. CAP has only just begun seeing files that include non-Senate votes.

Coordinating Committee members discussed ways to increase dissemination of the new Standing Rule beyond what has already been done – as many faculty were unaware this was changed. Committee members also raised the question whether Senate and non-Senate faculty votes should be combined into a single section.

Old Business
None.

New Business
The SOM Dean’s Search is ongoing. SOM Faculty Council Chair Marcelle Cedars is on the search committee. First meeting is January 2015. Search is anticipated to be completed by July 2015.

Adjournment
Chair Chehab adjourned the meeting at 3:56pm.

*Agenda items deemed noncontroversial by the Chair, may be placed on a Consent Calendar agenda item. Approval of all business on the Consent Calendar requires a single unanimous vote. At the request of a committee member, any Consent Calendar item may be extracted for consideration under “New Business” later in the agenda.*

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