The School of Dentistry Faculty Council was called to order by Chair Maria Orellana on Thursday, January 22, 2015 at 8:02 a.m. in room S-616. A quorum was present.

Approval of Minutes from the December 2014 Meeting
Council Members approved the minutes.

Chair’s Report
Chair Orellana informed the group that there was nothing to report at this time.

Dean’s Report
Dean John Featherstone provided the following report:
- **Leadership Retreat**: The Dean informed the Council that the SOD Leadership Group recently held a retreat to review the proposed strategic plan and determine priorities. The retreat membership consisted of the department chairs, associate deans and student leaders. The retreat started with a review of the workgroup reports and the top-ten requests of the clinical faculty that came out of his five lunch time town hall meetings. Four groups were then tasked to review ideas and determine how the school should prioritize and allocate funding. While the groups were able to set priorities, all concluded that the availability of financial resources did not meet the school’s most pressing needs. The Dean will take the outcomes of the retreat and incorporate them into the strategic plan.

Chancellors Fund Ideas
Senate Analyst Artemio Cardenas informed the Council that the Academic Senate leadership has developed a proposed plan to disburse the $500,000 fund that Chancellor Hawgood allocated to better faculty life. Council members were asked to propose potential ideas for the use of the funds. Members provided the following ideas:
- Funding for Inter-professional Collaboration Efforts
- Faculty Lounge or Cafeteria
  - Faculty could use a space where they can meet and relax. Historically the Alumni House served this purpose, but now faculty must pay to use it.
• **Four Faculty Social Events**
  - Member Caroline Shiboski informed the Council that a recent faculty survey showed SOD faculty would be interested in more social events.

• **Consultants to Provide Details on how SOD can Integrate Better with the Medical Center**
  - Member Mehran Hossaini stated that there might be additional opportunities for the School of Dentistry to collaborate with the Medical Center. Council members gave examples of previous efforts.

• **Housing Assistance for Faculty**
  - Members agreed that affordable housing is a big problem for faculty. The Council would like to explore ways that the Chancellors Fund could be used to remedy this issue.

• **Childcare Services and Facilities**
  - There is a significant demand for childcare services at UCSF. Not only is this an issue for existing faculty, but also an issue for potential faculty being recruited by UCSF.

• **Matching Funds**
  - Member Sneha Oberoi suggested that faculty should identify matching funds when making their proposals to the Senate. This would help amplify the effect of the Chancellors award.

• **Supplement Travel Funds**
  - While the Academic Senate Office and the Dean’s Office already fund opportunities for faculty travel, part of the Chancellors Fund could also go to supplementing this important faculty expense.

The suggested ideas will now be sent on to the Senate for review. The proposed plan will go up for an approval vote at the next Coordinating Committee scheduled on February 2.

**Student Report**

Student Representative Amin Abdallah provided the following report:

- **Construction Update:** The new construction of the clinic is moving well. It has not hindered the function of the clinic.

**Volunteer Clinical Faculty Appointments**

Academic HR staff members, Aurora Breganza, Amy Carter, Susan Sall, provided a report (Attachment 1) on the process that the university follows in order to appoint volunteer clinical faculty. The report was done at the request of the Council after faculty members noted concerns with the speed of the appointment process. Director Carter began the presentation by reviewing the typical process for the appointment of volunteer clinical faculty. She then reviewed the common issues that can hold up appointments. These included:

- Short turn-around request for faculty start date
- Incomplete information submitted in the HR Service Request Center to initiate the appointment process
- Lack of response from volunteer faculty for packet materials or payroll paperwork
- Delay in completion of appointment packet in Advance. Missing items such as pending reference letters, completion/certification of Chair letter
- Internal Department processes that may add to the timeline, such as faculty consultation/voting appointments, and department review processes that occur prior to HR being notified

After the review of issues, the Council noted concerns with the need for departmental voting in Orofacial Sciences, and whether all volunteer faculty could be brought on at the assistant professor level to expedite the appointment process. In regards to departmental voting, the Council informed the HR staff that this may not be necessary and the requirement could be removed from the process. Member Caroline Shiboski agreed, but noted that she would need to consult the Division Chairs to gather their thoughts. When discussing changes to the rank at appointment of the volunteer faculty, the Council requested that the HR department consider allowing all volunteer faculty to enter at the assistant professor rank, since
this is the fastest way to get the new faculty onboard, and then start the process of promoting them, if requested. The HR staff noted that they would consider the idea. The Dean noted from his experience, some volunteer faculty may not go for the idea as, in the past, he has experienced difficulties negotiating rank of volunteer faculty. More investigation into this idea will be needed.

After the presentation, Members thanked the HR staff for providing the overview and having the discussion. They requested that the slide deck be sent out to the Faculty Council and other faculty involved with volunteer faculty.

**Department Representative Reports**
- Cell and Tissue Biology: None
- Oral and Maxillofacial Surgery: None
- Preventative and Restorative Dental Sciences: None
- Orofacial Science: None

**Old Business**
None

**New Business**
None

Chair Orellana adjourned the meeting at 9:33 am.

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