



Committee on Equal Opportunity

Annual Report 2001-2002

Betty-ann Hoener, Ph.D.
Chair

During the 2001-02 academic year, the Committee on Equal Opportunity met as a Committee on six occasions.

Issues reviewed and acted on by the Committee included:

- Diversity of faculty search pools and development of interview procedures to identify search committee best practices.
- Continued revisions to the "Faculty Handbook for Success – Advancement and Promotion at UCSF."
- Faculty Development Awards.
- Review of Results from the Chancellor's Survey on Faculty Life at UCSF.

Systemwide Issues

Betty-ann Hoener, Chair of the UCSF Committee on Equal Opportunity (EQOP) served as the University Committee on Affirmative Action and Diversity (UCAAD) representative and reported to EQOP on matters considered by UCAAD during 2002-03.

Role of Divisional Affirmative Action/Diversity Committees (UCAAD): UCAAD discussed various ways of strengthening the role of divisional Senate AAD committees (e.g., UCSF's EQOP), including increasing *ex officio* service on other committees, improving support from the administration and requesting support from the system wide Senate for structural changes. UCAAD also discussed the need to strengthen the relationship between UCAAD and divisional Senate AAD committees.

Seat on Systemwide Coordinating Council: Another issue UCAAD addressed was obtaining a seat on the system wide Coordinating Council.

Diversity in the UC System: UCAAD wrote an article for the system wide Senate newsletter *Notice* on the importance of diversity in the system. The article noted statistics indicating that the diversity of faculty and students at UC is not representative of the diversity of the State of California. <http://www.ucop.edu/senate/notice/july02notc.pdf>



UCSF Equal Opportunity Issues

The Committee worked on several issues at the Division level.

Diversity of Faculty Search Pools and Search Committee Interview Procedures

The Committee continued its discussion from academic year 2000-01 about the need to increase faculty diversity by making fundamental changes in the process by which faculty positions are filled. Vice Chancellor Bainton informed Committee members that it was improbable any funding would be available to support the staff ambassador position as proposed by EQOP last year. The Committee discussed alternatives and decided to audit a group of existing searches. They created a draft interview guide for interviewing search committees, with a goal of identifying best practices and sources of information that could augment the diversity of applicant pools. The draft interview guide has been sent, along with other form documents, to VC Bainton for further consideration, with a request for her assistance in implementation of the interview plan. It is anticipated that these interviews will begin next academic year, 2002-03. ([Attachments 1-3.](#)) In addition, the Committee requested the assistance of the Senate Committee on Academic Planning and Budget in advancing and supporting funding for the ambassador proposal during the next budget review for Fiscal Year '03-'04. ([Attachment 4.](#))

Revisions to Faculty Handbook for Success – Advancement and Promotion at UCSF

This year Committee members worked on editing several sections of the handbook. The Committee also recommended adding several new sections, including, for example, new sections on diversity, campus resources and intellectual property. ([Attachments 5-7.](#)) Committee members received, reviewed and had the opportunity to provide feedback on new and rewritten sections of the handbook. The Committee also decided to have the Faculty Handbook available in several mediums to increase accessibility to UCSF faculty, facilitate future revisions and decrease copy costs. The Handbook will be printed, available in a downloadable version on the Academic Senate Website (<http://www.ucsf.edu/senate>) and available on a CD-ROM. Diane Wara, EQOP Chair designate for 2002-03, will continue to spearhead this effort and anticipates finishing this project in early 2002-03.

Faculty Development and Pre-Associate Professor Awards.

Each year the Committee participates in the review and selection of recipients of Faculty Development Awards. These awards are administered by the Vice Chancellor for Academic Affairs on behalf of the Chancellor and given to junior faculty who have encountered unusual obstacles in developing their research as necessary for advancement. In previous years, there were two separate awards: one for Assistant rank faculty, Steps 1,



2 and 3 and one for Assistant rank faculty nearing promotion to Associate. This year the Office of Vice Chancellor Academic Affairs suggested, and the Committee agreed, that the two should be combined into one award with the same criteria for every applicant. The funding levels for the Awards were not affected by this change. Originally, these awards were aimed at women and underrepresented minority faculty on the tenure-track, but now the awards are targeted toward faculty in any series who have faced obstacles in advancement, although junior faculty still receive primary consideration

Proposals submitted to the Vice Chancellor for Academic Affairs are transmitted to the Committee for review, evaluation and recommendations of all proposals submitted. .

For 2002-03, the Committee reviewed a total of thirteen proposals for the Faculty Development Awards. Upon concurrence with the Committee's recommendations, the Vice Chancellor awarded the grants to the following faculty:

Faculty Development Award:

1. Dr. Helge Eilers	Anesthesia	\$25,000.00
2. Dr. Joan C. Lo	Medicine	\$25,000.00
3. Dr. Sara Swenson	Medicine	\$25,000.00
4. Dr. Cam-Tu Tran	Pediatrics	\$25,000.00
5. Dr. Sharon L. Youmans	Clinical Pharmacy	\$25,000.00

Chancellor's Survey on Faculty Life at UCSF

The Committee discussed the results from the survey on faculty life at UCSF, including the appointment of a Chancellor's Task Force on Faculty Life at UCSF. The Committee hopes to remain apprised of the work of the Chancellor's Task Force and help the Task Force set priorities. M. Croughan is a member of both the Task Force and the Committee and has agreed to serve as a liaison.

The Chancellor requested that the Committee forward any recommendations relevant to the survey results. In considering the results, the Committee decided to focus on one aspect of the survey, roughly identified as the "*demands of the job.*" The Committee is particularly concerned with the findings from the survey regarding the quality of scholarly life and consequently plans to work next year to identify strategies for improvement. The Committee noted that one clear improvement would be incorporating mentoring into the culture at UCSF. The Committee believes that it is critical to have mentors who are trained, well- respected members of the faculty community, and who can, and will, advocate for other faculty.



The Committee plans to send a communication to the Chancellor with its preliminary comments on the survey results and looks forward to continuing its work and working with the Chancellor's Task Force on this issue. ([Attachment 8.](#))

Issues for the 2001-02 Academic Year

Matters continuing and new topics for next year include:

- Finalize revisions to the Faculty Handbook for Success – Advancement and Promotion at UCSF, post on Academic Senate Website, print copies, and make CD-ROM disks available for distribution.
- Implement search committee interviews and analyze post-search reports.
- Follow up with the Committee on Academic Planning and Budget in advancing and supporting funding for the ambassador proposal during the next budget review for Fiscal Year '03-'04.
- Follow up with Chancellor's Task Force on Faculty Life to coordinate efforts aimed at addressing issues raised by the Faculty Life Survey.

Respectfully submitted,

Committee on Equal Opportunity

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Diane Wara, Vice Chair

Mary Croughan

Erika Froelicher, *ex officio* from Committee on Privilege and Tenure

Hobart Harris

Steve Kahl, *ex officio* from Committee on Academic Freedom

Francis Lu

Ruth Malone

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