



Committee on Equal Opportunity

Annual Report 2003-2004

Ruth Malone, RN, PhD
Chair

During the 2003-04 academic year, the Committee on Equal Opportunity (EQOP) met on eleven occasions.

Issues reviewed and acted on by the Committee include:

- Development of the Faculty Search Committee Ambassador Job Description and recruitment of candidate to launch the UCSF Faculty Search Ambassador Program. This Program seeks to provide resources to search committees to expand the pool of diverse candidates considered for UCSF faculty openings.
- Finalized revisions of the 2004 edition *Faculty Handbook for Success*, including several new sections.
- Review of applications, and recommendations for, 2004-05 Faculty Development Awards, administered by the Executive Vice Chancellor. Continued oversight of Faculty Development Award grantees from previous years through progress reports.
- Discussion and review of proposed revisions to Academic Personnel Manual, Sections 210, 240, and 245.
- Discussion and review of Chancellor's Advisory Committee on Diversity's pilot questionnaires directed to search committee chairs, department chairs, and deans.
- Communication to the Committee on Academic Planning and Budget (APB) in support of the Work~Life Resource Center ([Appendix 1](#)).
- Communication to A.Eugene Washington, incoming Executive Vice Chancellor, offering support and collaboration on diversity issues ([Appendix 2](#)).
- Discussion of the UCSF Office of Affirmative Action/Equal Opportunity/Diversity report on the Faculty Survey of Affirmative Action Practices.
- Discussion of a proposal to create a "Diversity" weblink on the main UCSF webpage.

- Discussion of the report, “*Strategies for Improving the Diversity of the Health Professions*,” published by the California Endowment in collaboration with the UCSF Center for the Health Professions. EQOP forwarded this report to several campus leaders.

Systemwide Issues

Diane Wara, MD, served as the University Committee on Affirmative Action and Diversity (UCAAD) representative and reported to EQOP on matters considered by UCAAD during 2002-03.

- UCAAD initiated a study on faculty diversity across the University.
- Revisions to the Academic Personnel Manual, including Sections 210, 240, and 245, which raise diversity as a criterion for faculty advancement and promotion. EQOP made minor suggestions, which were forwarded to UCAAD.
- Review of the *Proposed Revised Policy on Sexual Harassment and Procedures for Responding to Reports of Sexual Harassment* that was issued April 23, 1992.
http://atyourservice.ucop.edu/employees/policies/policies/proposed_policies/sexual_harassment.pdf
- Review of a proposal to adopt a new *Policy on Conflicts of Interest Created by Consensual Relationships*. Faculty also are covered by additional requirements in the Faculty Code of Conduct, Academic Personnel Policy 015 (APM - 015).
http://atyourservice.ucop.edu/employees/policies/policies/proposed_policies/consensual_relationships.pdf.

Campuswide Issues

UCSF Faculty Search Ambassador Program

EQOP successfully launched the new Faculty Search Ambassador Program with the recruitment of Dr. Harvey Brody, Clinical Professor Emeritus, School of Dentistry, as the Faculty Search Ambassador. The Committee has been actively involved in discussions with Dr. Brody regarding implementation of the program and has worked to open informal and formal networks both on campus and within the larger health professionals’ community. Dr. Brody joins EQOP as a permanent special guest at committee meetings, and regularly provides progress reports. Brody is working with the Executive Vice Chancellor and Office of Affirmative Action, Equal Opportunity and Diversity to find ways to effectively market the Program to faculty search committees.

UCSF Faculty Handbook for Success – 2004 Revision

EQOP has completed its revision to the Faculty Handbook. The 2004 revision incorporates extensive changes to the handbook’s format and includes many new sections as requested by the Office of the Chancellor and other University units. Changes include –

- Expanded section on faculty appointments with detailed information on series, rank, step, and the importance of careful negotiation during the appointment process

- Expanded section on the review process for merit increases, promotion, and changes in series
- Section on taking leaves and stopping the tenure clock
- Section on childcare services provided at UCSF
- Section on principles of citizenship at UCSF, including the Faculty Code of Conduct, Guidelines on Conflict of Interest, sexual harassment prevention, problem mediation, domestic partnership, HIPAA, and UC policy on sexual relations with students
- Section on the University's Health Sciences Compensation Plan
- Expanded section on developing an excellent research program
- Section on international students and scholars
- Section on emeritus and recall faculty
- Section with online campus resources organized into five broad areas: University governance; benefits and employee resources; diversity, equal opportunity, and affirmative action resources; resources supporting a faculty member's individual academic career; and resources for parents and families

The handbook is being formatted for the first time as both a print and an online version. The print version will be produced in limited quantities, primarily serving as a recruitment and information tool for prospective and new faculty. The online version will allow for up to date edits and changes without the cost of re-printing and will be available to faculty to download as needed.

Development of a "Diversity" Web-Link Proposal

At its January 15, 2004 meeting, the EQOP unanimously agreed to assess the potential for developing an online website that could provide information about campus and University resources related to diversity. Initial planning led to a meeting on March 6, 2004 of EQOP members and other campus diversity leadership; invitees were not representative of all campus units, but rather an informal group that could provide initial feedback. Attendees at this meeting supported the website proposal; in addition, they decided to move forward as an ad hoc group including faculty, staff, and others to consider strategies for collaboration on diversity initiatives..

Faculty Development Awards

Each year, the Committee participates in the review and selection of recipients of Faculty Development Awards, administered by the Executive Vice Chancellor to support junior faculty who have encountered unusual obstacles in developing their research. Originally, these awards targeted women and underrepresented minority faculty on the tenure-track, but now the awards are open to faculty in any series who have faced unusual obstacles in advancement (junior faculty still receive primary consideration).

The Committee considered twenty-four applicants for the 2004-05 Faculty Development Awards. After careful discussion, committee members agreed to recommend to Vice Chancellor Bainton that the following faculty receive awards (listed in alphabetical order):

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|---------------------------|---|
| 1. Bradley Aouizerat | Physiological Nursing (N) |
| 2. Catherine Lomen-Hoerth | Neurology, ALS Center (M) |
| 3. Anna Nápoles-Springer | Medicine, General Internal Medicine (M) |
| 4. Barbara Panning | Biochemistry and Biophysics (M) |
| 5. Lauri A. Pasch | Psychiatry (M) |

Feedback to the Chancellor’s Advisory Committee on Diversity on Questionnaire to Search Committees

Francis Lu, MD, Vice Chair of the EQOP and Chair of the Faculty Subcommittee of the Chancellor’s Advisory Committee on Diversity (CACD) presented to the Committee three draft questionnaires directed to search committee chairs, department chairs, and school deans that assess best practices in implementing the President’s Guidelines on Affirmative Action. As per CACD request, the EQOP reviewed and provided feedback on the questionnaires.

Dissemination of the Report, “Strategies for Improving the Diversity of Health Professions”

Strategies for Improving the Diversity of Health Professions examines the under-representation of minority groups within the healthcare workforce and evaluates current programs and strategies designed to increase the number of under-represented minorities in the health professions. The Committee disseminated copies of this report to the chairs of all four school faculty councils as well as other Academic Senate committee chairs. The report is a publication of the California Endowment, and was prepared by researchers in the Center for California Health Workforce Studies at UCSF and the Education Policy Center, UCD.

Issues for the 2004-05 Academic Year

Matters continuing and new topics for next year include:

- Finalize revisions to the Faculty Handbook; transmit Draft version to UCSF campus counsel, UCOP general counsel, Executive Vice Chancellor, and Academic Senate Coordinating Committee) with the goal of finalizing in 2004-05.
- Continued monitoring and oversight of Faculty Search Ambassador Program
- Continued outreach to campus leaders on diversity to identify and create opportunities for collaboration
- Work with organizers of UCSF’s Diversity Week (October 2004) to develop activities
- Invite Marilyn Winkleby, founder of the Stanford Medical Youth Science program, to discuss her work to improve diversity among young students interested in pursuing health science professions

Respectfully submitted,

Committee on Equal Opportunity

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Appendices

[Appendix 1](#): Communication to the Academic Senate's Committee on Academic Planning and Budget in support of the Work~Life Resource Center (1/22/2004)

[Appendix 2](#): Communication from EQOP to Executive Vice Chancellor Eugene Washington (4/19/2004)