



**Committee on Equal Opportunity**  
**Hobart Harris, MD, MPH, Chair**

## **ANNUAL REPORT 2008-2009**

**Primary Focus Points for the Year:**

- Survey of Department-wide Practices Regarding Diversity
- Ascertaining Best Practices for Diversity
- Co-sponsorship with the Gladstone Institute of a Diversity Symposium
- Development of an Online Version of the Faculty Recruitment Toolkit

**Issues for Next Year (2009-2010)**

- Continue to better understand campus diversity processes and, working with other diversity committees, programs, activities on campus, potentially develop a mechanism for auditing diversity practices and instituting accountability measures.
- Propose a quarterly Diversity Symposium featuring internal and external speakers;
- Continue to advocate for a Diversity website similar to the one at UCLA (<http://faculty.diversity.ucla.edu/>) where statistics and important information is readily available;
- Continue to foster relations with other diversity groups on campus and participate on Chancellor's Diversity Committee in a liaison capacity to increase communications and efficiencies;
- Continued advocacy for implementation of APMs 210, 240, and 245 Concerning Diversity and Equal Opportunity;
- Work with the Office of the Executive Vice Chancellor and Provost regarding criteria for Faculty Development Awards.

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**2008-2009 Members**

**Hobart Harris, Chair**

**Susan Kools, Vice Chair, UCAAD Rep**

Shelly Adler

Paula Braveman

Tonya Chaffee

Ogechi Ikediobi

Elizabeth Macera

**Permanent Guests**

Michael Adams, Office of Affirmative Action,  
Equal Opportunity and Diversity

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**Number of Meetings: 5**

**Senate Analyst: Shilpa Patel**

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## Systemwide Business

The Academic Senate Committee on Equal Opportunity took up the following Systemwide issues this year:

### **Systemwide Name Change**

The University Committee on Affirmative Action and Diversity (UCAAD), after much discussion, decided to change its name and charge by removing "Affirmative Action" and replacing it with "Equity." The Committee felt that the term "Affirmative Action" is dated, in disfavor, and does not match parallel groups on the campuses and in the Office of the President. The San Francisco Division approved this change.

### **Incorporating Diversity Awareness into All Campus and Systemwide Senate Committees**

UCAAD put forth the idea that all levels and committees must be encouraged/required to include diversity awareness, not just those with obvious diversity connections. For example, planning and budget committees should include diversity awareness in FTE planning, and graduate councils should include it in their discussions of pipeline concerns. Irvine has amended nearly all campus committee bylaws to include diversity awareness. Irvine also successfully petitioned to have organized research unit (ORU) review committees request diversity data, and academic reviewers are given utilization data as another metric.

The San Francisco Division approves of implementing such measures; however, that the lack of impetus for compliance runs rampant. Members also stated that these reports are given to deans and search committees, but that the data are often cumbersome and only one-time synopses, rather than longitudinal analyses showing progress or regress. These statistical obstacles are exacerbated by inconsistent data gathering and analytical processes.

## Divisional Business

This year, the Academic Senate Committee on Equal Opportunity took up the following issues related to the San Francisco Division:

### **Department Chair Visits to the Committee on Equal Opportunity**

Two years ago, the Committee met with the Deans from all four schools to better understand each school's diversity practices. Last year, the Committee's primary charge was to investigate practices at the Departmental level. The Committee continued these meetings in the 2008-2009 year. With data from the Office of Affirmative Action, Equal Opportunity and Diversity, the Committee identified which departments were more successful with in terms of increasing diversity and which were not. Department chairs from both spectrums were invited to various committee meetings to discuss their successes, challenges, and general procedures.

Before engaging in discussions with the Department Chairs, the Committee generated a list of questions they would submit to the Department Chairs in advance to better focus discussions. ([Appendix 1](#)) The questions sent to each Department Chair in advance were:

1. What are your goals and priorities for diversity and how do you feel your department is progressing?
2. How do you consider diversity while planning departmental goals for the year? Is there an annual or regularly scheduled departmental meeting where diversity goals are discussed?
3. What are your challenges and obstacles in research diversity goals in your department?
4. What has worked well or been helpful?
5. What type of help or support do you need to achieve your goals?

6. Please provide data on the distribution of faculty based on race/ethnicity, gender. The table below should be helpful to identify trends.

	<u>Males</u>					
	Amer Ind	Asian	Black	Hispanic	Unknown	White
Adjunct						
Clin X						
HS Clinic						
In Res						
Ladder						
Total						

	<u>Females</u>					
	Amer Ind	Asian	Black	Hispanic	Unknown	White
Adjunct						
Clin X						
HS Clinic						
In Res						
Ladder						
Total						

7. What are the hires in the last three years? What have the outcomes (e.g., applicant pool, short list, individual selected) been for searches completed within the last three years?

## Appendices

[Appendix 1:](#) April 22, 2009 Communication to Campus Department Chairs Regarding Discussion Questions

Senate Staff:  
 Shilpa Patel, Senior Analyst  
 shilpa.patel@ucsf.edu; 415/514-2696

## **Communication from the Chair of the Committee On Equal Opportunity**

**Hobart Harris, MD, MPH, Chair**

TO: XXXX XX, MD, Chair, Department of XXXXX

FROM: Hobart Harris, MD, MPH, Chair, Committee on Equal Opportunity

RE: Discussion Questions for Upcoming Meeting with the Committee on Equal Opportunity

DATE: July 22, 2009

In anticipation of your upcoming visit with the Committee on Equal Opportunity, the members of the committee have drafted some questions they would like you to consider to help guide the meeting discussion.

This year, most of the committee discussion has been focused on how to bring accountability to the efforts on increasing diversity to UCSF. Specifically, how should progress be measured and evaluated? To that end, the committee feels that an examination of the following questions would be most helpful: As you know, the issue of diversity in our faculty, staff and students has been identified as a core issue in the recently completed Strategic Plan (ref). The Committee on Equal Opportunity remains focused and committed to promoting faculty diversity. Department Chairs plays a central role in the process of diversifying UCSF faculty. Consequently, we cordially invite you to meet with us and share your perspectives, experiences and plans for supporting this important system-wide effort. In particular, we feel your attention to the following questions would be most helpful:

1. What are your goals and priorities for diversity and how do you feel your department is progressing?
2. How do you consider diversity while planning departmental goals for the year? Is there an annual or regularly scheduled departmental meeting where diversity goals are discussed?
3. What are your challenges and obstacles in research diversity goals in your department?
4. What has worked well or been helpful?
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HS Clinic						
In Res						
Ladder						
Total						

7. What are the hires in the last three years? What have the outcomes (e.g., applicant pool, short list, individual selected) been for searches completed within the last three years?

Thank you in advance for your willingness to meet with our committee and we look forward to meeting with you!

Sincerely,

**Hobart Harris, MD, MPH**  
Chair, Committee on Equal Opportunity