

## **Committee on Academic Planning & Budget**

**Chad Christine, MD, Chair**

### **DRAFT MINUTES**

**Tuesday, October 27, 2015**

**PRESENT:** Chad Christine (Chair), Russ Pieper (Vice Chair), Janine Cataldo, Michael Clune, Howard Fields, Stefan Habelitz, Sally Marshall, Mike McMaster, Sean Mong, Norm Oppenheimer, Paul Volberding, Meg Wallhagen, Lori Yamauchi

**ABSENT:** Jennifer Arnett, Michelle Arkin, Joe Bengfort, Hannah Glass, Howard Pinderhughes, Elliot Seeley, Lydia Zablotska

**GUESTS:** Marcelle Cedars, Academic Senate Representative on the UCSF HR Steering Committee

The Committee on Academic Planning and Budget (APB) was called to order by Chair Chad Christine on October 27, 2015 at 1:00 p.m. in room MH-2100. A quorum was present.

#### **Approval of the September Minutes**

Committee members reviewed and approved of the September minutes.

#### **Chair's Report**

Chair Christine reported on the following items:

- **Mission Hall Survey:** The members of the Academic Planning and Budget Committee and the Campus Planning Subcommittee have reviewed and commented on the revised draft of the Mission Hall Post-Occupancy survey. All feedback was collected and a communication was sent to Division Chair Ruth Greenblatt.
- **Mission Hall Committee:** Chair Christine informed the committee that a new Task Force has been formed to address space issues at Mission Hall. Assistant Vice Chancellor for Capital Planning Lori Yamauchi added that Task Force had been assembled at the direction of EVCP Dan Lowenstein. The charge of the group is to develop a set of principles for the design of workspace in Mission Hall and in all new buildings. The principles would be developed by faculty and administrators with experience in Mission Hall and would be informed by all of the occupant feedback collected to date. David Teitel will chair the Task Force. AVC Yamauchi noted that the Task Force will not make any recommendations or edit the Mission Hall Post-Occupancy survey.
- **Chancellors Fund:** The Academic Senate is receiving funding proposals from various Senate committees. Once all proposals have been submitted, the Coordinating Committee will deliberate and final funding decisions will be made in January.

#### **UCPB Report**

UCPB representative Russ Pieper provided the following report:

- **Budget Plan:** UCPB reviewed the details of the 2015-2016 budget. Part of the plan includes a \$436 million contribution from the State of California to the UC Retirement Plan. A couple conditions of receiving the additional funding include, the implementation of a new pension cap and develop a new UC retirement tier. The major concern for the Senate is whether a pension cap and new retirement tier will make it harder for the university to compete when recruiting top faculty.
- **Enrollment Funding:** During budget negotiations with the state, the legislature offered an additional \$25 million for the enrollment of 5,000 more California residents. While the university supported the idea, there were concerns that the amount offered from the state would only cover

half of the cost to enroll 5,000 more students. After deliberation, President Napolitano decided to take the offer from the state. Budget decisions will be made at a later date to accommodate for the increased costs. It was also announced at the UCPB meeting that UC would be increasing tuition for the non-resident students by 8%.

### **Campus Planning Report**

Assistant Vice Chancellor of Campus Planning Lori Yamauchi provided the committee with an update on campus planning projects and initiatives. The following issues were discussed:

- Space.ucsf.edu Website: AVC Yamauchi informed the committee members that the university has a website ([space.ucsf.edu](http://space.ucsf.edu)) which is a tremendous resource for all types of information on various campus projects. All UCSF campus community members have access to the website and information.
- Parnassus
  - Clinical Sciences Building
    - The Clinical Sciences Building is undergoing seismic retrofit and remodel.
    - The total cost of the project will be \$95 million. Funding for the project comes from the state, debt financing and campus funds.
    - Construction on the building started in mid-2015 and will continue through Mid-2017.
    - The workspace of the building will include mixed activity-based and small private office floor plan. The decision to implement this type of floor plan came at the recommendation from a space committee that included several Academic Senate appointed faculty.
  - UC Hall
    - UC Hall will undergo a seismic retrofit and remodel.
    - Once the retrofit and remodel project is complete, the building will include desktop space/offices on the lower three floors and student housing on the upper three floors.
    - The total cost of the project will be \$183 million. Funding will come from debt and campus funds.
    - Construction will start in mid to late 2017 and end in 2020
    - The number of occupants in the building is yet to be determined.
- Mission Bay
  - Mission Bay East Campus Phase 1 (Block 33)
    - UCSF plans to construct a new building on the east side of the Mission Bay campus. This new building will be 340,000 GSF and will be 6-story base with a 5-story above the base.
    - The total cost of the new building will be \$237 million. Funding comes from debt, gifts and campus funds.
    - Construction is projected to start in 2017 and will continue through 2019.
    - The Regents have approved the preliminary plan and it is anticipated that they will approve a final plan in mid-2016.
    - A programming committee has been formed. This group includes several Academic Senate appointed faculty members.
  - Mission Bay Precision Cancer Medicine Building
    - UCSF plans to construct a new building that will house UCSF Cancer Outpatient Care services. This would be a consolidation of cancer programs now at Mount Zion and Mission Bay.
    - The building would be 170,000 GSF and would be located at the southwest corner of 16<sup>th</sup> and 3<sup>rd</sup> streets. This location is currently a parking lot.
    - The total cost of the project is \$250 million. The source of the funding comes from campus funds and gifts.

- The Regents approved a preliminary plan in September of 2015, and the campus hopes to have a full plan approved by mid-2016.
  - Mission Bay Neurosciences Building (Block 23A)
    - This new building is currently in the early planning stages.
    - The estimated cost of the project would be around \$309 million. Funding has yet to be identified.
    - Occupant programs are also yet to be identified
- Child Teen Family Center/Psychiatry Building
  - UCSF is working on the development of a new Child Teen and Family/Psychiatry Building that will house the Department of Psychiatry's clinics, dry research labs, instructional space and administrative units.
  - The site of the building will be donated to UCSF
  - Project costs to be confirmed.
  - If approved, the project construction could begin in 2017 and end in 2019.
  - Project approvals are anticipated in late-2016
  - A programming committee for the building has been formed. The Academic Senate representative on this group has yet to be named.
- San Francisco General Hospital Research Building
  - UCSF has worked with the City and County of San Francisco on the development of a new research building at the SFGH location. The building will be built on the northwest corner of the 23<sup>rd</sup> and Vermont streets – currently a surface parking lot owned by San Francisco. UCSF will lease the site and own the building.
  - The project will cost \$187 million. Funding will come from debt and campus funds.
  - If the ground lease and budget and design approval anticipated in mid to late 2016. If on time, construction can begin as early as 2017.
- Minnesota/18<sup>th</sup> Street
  - UCSF has acquired three parcels of land on the northwest and southwest corners of 18<sup>th</sup> and Minnesota streets.
  - UCSF hopes to develop student trainee housing on this site.

### **HR Steering Committee Report**

Academic Senate Representative on the HR Steering Committee Marcelle Cedars reported on the recent work of the HR Steering Committee. Specifically, she reported on the results of the 2015 HR customer survey.

- Overall Satisfaction
  - Overall satisfaction has remained fairly stagnate over the past few years. When broken out by school and units, some schools have experienced increased satisfaction while others have experienced decreases in satisfaction.
  - Between 2012 through 2015, overall satisfaction increased from 2012 – 2013, then declined in 2014 and has been slowly improving in 2015.
- Satisfaction by Service Type
  - In 2015, satisfaction with most service types has increased.
- HR has identified the following opportunities for improvement
  - Improve timeliness and responsiveness
  - Improve user experience in HR systems
  - Bring clarity to process and avoid customer “run around”
  - Improve process for job posting
  - Improve compensation services
  - Address HR staff turnover
  - Address pace of changes – too many process personnel changes
  - Work on policy reform – remove some burdensome requirements
- 2015 Listening Tour Key Themes
  - Excellent Customer Services includes:

- Understanding the customer business needs
- Consistently high quality
- Simple and consistent process
- Consistent guidance and consultation
- Training for customers
- Easy to use systems to support transaction processing
- Options for ticketing initiation method
- Timely communication and access to information at time needed
- Currently Planned Process Improvement Work for HR
  - Implement Lean Process Improvements
  - Implement New Technologies
    - CRM Systems
    - SRS Enhancements
    - Improvement Website
  - Improve Customer response time standards and service continuity
  - Improve Timekeeping
  - Improve Customer Training

APB members discussed the reforms and noted that the leading complaint is with the fact that the HR service centers are not updating faculty on the status of transactions. Faculty understand that the HR Department is burdened with a significant workload, but this is no excuse for not following up with customers regarding process and timeline. If faculty were to receive more feedback, the committee believes it would help to ease tensions and frustrations with HR services.

**Old Business**

None

**New Business**

None

Chair Chad Christine adjourned the meeting at 3:00 p.m.

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