

Faculty Welfare Committee

Leah Karliner, MD, Chair

Minutes

Thursday, October 8, 2015

PRESENT: Leah Karliner (Chair), Roberta Rehm (Vice Chair), Doranne Donesky, Margot Kushel, Shuvo Roy, Michael Disandro

ABSENT: Robin Corelli, Paul Green, Thuan Le

GUESTS: David Odat, Associate Vice Chancellor of Human Resources; Jason Stout, Manager of HR Strategy; and Members of the Academic Planning and Budget Subcommittee on Administrative Initiatives

Chair Leah Karliner called the Faculty Council meeting to order at 12:30 p.m. in room N-617. A quorum was present.

Chair's Report

Chair Leah Karliner reported on the following items:

- **Introductions:** Chair Karliner welcomed all returning members and introduced new members Doranne Donesky, Margot Kushel, and Shuvo Roy. All members introduced themselves to the group.
- **Committee Charge:** Chair Karliner reviewed the charge of the Faculty Welfare Committee and encouraged members to bring faculty concerns to the committee. She noted that faculty engagement and participation is essential and that members should be as active as possible.

Mission Hall Survey

Faculty Welfare committee members reviewed the revised draft of the Mission Hall Post-occupancy study and provided the following comments:

- **Survey Length:** All reviewers were concerned with the extensive length of the survey. With so many questions to answer, committee members believe that respondents will become too fatigued to complete the survey. If questions cannot be consolidated or eliminated, committee members propose the following efforts: First, there must be test of the survey, including all skip-patterns and written comment sections, to determine exactly how long it takes a typical respondent to complete the entire survey. Setting survey time expectations will help faculty set aside the necessary time to provide complete responses. Second, there must be functionality to allow for the survey to be saved, so that that faculty can come back at a later time to finish their responses. Third, respondents must be informed that they can submit partially completed surveys. This will ensure that all faculty will have a chance to provide some feedback, even if they do not have time or desire to complete the entire survey. Finally, the survey should be re-ordered to ensure that questions regarding privacy, concentration, utilization of space, and productivity are at the beginning. Prioritization will allow faculty to quickly provide feedback on issues most important to them.
- **Drill-Down Questions:** Committee members recommend the addition of drill-down questions for the activity-based workstation and the conference room questions. Members believe that the drill-down options will provide more meaningful details on issues faculty may be having, or not having with a particular feature of the space. For example, a question on the survey asking about the utilization of conference room space could produce a lot of different responses that would be

difficult to categorize and may not be very useful. A drill-down question would ask for more detail on an issue with a conference room such as services, noise, or availability. In the case where the faculty member's concern is with technology services, then a second drill-down question would ask what is it about the service that is lacking, such as connectivity, lack of tech support, lack of training. Committee members feel the additional details on why spaces do and do not work, would be much more meaningful to all those involved.

- Incentivize Participation: To encourage survey participation, committee members recommend that there should be an incentive offered to faculty. Gift cards for campus dining, or a small give-away might help increase the overall response rate.
- Inform Faculty of the Survey's Implications: When announcing the survey, the Academic Senate must ensure that faculty are informed of the importance and implications of the survey. All respondents must know that the survey results will not only influence the design of space in Mission Hall, but also for all other future buildings.

Chancellors Fund

Last year, the Chancellor announced that he would be awarding the Academic Senate with an annually re-occurring fund of \$500,000. The aim of the fund would be to benefit faculty life. After receiving the funds in the spring of 2015, the Senate decided to break up the Senate committees into five clusters and divide the funding equally. A total of \$91,000 was allocated to the Faculty Welfare committee for the use of Faculty Enrichment funds. These funds were available for a broad number of items and activities to benefit faculty.

With the start of the 2015-2016 academic year, the Senate must once again decide what to do with the funding. Faculty Council members were provided three options:

- Continue with the Faculty Learning and Development Fund
- Provide another idea for the Academic Senate to consider
- Opt out from the Chancellors Fund discussion and decision-making process

In preparation for the discussion on how to proceed with the Enrichment Fund, Chair Karliner asked for all awardees to provide feedback on their experiences. A report on the experiences (Attachment 1) was provided to the group. Overall, awardees were very satisfied with their items and activities received through the program.

Members agreed that the faculty enrichment program should continue. After discussion, the committee agreed upon the following criteria:

1. The Enrichment Fund will consist of small grants, \$250-\$2,000, focused on enhancing work-life and/or well-being at work for a UCSF faculty member;
2. For requests for furniture (e.g., sit-stand desks) and computers, applicants must attest that they are unable to get these through their department/unit, or through an ergonomics evaluation (where relevant) -- but no signature will be required from department Chair or representative. These also must be for the faculty member's use, not for staff (research or otherwise) use;
3. For requests for software, applicants must first check MyResearch to see if it is available for free (if it is, we will not fund);
4. Requests that will benefit multiple faculty – e.g., to support a group of faculty who meet regularly around a theme like a writing group, a leadership group, etc., including to pay for speakers/consultants for that group will be considered. This can be in the form of a single request from one faculty member to support a group (max \$2,000), or a bundled request from multiple faculty members for the same activity (with a limit of \$10,000 total for the group);
5. Requests for personal expenditures, for example personal entertainment or personal travel, will be excluded from funding;
6. Faculty funded in FY 2015 will not be funded again this year as individual faculty may only be funded once every 3 years in order to make the funds available to as many faculty as possible over time.

Chair Karliner informed the group that last year, the Faculty Enrichment Fund received requests from 102 individual faculty members totaling \$146,000. Given this demand, committee members agreed to request at least \$120,000 be allocated from the Chancellor's Fund to the Faculty Enrichment Fund in FY 2016.

Human Resources Presentation

Associate Vice Chancellor of Human Resources David Odatto and Manager of HR Strategy Jason Stout attended the Faculty Welfare committee to present on that status of the UC Retirement Fund reform and to provide an update on HR reforms over the past year. In addition to the Faculty Welfare Committee members, members of the Academic Planning and Budget Subcommittee on Administrative Initiatives were in attendance. AVC Odatto reported on the following items:

- **2016 Retirement Options Taskforce**
 - Taskforce Overview:
 - In May, UC President Napolitano and Governor Jerry Brown reached a budget agreement that would provide the university with additional state funding. However, there were certain conditions that the university would need to meet. One of the conditions requires UC to make reforms to its Retirement Program (UCRP). To come up with recommendations on how to make the necessary changes, President Napolitano formed the UC Retirement Options Taskforce.
 - Taskforce Composition
 - Faculty, staff and administrations from all 10 campuses
 - 13 members
 - Membership list can be found at <http://ucal.us/2016retbens>
 - There are two faculty representatives on the taskforce. One is the Chair of the Systemwide Academic Senate and the other is a UCLA Dental School faculty member. AVC Odatto informed the group that he is also a member of the committee and will be representing the interests of those in the Health Science Compensation plan.
 - Taskforce Charge
 - Reformed UC retirement benefits should still remain competitive in the context of total remuneration so that UC will be able to continue to recruit quality faculty and staff
 - Total cost of 2016 retirement options does not exceed current cost, and that any alternative arrangement includes and assessment to pay down the unfunded UCRP liability.
 - Simplicity of design for implementation and communication
 - State partners perceive that benefit options appropriately align with the State budget agreement.
 - Parameters for Options
 - The new benefits tier will apply to all future employees hired or re-hired on or after July 1.
 - Current employees and retirees will not be impacted
 - There must be an alignment with pension-eligible pay for future employees with that of state employees under PEPPRA
 - There will be a consideration of offering of a defined contributions plan. Either there will be hybrid defined contribution/defined benefit plan, or just a defined contribution plan.
 - Meeting Timeline
 - The taskforce has been meeting since August and will continue to meet weekly until the recommendations are due in December.
 - Once the recommendations are complete, they will be submitted to the Regents for approval in spring of 2016.
 - New retirement benefits tier will take effect July 1, 2016.
- HR Initiatives Update
 - The UCSF Human Resources Office has been working hard over the past several years to implement reforms that will reduce overall cost for the university and improve

efficiency. In order to improve, the HR department is focusing on the opportunities for transformation:

- Organization
 - Optimize organizational structures to streamline delivery.
 - Assess and actualize recommendation from Chazey Partners independent study
- Processes
 - Identify quick wins for customers and partners to address key challenges with simple fixes
 - Apply LEAN to improve process/workflow that directly impact customer interactions
 - Priority areas are improved post-doc processes, LER processes, and onboarding
- Technology
 - Deploy Customer Relationship Management technology to transform the customer experience
 - Digitize personnel files to enable direct, effortless and intelligent access to HR information and records
 - Optimize Enterprise Data Warehouse to support planning and decision-making in staff and academic personnel.

Faculty Welfare Committee and APB subcommittee members commented that HR services have not improved over the past couple of years. In fact, in some departments, the experience has been that the quality of services has declined. Faculty stated the following concerns:

- HR has been slow to post new faculty positions
- HR has problems with recruitment. There needs to be a recruitment manager.
- There is lack of communication from HR staff. Faculty send emails for status updates on transactions and no one responds.
- There should be a mechanism for UCSF to provide benefits to contactors. Faculty would like to retain great staff members that assist on grants.

AVC Odat and HR Manager Jason Stout acknowledged the concerns and noted that staffing shortages, reorganizations and complex process reforms have made it difficult on HR staff and their customers. He hopes the reforms that the HR department has implemented should help the situation.

Old Business

None

New Business

None

Chair Karliner adjourned the committee at 2:00pm.

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