New Health Sciences Faculty Orientation
September 14, 2017

Vivian Reznik, MD, MPH
Assistant Vice Chancellor for Health Sciences Faculty Affairs
Professor of Pediatrics and Family Medicine and Public Health

Andrew Ries, MD, MPH
Associate Vice Chancellor, HS Academic Affairs
Professor of Medicine and Family Medicine and Public Health

Tia Thompson
Health Human Resources

JoAnn Trejo, PhD, MBA
Associate Dean for Health Sciences Faculty Affairs
Professor of Pharmacology
Growth of Health Sciences Faculty and Academic Files

Salaried faculty includes Ladder Rank, In Residence, Clinical X, HS Clinical & Adjunct

Files reviewed include Salaried Faculty, Research/Project Scientists, NS Adjunct, Visiting, Academic Coordinators & Specialists
UC San Diego Health Sciences Organization Chart (Abbreviated)

UCSD Chancellor
Pradeep Khosla, PhD

Vice Chancellor, Health Sciences
and Dean, SOM
David Brenner, MD

Chief Academic Officer
Associate Vice Chancellor,
Douglas Ziedonis, MD, MPH

Dean, Medical Education
Maria Savola, MD

Department Chairs &
ORU Directors

School of Pharmacy and Pharmaceutical
Sciences, Dean – James McKerrow, PhD, MD

School of Medicine

Chief Executive Officer
Patty Maysent, MPH, MBA

Dean, Clinical Affairs &
CEO, Faculty Practice
Thomas Moore, MD

CHRO,
HS Human Resources,
Janet Kamerman

Dean
Children’s Clinical Services
Herbert Kimmons, MD

UC San
Diego
Health

Asst VC,
Scientific Affairs,
Jerry Olefsky, MD

Asst VC,
Scientific Affairs,
Gary Firestein, MD

Assoc VC,
Translational Medicine,
Andrew Ries, MD, MPH

Asst VC,
Academic Affairs,
Robert Ross, MD

Assoc VC,
Academic Affairs,
JoAnn Trejo, PhD, MBA

Asst VC,
Academic Affairs,
Vivian Reznik, MD, MPH

Principal
Business Officer,
David Kimber

COO, Gene
Hasegawa

COS, Vice
Chancellor Health
Sciences,
Brandon Rhodes

Affiliated
Institutions

Asst VC,
Student Affairs,
Carolyn Kelly, MD

Assoc Dean, Undergraduate
Medical Education,
Jess Mandel, MD

Assoc Dean, Admissions &
Student Affairs,
Carolyn Kelly, MD

Assoc Dean, Graduate Medical Education,
Sherry Huang, MD

Assoc Dean, Faculty Affairs,
Robert Ross, MD

Assoc Dean, Faculty
Affairs,
JoAnn Trejo, PhD, MBA

Assoc Dean, Faculty
Affairs,
Vivian Reznik, MD, MPH

Asst VC, Faculty Affairs,
Robert Ross, MD

Assoc Dean, Faculty
Affairs,
JoAnn Trejo, PhD, MBA

Dean, Clinical Affairs &
CEO, Faculty Practice
Thomas Moore, MD

Dean
Children’s Clinical Services
Herbert Kimmons, MD

Children’s Hospital
President & CEO
Donald Kearns, MD

Children’s Hospital
Chief Medical Officer
Gail Knight, MD

UC San Diego Health

Last Updated: September 7, 2017
Health Human Resources

HHR works in partnership with your Department Business Office to manage:

- Benefits
- Classification of Job Descriptions
- Compensation
- Employee Relations
- Hiring Staff
- Layoffs
- Performance Management and Discipline
- Staff Timekeeping

Have Questions?
Call Us: 619-543-3200
Faculty Compensation
UC Faculty Compensation 101

• Salary components: X, Y, Z
  • X: base salary, based on academic rank and step
  • Y: negotiated additional salary (annual)
  • Z: incentive compensation (e.g., clinical)

• Covered compensation: official UC salary covered under retirement plan (UCRP)
  • Based on APU (Academic Program Unit): Scales 0-9
  • X: APU Scale 0
  • X’: additional UCRP salary (APU scale 1-3)
  • Y’: additional UCRP salary (APU scale 4-9)
  • Covered Compensation = X + X’ + Y’

*NOTE: if you receive a VA salary component, you should contact your department business office (DBO) for information on your compensation, benefits, and retirement plan.
# Health Sciences Faculty Salary Scale

1.5% Range Adjusted, effective 07/01/2017

<table>
<thead>
<tr>
<th>Rank</th>
<th>Instructor</th>
<th>Asst Prof</th>
<th>Assoc Prof</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>60,300</td>
<td>5,025.00</td>
<td>88,400</td>
<td>5,533.33</td>
</tr>
<tr>
<td>Asst Prof</td>
<td>70,000</td>
<td>5,633.33</td>
<td>77,000</td>
<td>6,416.67</td>
</tr>
<tr>
<td>Assoc Prof</td>
<td>91,700</td>
<td>7,533.33</td>
<td>106,800</td>
<td>8,400.00</td>
</tr>
<tr>
<td>Professor</td>
<td>102,200</td>
<td>8,516.67</td>
<td>112,500</td>
<td>9,375.00</td>
</tr>
</tbody>
</table>

**UCSD Scales**

**FY 17-18 SCALE**

Health Sciences Faculty Salary Scales

<table>
<thead>
<tr>
<th>Rank</th>
<th>Instructor</th>
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<td>112,500</td>
<td>9,375.00</td>
</tr>
</tbody>
</table>
UC Retirement Program (UCRP)*
For UC Employees Hired Prior to July 1, 2016

- Generous benefit of UC employment
- Defined Benefit (vs Defined Contribution)
  - Member if > 50% for 12 consecutive mos (1,000 hrs)
  - Vested after 5 years service credit
  - Entitled to future retirement benefits
  - Retirement pay based on
    1. Age
       (50 or after 1976/2013 Modified Tier)
       (Age 55 if you are in 2013/2016 Tiers)
    2. Years of service
    3. Highest Average Covered Compensation (HAC)
       - HAC: highest average 3 consecutive years of salary
       - Age factor: 1.1% at 50, up to max of 2.5% at 60 (0.14% per year)
- Additional available contribution plans
  - 403(b) and 457(b)
  - Pre-tax voluntary contributions

*NOTE: if you receive a VA salary component, you should contact your department business office (DBO) for information on your compensation, benefits, and retirement plan.
Option 1:
- Pension with California Public Employees’ Pension Reform Act (PEPRA) cap
  - Applies to eligible pay up to $117K
  - 401(k)- style supplemental benefit
  - Applies to eligible pay above $117K up to $265K

Option 2:
- New 401(k)-style stand-alone benefit
  - Applies to eligible pay up to $265K
Academic Affairs
Faculty Appointments

• UC system is complicated – 11 different titles
  • 6 salaried faculty series ("Professor")
    • Ladder Rank
    • In Residence
    • Adjunct
    • Clinical “X”
    • Health Sciences (HS) Clinical
    • Professor of Practice
  • 2 academic (research) series
    • Research Scientist
    • Project Scientist
  • 3 voluntary/nonsalaried faculty titles
    • Adjunct
    • Voluntary Clinical
    • HS Clinical
Academic Affairs
Academic Rank & Step

- Assistant Professor: 2 years
  - Steps 1-6
  - Promotion normally after 6 years (Step 4)
  - Maximum 8 years (probationary period)
- Associate Professor: 2 years
  - Steps 1-5
  - Promotion normally after 6 years (Step 3)
- Professor: 3-4 years
  - Steps 1-9
  - “Career” (promotion) review @ Step 6
- Professor Above Scale
### Academic Affairs
#### Steps & Promotion

<table>
<thead>
<tr>
<th></th>
<th>ASSISTANT</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>ASSOCIATE</th>
<th></th>
<th></th>
<th></th>
<th>PROFESSOR</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>Above Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Step</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
</tbody>
</table>

- ASSISTANT
- ASSOCIATE
- PROFESSOR
- Above Scale
• Provides administrative support services for faculty, academics, scholars
  • Department liaisons for:
    • Recruitments
    • Appointments
    • Reviews
    • Personnel Administration
    • Compensation and Timekeeping

• Mission:

  Provide expert, timely service and objective advice for faculty, academics, and scholars as they work to fulfill the UCSD mission of groundbreaking research, inspired teaching, and clinical service.
Components of a File

- UC Academic Biography & Bibliography (BioBib)
  - Biography
  - Bibliography
  - Candidate’s Personal Statement
  - Teaching
UCSD ACADEMIC BIOGRAPHY/BIBLIOGRAPHY FORM
(April 2015)

Name:
Last, First, Middle
Department  Title(s)

Section I: Employment History and Education

Previous Applicable Employment

Please provide a full account of your time from the date of your first academic (or otherwise relevant) employment to the present, including any periods when you were not employed. Indicate part-time appointments. Provide salary or approximate annual earnings in all cases. Please include all previous University of California employment. You may provide supplementary information if necessary.

<table>
<thead>
<tr>
<th>Period of employment</th>
<th>Institution, firm or organization</th>
<th>Location</th>
<th>Rank, title, or position</th>
<th>Approximate annual salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>From:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Education

School, college, university, or hospital (internship, residency, or fellowship)  Dates of attendance | Location | Major subject or field  Degrees or certificates | Date received |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Please indicate areas of sub-specialization or board certification, if any. Also include a list of special licenses or permits and the dates received.

Section II: Professional Data

Please list your activities in each of the following eight categories. Please provide dates of awards or service.

(a) University Service (Include service at the departmental, college, Academic Senate, campuswide, and systemwide levels.)

(b) Memberships (Include scholarly societies, professional boards, civic organizations, etc.)

(c) Honors and Awards (Include the dates they were received.)

(d) Contracts and Grants (Provide the following information for current contracts and grants.)

<table>
<thead>
<tr>
<th>Title</th>
<th>Granting agency</th>
<th>Amount of total award (include indirect costs)</th>
<th>Time period of contract/grant</th>
<th>Role (e.g. PI, co-investigator, project leader, etc.)</th>
<th>List co-PIs/corresponding share of total award (total must = 100%)</th>
</tr>
</thead>
</table>
### Suggested Subsections and Examples of Subcategories for Bibliography

<table>
<thead>
<tr>
<th>Section A: Primary Published or Creative Work</th>
<th>Section B Other Work</th>
<th>Section C: Work in Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suggested Subsections:</td>
<td>Suggested Subsections:</td>
<td>Work in Progress</td>
</tr>
<tr>
<td>I. Original Peer-Reviewed Work or Listing Creative Endeavors</td>
<td>I. Other Conference Proceedings</td>
<td></td>
</tr>
<tr>
<td>II. Review and Invites Articles</td>
<td>II. Abstracts</td>
<td></td>
</tr>
<tr>
<td>III. Books and Book Chapters</td>
<td>III. Popular Works</td>
<td></td>
</tr>
<tr>
<td>IV. Refereed Conference Proceedings</td>
<td>IV. Additional Products of Major Research</td>
<td></td>
</tr>
</tbody>
</table>

### Examples of Common Subcategories:

- Research Articles
- Review Article
- Performance
- Digital media
- Compositions
- Refereed Journal Articles
- Exhibitions
- Videos

<table>
<thead>
<tr>
<th>Examples of Common Subcategories:</th>
<th>Examples of Common Subcategories:</th>
<th>Examples of Common Subcategories:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encyclopedia Entry</td>
<td>Book/Media Review</td>
<td>In Progress</td>
</tr>
<tr>
<td>Patent/Patent License</td>
<td>Website</td>
<td>Abandoned</td>
</tr>
<tr>
<td>Technical Report</td>
<td>Software</td>
<td>No Longer in Progress</td>
</tr>
<tr>
<td>Book Review</td>
<td>Presentations</td>
<td></td>
</tr>
</tbody>
</table>

### NOTES:
- Citations should be in a format appropriate for your discipline and acceptable to your division or school.
- Citations should be numbered and listed in chronological order.
- Other subcategories may be used if appropriate for your discipline. *This is not all inclusive*.
# Teaching Quantification and Patient Caseload Form

**Teaching Quantification Model** assigns "credits" for each type of activity. Credits are a relative measure, not always equal to actual hours spent on a teaching activity.

**NOTE:** Each section is independent and should be completed accordingly.

<table>
<thead>
<tr>
<th>Activities</th>
<th>Credit Formula</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Administration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preclerkship Thread Director</td>
<td>150 Credits/Year</td>
<td></td>
</tr>
<tr>
<td>Preclerkship Thread-Director: Path/Hist, Anatomy, Pharmacology</td>
<td>480 Credits/Year</td>
<td></td>
</tr>
<tr>
<td>Preclerkship Block Director and Lead Educator</td>
<td>3 Credits/Contact Hour</td>
<td></td>
</tr>
<tr>
<td>Core Clerkship Director</td>
<td>480 Credits/Clerkship</td>
<td></td>
</tr>
<tr>
<td>Clinical Foundations Director</td>
<td>480 Credits/Clerkship</td>
<td></td>
</tr>
<tr>
<td>Graduate Program Director</td>
<td>360 Credits/Year</td>
<td></td>
</tr>
<tr>
<td>4th Year Clerkship Director</td>
<td>5 Credits/Month</td>
<td></td>
</tr>
<tr>
<td>Residency Program Director</td>
<td>20 Credits/Year</td>
<td></td>
</tr>
<tr>
<td>PI-Training Grant</td>
<td>50 Credits/Grant</td>
<td></td>
</tr>
<tr>
<td>CME Course Director</td>
<td>2 Credits/Hour CME Credit</td>
<td></td>
</tr>
<tr>
<td>Academic Community Director</td>
<td>150 Credits/Year</td>
<td></td>
</tr>
<tr>
<td>Student Advising (formal advising only)</td>
<td>5 Credits/Student Year</td>
<td></td>
</tr>
</tbody>
</table>

| 2. Graduate Courses and Programs | | |
| Initial Composition/Set-up (one time only) | 10 Credits/Course | |
| Administrative Time | - | - |
| Graduate Student Training | 1 Credit/Trainee/Week | |
| Post-Doc Research Fellow Training | 0.5 Credit/Trainee/Week | |

| 3. Preclinical Electives Course | | |
| Initial Development/Set-up (one time only) | 10 Credits/Course | |
| Administrative Time | - | - |

| 4. Classroom Teaching | | |
| Lectures | | |
| Core Medical School and SSPPS Courses | 3 Credits/Lecture Hour | |
| GME and Other Graduate Courses | - | - |
| Core Lecture Series for GME | - | - |
| Grand Rounds | - | - |
| Electives | - | - |
| Seminars | - | - |
| Resident Report | - | - |
| PBL Facilitation | 3 Credits/Contact Hour | |
| POM Facilitation | 3 Credits/Contact Hour | |
| Other Small Group and Teaching Facilitation in Core Courses | 2 Credits/Teaching Hour | |
| Laboratory Teaching, Core Courses | 2 Credits/Laboratory Hour | |
| Independent Clinical Study Electives | 10 Credits/Course | |

| 5. Clinical Teaching (when trainees are present): max. 260 per year | | |
| Inpatient or General Ward Attending | 15 Credits/Week | |
| Consult Attending | 10 Credits/Week | |
| Path., Rad., Ed., Anesthesia Attending | 1 Credit/Session | |
| Operating Room Attending | 15 Credits/Session | |
| Clinic Attending | 15 Credits/Session | |
| Medical Student Ambulatory Precepting | 2 Credits/Session | |
| CPX Remediation Training | # Credits = # Hours | |
| OSCE Participation | 3 Credits/Session | |

| 6. Academic Committees (credit granted at completion of project) | | |
| ISP Committee Member (Chair) | 5 (20) Credits/Student | |
| Ph.D. Committee Member (Chair) | 5 (40) Credits/Student | |
| Minor Proposition Chair | 20 Credits/Student | |
| Minor Proposition Committee Member | 5 Credits/Student | |

| 7. Education Committee Service | | |
| credit commensurate with attendance | | |
| Chair: CEP, CCC, EC, GMEC, GPEC | Max 96 Credits/Yr | |
| Member: CCC, EC, GMEC, GPEC | Max 45 Credits/Yr | |
| Member: CEP | Max 20 Credits/Yr | |

| 8. Course # | Course Name | |
|-------------|-------------| |
| 9. Student/Trainee Names | | |

| 10. Other (any teaching activities not included in form-2 credits/hc) | | |
| Describe Activity – Attach 2nd page if necessary | | |

**Total Credits**: 0
Leaves & Family Accommodations

• Leaves
  • Childbearing (pregnancy)
    • 6 week minimum (not vacation)
    • Minimum pay at covered compensation \((X + X' + Y')\)
    • Department specific (often more generous)
  • Parental Bonding Leave (need to care for a child)
    • Minimum of 12 weeks, 6 weeks paid at covered compensation \((X + X' + Y')\)
  • Family Leave Without Pay
    • Need to care for a child or other family member
    • Up to one year without pay
    • May use vacation
  • Active Service Modified Duty (ASMD)
    • Prepare or care for child (newborn or adopted/foster < 5yrs)
    • Up to 1 quarter (2 for birth mother) – not vacation
    • Minimum pay at “base” salary
    • Department specific
Leaves & Family Accommodations

Academic Review

• Probationary Period
  • 1 year extension for substantial child care responsibility (2 max)
  • May request up to 6th year
  • Automatic unless opt out

• Defer Academic Review
  • 1 year defer for substantial child care responsibility (2 max)
UCSD Payroll/Personnel Academic Leave of Absence/Sabbatical Form

<table>
<thead>
<tr>
<th>UCSD PAYROLL/PERSONNEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACADEMIC LEAVE OF ABSENCE/SABBATICAL</td>
</tr>
<tr>
<td>UPAY 573-6 (R1/91)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employee I.D. #</th>
<th>Date Prepared</th>
<th>Prepared By</th>
<th>Mail Code</th>
<th>Phone Number</th>
</tr>
</thead>
</table>

**Name (Last, First, Middle Initial):**

**Address While On Leave (To change w-2 or check address - use form UPAY 544):**

**Department:**

**Appointment End Date (if Any):**

**Title:**

**Rank & Step:**

### SABBATICAL LEAVE

**Purpose:** Indicate Specific Purpose & Location Of Leave - Attach Detailed Leave Plan

**Number Of Sabbatical Credits To Be Deferred:**

**Compensation:**

- [ ] 01 Full Salary
- [ ] 02 Partial Salary [ ]
- [ ] 03 In Residence-Full Salary**

**Other Sources Of UC And Non-UC Income While On Leave:**

---

**If Sabbatical In Residence, List Courses, Hours, And, If Applicable, Clinical Instruction:**

- **Course Number/QTR:**
- **Hours Per Week/QTR:**
- **Clinical Instruction/QTR:**

**Period of Leave - Month, Date, Year**

- **Pay Period Of Leave**
- **Service Qtrs. Of Leave**
- **Disposition of Work**

**Disposition of Work**

- **If Yes, List Course Number(s)**
- **(Including Administering Final Exam, If Applicable)**
- **Applicant A Principle Investigator?**
- **Sponsoring Agency Approved Substitute?**

**Certification**

**Remarks (If Absence Includes Vacation, Indicate Dates Here):**

**Employee Signature**

**Date**

**Dean/Director**

**Date**

**Department Chair**

**Date**

**SVC**

**Date**

**For APO Use Only**

**CEP Approval (if necessary)**

**Personnel**

**Date**

**Other**

**Date**

---

**RETN: Accounting: Syrs After Separation, Except In Cases of Disability, Retirement Or Disciplinary Action in which Cases Retain White. Other Copies: 6yrs After Separation**
**UCSD Family Accommodations Reporting Form**

**FAMILY ACCOMMODATIONS REPORTING FORM**

To: Executive Vice Chancellor, Academic Affairs, 0065  
Date:  
Prepared By:  
Extension:  

**Deans Initials**

**Academic Appointee Information:**  
Name (Last, First, Mi):  
Department:  
Title (Rank & Step):  
Appt. End Date (If Any):  

**Leave/Extension Status:**  
- Is this an extension of a previous leave request?  
  - Yes  
  - No  
- Was appointee previously granted a probationary period extension?  
  - Yes  
  - No  
  - If “Yes”, was the extension based upon the same family event?  
    - Yes  
    - No  
- Was appointee previously granted a deferral of academic review as a family accommodation?  
  - Yes  
  - No  
  - If “Yes”, was the deferral based upon the same family event?  
    - Yes  
    - No

**FML Status:**  
- Is the appointee eligible for Family and Medical Leave?  
  - Yes  
  - No  
- Has the appointee been notified of their FML status in writing?  
  - Yes  
  - No  
- Is the appointee’s FML being tracked?  
  - Yes  
  - No

**Childbearing and Parental Bonding Leave**  
- Type of Leave  
  - Childbearing Leave  
  - Parental Bonding Leave  
- Childbearing Leave Dates:  
- Pay Period Leave Dates:  
- Service Quarter(s) of Leave:  
  - Fall  
  - Winter  
  - Spring  
  - Summer  
- Parental Bonding Leave Dates:  
- Pay Period Leave Dates:  
- Service Quarter(s) of Leave:  
  - Fall  
  - Winter  
  - Spring  
  - Summer  
- Date of Event:  

**Compensation:**  
- Full Salary  
- Other (Provide explanation/justification below)  
- Explanation/Justification (ATTACH ADDITIONAL INFORMATION ON A SEPARATE PAGE IF ADDITIONAL SPACE IS REQUIRED):

**Extension of Probationary Period:**  
- Is the appointee in a title subject to probationary period?  
  - Yes  
  - No  
- IF YES-Probationary period will be automatically extended one (1) year unless appointee opts out  
- Opt Out: I DO NOT wish to have my probationary period automatically extended  
  - Appointee initials  

**Deferral of Academic Review:**  
- I wish to defer my academic review as a family accommodation.  
  - Appointee initials

**Family Leave**  
- Leave Period:  
- Leave Dates:  
- Pay Period Leave Dates:  
- Service Quarter(s) of Leave:  
  - Fall  
  - Winter  
  - Spring  
  - Summer  
- Reason for leave (ATTACH ADDITIONAL INFORMATION ON A SEPARATE PAGE IF ADDITIONAL SPACE IS REQUIRED):
Outside Professional Activities
Conflict of Commitment: Faculty Time and Money

- Principle: all professional activity on behalf of the University (i.e., 100% time and effort)
  - Limited outside activity allowed, must be reported
- APM 671 – Outside Professional Activities & Conflict of Commitment
  - Annual report of compensated outside professional activities for all faculty
    - Time commitment (not income)
    - NOTE: APM 025 for non HSCP faculty
  - Category I and II activities only
    - I: COC likely - require prior approval (eg, paid positions)
    - II: COC unlikely - allowed without approval (eg, expert testimony, boards, consulting)
    - III: integral to academic work - not reported (eg, editor, conferences, honoraria, professional society)
    - 48 day limit for FY faculty (+ vacation)
HSCP Reporting Form

ANNUAL HEALTH SCIENCES COMPENSATION PLAN REPORTING FORM
FOR CATEGORY I & II COMPENSATED OUTSIDE PROFESSIONAL ACTIVITIES
Fiscal Year Ending June 30, __________

In accordance with APM - 671, all Compensation Plan participants are required to complete this form not later than __________

<table>
<thead>
<tr>
<th>Faculty Member Name (Print)</th>
<th>Academic Title</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<th>Category I or II</th>
<th># of Days</th>
<th>Name of Outside Entity</th>
<th>Description of Services Provided</th>
<th>Role (e.g., consultant, speaker, employee, shareholder)</th>
<th>Compensation Dollars in Thousands</th>
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<td>Income earned did not exceed the threshold</td>
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Total # Days

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<th>Total income earned $</th>
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☐ I did not engage in Category I or II activities during the reporting period.
☐ Total income earned did not exceed the earnings threshold.

I certify that I have complied with the provisions of the University of California Health Sciences Compensation Plan, the School of _________ Health Sciences Compensation Plan Implementation Procedures, and my departmental guidelines for the Plan regarding limitations on the retention of earnings, and time spent in Outside Professional Activities.

Faculty Member Signature ___________________________ Date ___________

The department chair's signature affirms the form was received and reviewed. Corrective actions should be implemented for time reports (days) that are above the annual limit and for unapproved Category I activities.

Department Chair Signature ___________________________ Date ___________

N.B.: Information disclosed herein is a public record under the California Public Records Act.
Prior Approval Form for Outside Activities (CAT 1)

GENERAL UNIVERSITY POLICY REGARDING ACADEMIC APPOINTEES
Conflict of Commitment and Outside Activities of Faculty Members

PRIOR APPROVAL FORM
FOR OUTSIDE ACTIVITIES (CATEGORY I)

Name: ___________________________ Faculty Title: ___________________________
Last               First                M.I.

Department: ___________________________ Academic- or Fiscal-Year Appointment:_________________________

College/School: ___________________________

For each Category I outside professional activity in which you wish to engage in outside professional activities, answer the following questions. Attach separate sheets, if necessary.

Type of activity in which you will be involved:
Category I Activities
Executive/managerial role: ___________________________
Outside teaching or research activity: ___________________________

Salaried employee: ___________________________
Other potential conflict of commitment: ___________________________

General description of the business/agency/organization/group/individual: ___________________________

Activities/products/services of entity described above: ___________________________

Nature of your relationship to entity named above (check all that apply):
Founder/co-founder: ___________________________
Owner: ___________________________
Consultant: ___________________________
Board member: ___________________________
Salaried employee: ___________________________
Stockholder/partnership interest: ___________________________
Equity/royalty interest: ___________________________
Other, please explain: ___________________________

Description of the nature of your participation in this activity, including, if you wish, possible beneficial outcomes to areas of research, industry, and public service:

______________________________

Beginning/ending month/year you could be involved in this activity: ___________________________

Fiscal year(s) for which seeking approval: ___________________________ (Approvals are generally for one fiscal year but may be granted for a longer term not to exceed five years. Compliance reports must be submitted annually.)

Estimated number of days of involvement during academic- or fiscal-year appointment: ___________________________

Will you be requesting a full- or part-time leave without pay while engaged in this activity? ___________________________

Approval granted through fiscal year ending June 30, ___________________________

Request denied: ___________________________
Outside Professional Activities
Conflict of Commitment: Faculty Time and Money

• Principle: member of HS Comp Plan, must be in good standing to engage in outside activity

• APM 670 – Health Sciences Compensation Plan (HSCP)
  • Rules governing salary components, negotiation, good standing criteria, retention of outside income
  • May retain greater of 1) $40,000 or 2) 40% of base (X: scale 0) salary
  • Any additional income must pass through HSCP
  • Department specific implementation and good-standing criteria
  • Transparency in finance and salary negotiation procedures
  • Good standing: adhere to Faculty Code of Conduct and other UC rules and regulations
The Office of Faculty Affairs
Facilitating Faculty Success through professional development activities, leadership training, and mentorship

Vivian Reznik, MD, MPH
Assistant Vice Chancellor
Health Sciences Faculty Affairs
Professor of Pediatrics and Family Medicine & Public Health

JoAnn Trejo, PhD, MBA
Associate Dean
Health Sciences Faculty Affairs
Professor of Pharmacology

Contact Us: HSFacAffairs@ucsd.edu | hsfacultyaffairs.ucsd.edu
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Name</th>
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<tbody>
<tr>
<td>September 14, 2017</td>
<td>New Health Sciences Faculty Orientation</td>
</tr>
<tr>
<td>October 10, 2017</td>
<td>Getting Promoted for Health Sciences Mid-Career Faculty</td>
</tr>
<tr>
<td>October 19, 2017</td>
<td>Fidelity: Explore Your Retirement Benefits &amp; Fidelity Options For new, existing, and exiting faculty</td>
</tr>
<tr>
<td>November 9, 2017</td>
<td>Women in Health Sciences (WIHS) Fall Reception Family-Flexible Policies to Enhance Academic Careers in Health Sciences</td>
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<tr>
<td>January TBA, 2018</td>
<td>Getting Promoted for Health Sciences Junior Faculty</td>
</tr>
<tr>
<td>February 22, 2018</td>
<td>Hiring Staff in Academic Medicine</td>
</tr>
<tr>
<td>March 21, 2018</td>
<td>UC Retirement Preparing for and actualizing your retirement</td>
</tr>
<tr>
<td>April TBA, 2018</td>
<td>UC San Diego Health Sciences Compensation: The ABCs of XYZ</td>
</tr>
<tr>
<td>Spring TBA, 2018</td>
<td>Research Space Allocation for Health Sciences Faculty</td>
</tr>
<tr>
<td>May 10, 2018</td>
<td>6th Annual Celebration of UC San Diego Health Sciences New Women Faculty</td>
</tr>
</tbody>
</table>
An annual junior faculty leadership development program

Seven month program begins late January through June 2018
  - 17 workshops every Friday morning from 8:30AM – 12:00PM
  - Each participant is paired with a senior faculty mentor to work on a professional development project

Call for applications opens on Monday, October 2\textsuperscript{nd} and will close on Tuesday, October 31\textsuperscript{st} at 5:00PM

Announcements will be sent to eligible faculty via email
## New Career Development Programs | Health Sciences Office of Faculty Affairs

Professional Development Programs, AY 2017 - 2018

<table>
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<tr>
<th>Date</th>
<th>Event Name</th>
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| **September 1 – 29, 2017** | Hispanic Center of Excellence (HCOE) URM Faculty Development Program  
*Accepting Applications* |
| **October 6, 2017** | Mentoring Up for NCLAM Alumni Junior Faculty                                 |
| **November 2 & 3, 2017** | Health Sciences Faculty Mentor Training Program (FMTP)                       |
| **Spring TBA, 2018** | Grant Writing Course for Health Sciences Junior Faculty (GWC)                |
| **Spring TBA, 2018** | Cultivating a Culture of Respect in the Academic Environment Workshop  
*Collaboration with Physician Assessment and Clinical Education (PACE) Program* |
Important Health Sciences Contact Information

- **Office of Academic Affairs**
  t 619-543-2021
  vhsasa@ucsd.edu

- **Academic Resource Center**
  t 619-543-2222
  arcrequest@ucsd.edu
  arc.ucsd.edu

- **Office of Compliance**
  t 858-657-7487
  hscomply@ucsd.edu

- **Office of Faculty Affairs**
  t 619-543-3274
  hsfacaffairs@ucsd.edu
  hsfacultyaffairs.ucsd.edu
Questions?