Dr. Trauner called the meeting of the Faculty Council to order at 4:30 p.m.

Minutes of the May 14, 2003 were approved.

CHAIR ANNOUNCEMENTS

Dates were discussed for the next General Faculty Meeting. As there was no clear preference for either August 5 or August 12, 2003, the decision was left to Chair Igor Grant. (Please note: August 12 has since been confirmed)

HEALTH SCIENCES RETIREMENT
Dr. Trauner reported that UCSD’s University Committee on Faculty Welfare (UCFW) reviewed the Health Sciences retirement proposals. UCFW’s response consisted of a review of each plan that could only be construed as “not in favor” and a proposal of an additional plan that was not acceptable to those members of the SOM faculty who have reviewed it.

Discussion and Action
There was considerable discussion, however it became clear that not all members understand the original proposals, or the new proposal, to the degree they would like. Faculty Council agreed to invite Dr. Mendoza to return and explain things further.

UC POST DOCTORAL SCHOLARS POLICY
The new policy was distributed and discussed. The main points are:

1. There is a 5-year maximum limit on people serving as Post Doctoral Scholars (post doc). There has always been a 5-year limit, but that was up to each school. Now this will be strictly enforced. The theory is not to keep people as post docs indefinitely. Instead they need to move into other series.
2. A minimum salary scale has been established
3. A specific benefits package will be in place beginning next year. This will be a separate package for post docs. It specifies there is no vacation time, but that post docs can take leave without pay.
4. All post docs are now entitled to a written report on the quality of their work
5. There is a formal grievance process now.
**Discussion**

Dean for Scientific Affairs Dr. Jack Dixon said he felt this was a very good idea overall, but that we would need some flexibility in enforcing the details during the first three years to allow for handling specific unusual cases during transition. He also said this policy does not address some other real concerns. He suggested several ways to improve the post doc experience at UCSD including job fairs, programs to teach post docs how to get a good job, grant writing, etc.

The question of who will track all of this was raised. Academic Affairs will continue to track this. The Academic Affairs organization has been flexible in the past and has occasionally waived the 5-year limit when they felt it was in the best interests of the individual post doc. The new policy requires Vice Chancellor Attiyeh’s involvement in the decision process. The hope is that Dr. Attiyeh’s office will be flexible when appropriate. The need to make the post doc experience on our campus even better was stressed again.

A concern was raised about the lack of vacation time, however it was stated that the post docs who have reviewed it seem very pleased with the new policy.

**PUBLIC ACCESS TO YOUR RECORDS**

Julie Conner, Associate Campus Counsel and Linda Maczko, Information Practices Act Coordinator made a presentation to Faculty Council. They started from “which of your documents can you expect to have show up in the newspaper!” The basic deciding factor is that, as we are a State-funded organization, anyone has the right to see all documents on which the University bases its decisions. They stressed that all things are documents; basically anything someone submits to us and that anyone on campus maintains, is subject to this criterion. If you file the document, it is subject to the public records act.

There are 27 exemptions that can result in the University declining to release a document. These include privacy, trade/proprietary, and a firm belief that release of the document would not be in the best interests of the public. Also, it is only necessary to release that which is definite. Information used to arrive at a definite conclusion would have to be released, however that which is not confirmed could be redacted out of the documents.

**Discussion**

Q: What about minutes of meetings?
A: Minutes should be the documentation of results and the process should be as non-personal as possible.

Q: Would drafts of documents have to be released?
A: Only if you keep them. Once a document is final, it is recommended that you eliminate all of your drafts, including removing them from your both your office computer and, if you ever worked on it from home, your home computer.
recent case established that, if you do business from home, your personal email
could be subpoenaed and subject to release.

Much of the University’s business is protect-able. Faculty and staff need to be
trained so they can take the appropriate precautions. As an example, when
interviewing a candidate, write down what the person said, not what you thought
of the person. Always remain objective in anything you write.

**Action**
Faculty council decided this presentation should be made at the next General
Faculty Meeting.

**MAS, “LEADERSHIP OF HEALTHCARE ORGANIZATIONS”**
Dr. Mittman made a presentation about this MAS, which was the first such
program. It was launched for adult students, and to equip clinicians with
management knowledge. The program has graduated seven students to date,
and has another 36 in the program at this time. Dr. Mittman provided a
description of the program and mentioned that it is financially self-sufficient.
There is a plan to integrate this program with the new School of Management.

**Action**
As per the new bylaws, this program will now be presented to Graduate
Programs Education Committee, which will report to the Committee on
Educational Policy (CEP). When CEP is satisfied, they will present their results
to Faculty Council for its final endorsement.

**COMMITTEE REPORTS**

**BYLAWS COMMITTEE**
Dr. Frank Powell presented the final draft of the Bylaws for both Health
Sciences Faculty and SOM Faculty. A small number of remaining
questions were discussed and resolved by the Council. These bylaws are
now ready for the vote of the full Faculty. Dr Powell is still determining
what Academic Senate involvement may be necessary. At this time it
appears that the Senate will need to approve our new Bylaws, but only
after the Faculty vote.

**NOMINATING COMMITTEE**
Dr. James Feramisco discussed the work of the committee. There is a
great deal of interest in serving on Faculty Council in the next few years.
All election slots have been filled except for Vice Chair/Chair Elect. He
presented the election slate. There was general approval of the election
slate, however the Vice Chair position required another candidate.
Therefore, as the appointment slates are still in the works as well, the
committee will continue working on both slates.
**Action**

It was agreed that, as soon as the Committee can complete both the election and appointment slates, the slates would be distributed to Faculty Council via email. Faculty Council will be given a short turnaround time (one week) to respond. Assuming there is no negative feedback, the elections process will begin at that time.

**SOM/CAP**

Dr. Mark Sawyer made a preliminary report on the Review of APMs 278, 279, 210-6, 133-0 Clinical Professor Series. The intention is to simplify and the voluntary faculty criteria and set up a structure that will permit SOM/CAP to review files more easily. The change will standardize the method for moving between various series. As it stands now, the method is not the same for all series. Academic Affairs has submitted a response and Dr. Sawyer will obtain a copy of this response prior to the next meeting.

**FACULTY COUNCIL WEBSITE**

Patrice Lock reported that the website is progressing and announced there will be a Faculty Council internet address on the site that will permit faculty and others to communicate with the Council.

The meeting adjourned at 6:30 p.m.

The July meeting of the Faculty Council (July 9, 2003) has been canceled.

The next meeting of the Faculty Council will be

**Wednesday, August 6, 2003 at 4:30 p.m.**

Dean’s Large Conference Room.

The next **GENERAL FACULTY MEETING** will be

**Tuesday, August 12, 2003 at 5:00 p.m.**

Liebow Auditorium, Basic Science Building, 2nd Floor
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