

An Insider's Guide to Advancement and Promotion at UCSF

Thursday, October 23, 2008 /1-3 p.m.

FACILITATOR

Sally Marshall, PhD

Vice Provost
Academic Affairs,
Faculty Development and Advancement
Chair, Chancellor's Council on
Faculty Life (CCFL)

PANELISTS

Brian Alldredge, PharmD

Associate Dean
Academic Affairs
School of Pharmacy

Caroline Damsky, PhD

Associate Dean
Academic Affairs
School of Dentistry

PANELISTS

Donna Ferriero, MD

Vice Dean
Academic Affairs
School of Medicine

Christine Miaskowski, RN, PhD, FAAN

Associate Dean
Academic Affairs
School of Nursing

Renee Navarro, MD, PharmD

Associate Dean
Academic Affairs
School of Medicine

Chancellor's Council on Faculty Life (CCFL) Faculty Development Program Upcoming Events

**Managing conflict
March 2009**

**Time management
Summer 2009**

For more information, visit <http://academicaffairs.ucsf.edu/>

INTRODUCING a new series sponsored by the Chancellor's Council on Faculty Life (CCFL): Wellness Grand Rounds. Wellness Grand Rounds consists of lectures and/or workshops and is one of CCFL's initiatives to create a supportive work environment for faculty. Some lectures will introduce faculty to wellness-oriented programs. For additional information please contact Melanie Fisch at 415/514-0421 or melanie.fisch@ucsf.edu.

Wednesday, September 17, 2008, Noon-1:00 pm, HSW 302 Parnassus
Simulcast to 600 16th Street, Genentech Hall, Room S 261

Why Zebras Don't Get Ulcers and Faculty Do: Stress and Health

Robert M. Sapolsky, PhD

*John A. and Cynthia Fry Gunn Professor, Dept. of Biological Sciences,
Stanford University Depts. of Neurology and Neurological Sciences and of Neurosurgery*



Stanford News Services

Acclaimed neuroscientist and author Dr. Robert Sapolsky will lecture on understanding the adaptive physiological benefits of activating the stress-response in reaction to short-term physical stressors. The mechanisms by which the stress-response, if activated chronically for psychogenic stress, can increase the risk of disease will also be discussed, as well as the broad features of successful stress management. All faculty will benefit from this dynamic lecture.

Wednesday, January 21, 2009
Noon-1:00 pm
Room TBA, Parnassus

Mindfulness and Well-Being

Kevin Barrows, MD

*UCSF Health Sciences
Assistant Clinical
Professor of Family and
Community Medicine and
Director of Mindfulness
Programs, UCSF Osher
Center for Integrative
Medicine*



Wednesday, October 1, 2008, 12:15-1:15 pm, HSW 302, Parnassus

Retraining the Brain for Resiliency and Joy

Laurel Mellin, MA, RD

Director, Developmental Skills Training Center for Excellence, UCSF Center for Health and Community and UCSF Associate Clinical Professor of Family and Community Medicine and Pediatrics



Laurel Mellin introduces a novel intervention, Developmental Skills Training (DST), that provides faculty with practical tools to "flip the switch" from stress to positive emotional states. Repeated experience in using the tools retrains the brain for resiliency and high-level well-being. Developed at UCSF, the DST method is based on an integration of neuroscience and attachment theory and is used nationwide. The scientific basis of this method will be discussed. In addition, an overview of the DST 5-point system for stress management and improved communication with students, colleagues and patients will be presented. Six-week courses on the method will be offered to faculty this fall through the CCFL. Registration and schedule are available on the Academic Affairs website at <http://academicaffairs.ucsf.edu>.

Wednesday, April 22, 2009
Noon-1:00 pm
Room TBA, Parnassus

Healthy Aging for the Health Professional

Donald Abrams, MD

*UCSF Professor of Clinical
Medicine and Osher
Foundation Endowed
Chair in Clinical Programs
in Integrative Medicine*



UNIVERSITY OF CALIFORNIA, SAN FRANCISCO
Office of Academic Affairs and Faculty Development and Advancement

CHANCELLOR'S COUNCIL ON *Faculty Life*

Wellness Grand Rounds

First Stop – Advancement and Promotion Academic Affairs Website

<http://academicaffairs.ucsf.edu/>

Serving the UCSF Academic Community

Resources for: Researchers, Educators, Clinicians, Leaders, **Academic Personnel**

Popular topics: Appointment/Advancement, Bay Area Living, Benefits, Diversity, Faculty Mentoring, Financial Planning, Governance, Handbook, New Faculty Info, Problem Resolution, University Life, Workplace Conduct

Lifeline: Urgent Issues: Impairment, Improper Conduct, Suicide Prevention, Threats, Whistleblower

CCFL activities: Welcoming, Leadership, Mentoring, Faculty Development, Faculty Enrichment

Academic Personnel – right tab – green Links to APM, all policies and forms

San Francisco Campus
(ALL COPIES OF THIS FORM MUST BE SUBMITTED ON YELLOW PAPER)
SUMMARY OF PROMOTION RECOMMENDATION

School	Home Dept	Effective Date		
Additional Appointments				
Name				
Present Title and Step (Rank and Series)				
Percent Time	Compensation Type i.e., FY, HSCP, O/S	Base Salary		
Years at Rank	Years at Step			
Proposed Promotion	<input type="checkbox"/> Normal <input type="checkbox"/> Accelerated by Year(s) <input type="checkbox"/> Decelerated by Year(s)			
Proposed Rank and Step				
Percent Time	Compensation Type i.e., FY, HSCP, O/S	Base Salary		
RECOMMENDATIONS: (must be separately documented and attached) <small>Sign and Date in Appropriate Column</small>				
	APPROVE	DISAPPROVE	OTHER	DATE
DEPT CHAIR				
DEAN				
AD HOC				
CAP				
VPAA				

7/07

Dossier Checklists

- [Attachment A](#)
- [Ladder, In Residence, Clinical X](#)
- [Acting Appointments](#)
- [Health Sciences Clinical \(Salaried\)](#)
- [Adjunct](#)
- [Clinical WOS -- Volunteer](#)
- [Emeritus, Recall, Post Retirement](#)
- [Professional Research](#)
- [Specialist](#)
- [Academic Coordinator](#)
- [Academic Administrator](#)
- [Five-Year Review](#)
- [Career Review](#)
- [Visiting Professors and Visiting Professional Researchers](#)

Official Policies

- UCSF

Policies

<http://academicaffairs.ucsf.edu/acapers/policies.php>

- UC system

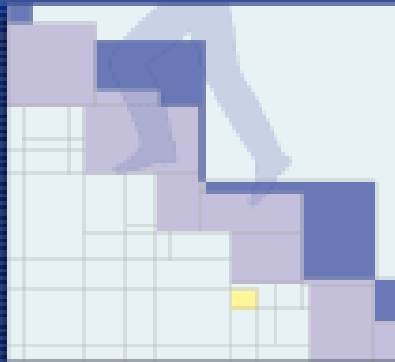
Academic Personnel Manual

<http://www.ucop.edu/acadadv/acadpers/apm/welcome.html>



A Faculty Handbook For Success

Advancement and Promotion at UCSF



<http://www.ucsf.edu/senate/facultyhandbook/index.html>

People

Department

Mentor, Chair

Academic Personnel Analyst

School

Vice/Associate Dean for Academic Affairs

Dentistry – Caroline Damsky

Medicine – Donna Ferriero, Renee Binder,
Renee Navarro

Nursing – Christine Miaskowski, Zina Mirsky

Pharmacy – Brian Alldredge

Campus

Vice Provost, Academic Affairs – Sally Marshall

Director, Academic Personnel – Cynthia Lynch Leathers

Details all faculty should know

- Series, rank, step
- Salary, covered compensation, sources of \$, comp plan
- Responsibilities
 - % time research – protected time
 - % teaching, % clinical practice
 - Service required
- Support
 - Space
 - Mentoring
 - Equipment, facilities for research
 - Administrative/clerical support
 - Benefits, parking

UCSF Faculty Appointments

- **Series**
 - 5 - UC is different from most universities
- **Rank**
 - Assistant, Associate, Professor
- **Step**
 - Assistant I to VI
 - Associate I to V
 - Professor I to IX and Above Scale
 - 21 total levels

UCSF Faculty Series (paid)

- **Academic Senate members**
 - Professor – ladder rank – tenure track
 - Professor In Residence
 - Professor of Clinical X
- **Non-Senate**
 - Adjunct Professor
 - Health Sciences Clinical Professor
- (Non-faculty academic)
 - (Research Scientist)

Academic Senate Membership

- Shared governance is real at UCSF
 - Administration and faculty
- Serve on Academic Senate committees
 - APB, P&T, CAP, Research, Fac Welfare, etc
- Vote
- Home loans
- Prestige

What is expected

	Professor	In Residence	Clinical X	Adjunct	HS Clinical
Teaching/ mentoring	+++	+++	+++	+*	+++
Research/ Creative work	+++	+++	++	+++*	+
Professional competence	+++	+++	+++	+*	+++
Service	+++	+++	+++	+*	++

* One or more components must be +++

Rules and Privileges

	Professor	In Residence	Clinical X	Adjunct	HS Clinical
Tenure/length of Appointment	Yes	Varies*	Yearly	Yearly	Yearly
Senate member	Yes	Yes	Yes	No	No
Sabbatical/ Professional leave	Yes	Yes**	Yes**	No	No
Appraisal	Yes	Yes	Yes	On request	On request
8 year rule	Yes	Yes	Yes	No***	No***
% time	100	100	100	Any	Any

* appointed without end date at Assoc/Prof level, no tenure

** professional leave possible

*** no 8 year rule at UCSF, but applies to other campuses

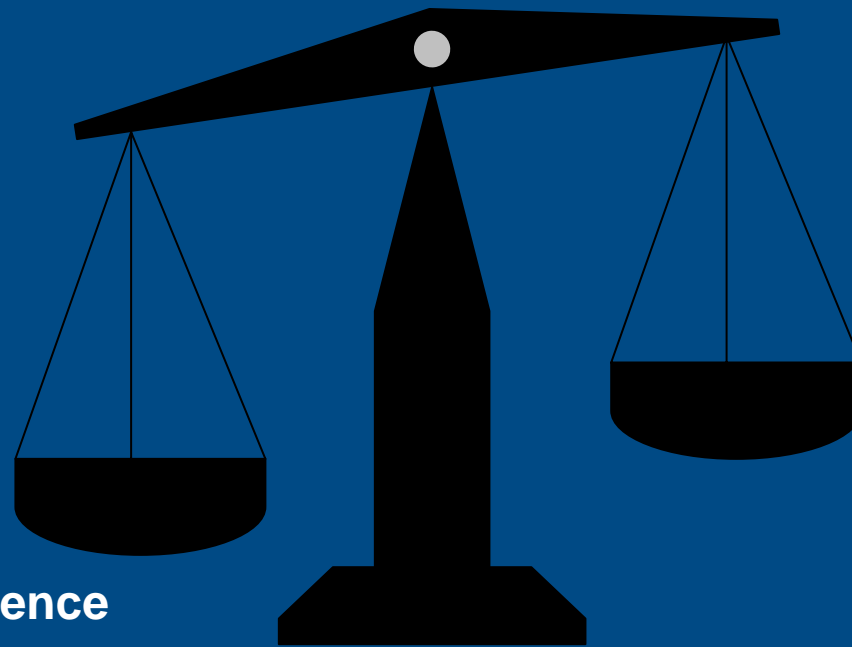
LADDER RANK and IN-RESIDENCE SERIES



Contribute with distinction in

- Teaching**
- Research**
- Professional competence (clinical if applicable)**
- Service (University, professional, public)**

CLINICAL X SERIES

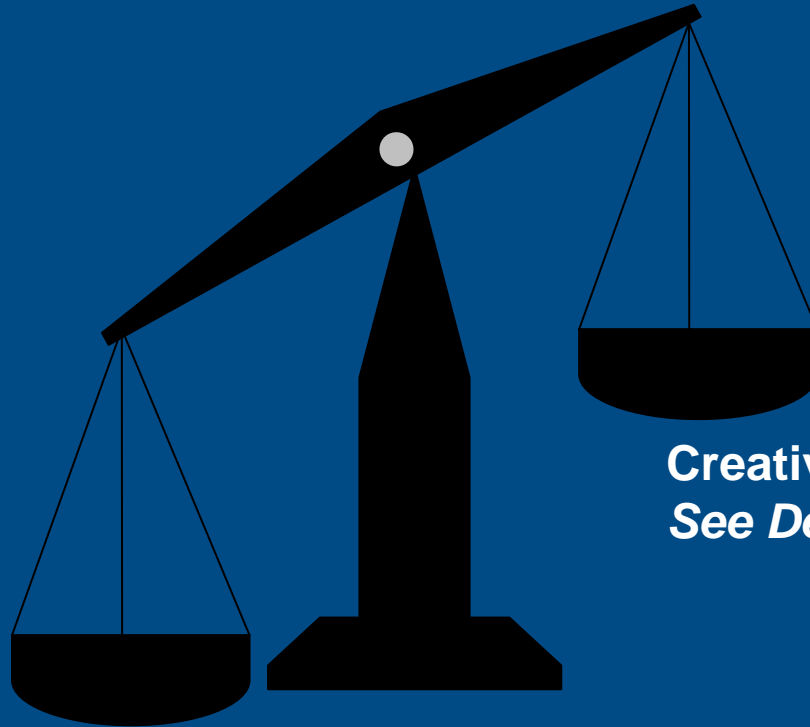


Outstanding

- **Clinical competence**
- **Teaching**
- **Service**

**Research /
Creative Activity**

HEALTH SCIENCES CLINICAL SERIES



Outstanding

- **Clinical competence**
- **Teaching**
- **Service**

Creative activity “encouraged”
See *Departmental Guidelines*

ADJUNCT SERIES



Research

Teaching

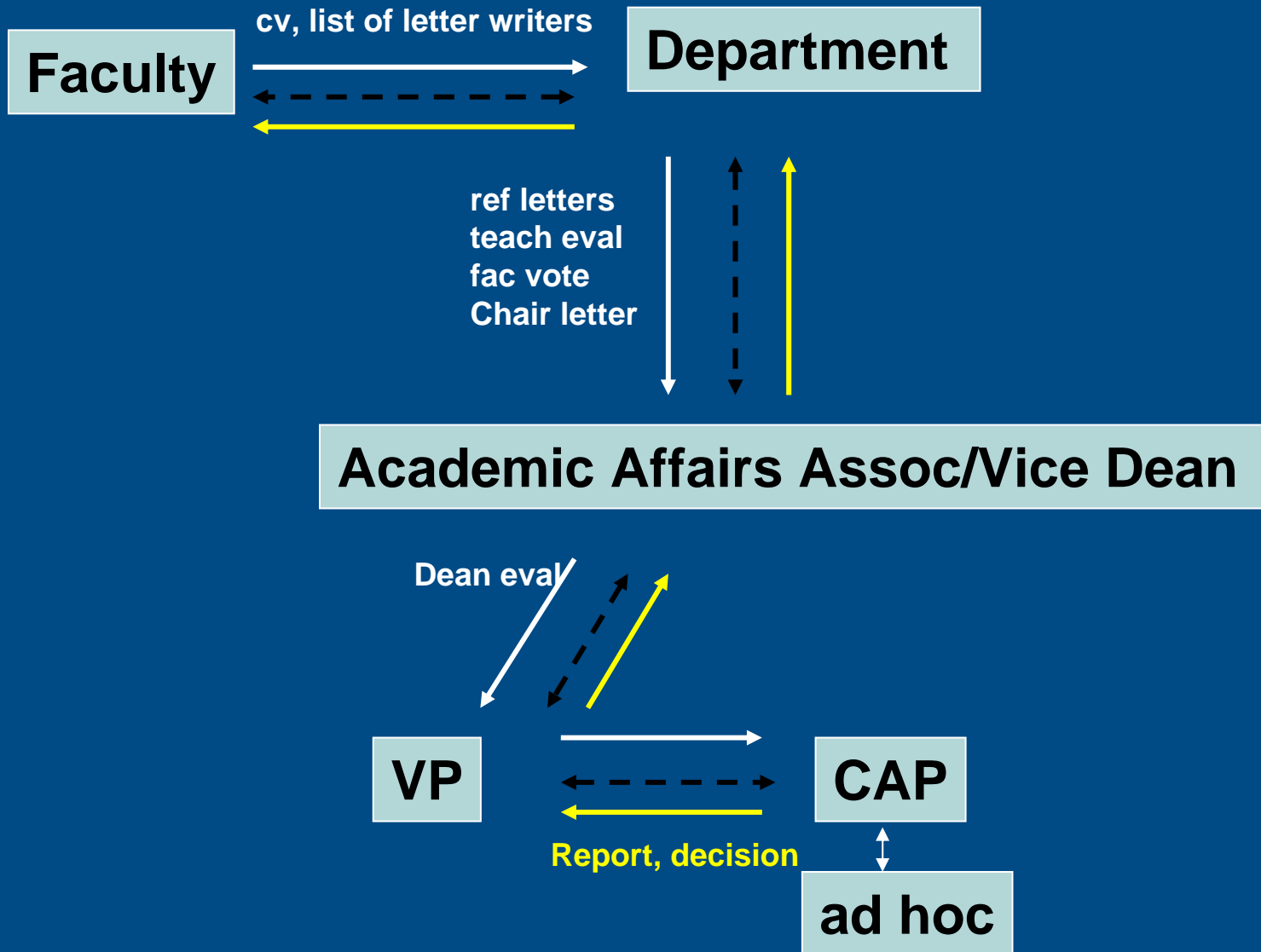
OR

Teaching



Research

Academic Personnel Review



Guidelines for acceleration

- Exceptional performance in one area
 - Prestigious competitive grant
 - Professional service award
 - Sustained level of outstanding achievement
 - Unusual productivity
 - Extraordinary service – administrative, innovative program
- Meet all other expectations for action
- Retention strategy

Recognition for administrative work

- Department chair – APM 245
- “Academic leadership is... academic activity”
- Reduced time for teaching/research
- Must have some scholarly activity
- Up to Professor Step V

Questions for panelists?