

RESEARCH ADVISORY BOARD (RAB)

March 7, 2016

8:30-10am

Medical Sciences Building, Chancellors Conference Room S-118

Attendees: Pam Den Besten, Clarice Estrada, MC Gaisbauer, Jean Jones, Jim Kiriakis, Mounira Kenaani, Steven Lazarus, Wallace Marshall, Suzanne Murphy, Michael Nordberg, Christine Razler, Elizabeth Sinclair, Brian Smith, James Sorensen, Winona Ward

On the phone: Georgina Lopez, Matt Springer

Not here: Chip Chambers, Jane Czech, John Ellis, Jennifer Grandis, Xiao Hu, Vanessa Jacoby, Gretchen Kiser, Irene McGlynn, Synthia Mellon, Teresa Moeller, Thomas Neylan, Feroz Papa, Theresa O'Lonergan, Nirao Shah, Paul Volberding

Guests: Chuck Green, Esther Carter

Postdoc Contract & Salary Levels Update, Esther Carter

See PowerPoint presentation attached

- UC Post docs scholars are unionized and covered by United Auto Workers (UAW), the UC is currently in the 2nd contact negotiation since they unionized. The negotiation period was from May 2016-September 30th, 2016

Questions/Comments:

- Is there a time limit on part time exception status?
 - We are seeking clarification
- How do set appointment times work in terms of 3252 Reappointments of funding fluctuation?
 - We have a set of circumstances that allow for exception. Justification for the exceptions must be provided
- What about 2 year fellowships
 - This follows the funding agreements, we can reappoint based on that. If the faculty/PI is making efforts to get funding, you can make the 2nd year appointment. If you do not have the funding, you can do the removal process.
- Regarding the salary increase, there are challenges in that it came mid-year. Can the UC help blunt the impact?
 - This was discussed, it was a choice between higher salary verses overtime. Faculty can follow up with Dan Lowenstein with specific support requests.
- In the future, we need to have more communications when these sort of changes happen (especially for faculty/PI's/etc).
 - Managers were contacted, but we were still in negotiations and could not make final confirmation of number. We will work on this issue when the next contract is being negotiated.
 - Some did get direct contact, but the information was confusing. Need to provide overview of what direct impacts will be to individuals
- How do we determine appointment levels?
 - By the months of appointment
- For layoffs, do we have to get permission from the union, like with other contracts?
 - We do have to include them on the communications to HR

Next Steps:

- Please follow up with Esther with any specific questions, a Post Doc 101 Training will be provided

Mandatory Trainings Update, Louise Hendrickson

See PowerPoint presentation attached

- 1 UCSF UC Learning Center (UCLC) Research Related Mandatory Trainings (for research personnel) were identified and reviewed. 57 trainings remain on the master list. The trainings deleted were either duplicates, are no longer used/current, were not mandatory for research faculty.
- New Requirements for all Mandatory Campus Trainings
 - Legal or regulatory mandate as to why training is required
 - Needs policy, citation, link to regulatory website, etc.
 - May also include: Short explanation of agency/requirement/policy/law
 - Annual review of training
 - To ensure that there are no mistakes/typos/broken links within training
 - Use of UCSF Standard template / branding

- <http://identity.ucsf.edu/visual>
 - Progress to completion tool
 - Clear instructions at the beginning of the training for test out option(s), when allowed
 - Relevant audience specified in overview language
 - Contact person for updates / questions / corrections
- Process for Establishing New Trainings
 - An online form will be used to submit proposed trainings for approval.
 - Proposals will be reviewed, prepared for discussion and provided to the Research Advisory Board (RAB) Training Review Subcommittee (to be formed) for suggested edits & approval.
 - Once approved, the training will be posted on the UCLC site and any outdated/redundant trainings will be removed.

Questions/Comments:

- When will training information be available in My Access?
 - Later this year
- Are new faculty able to take the trainings before officially starting?
 - It is currently a closed system as we need a means to verify who is taking the training and if it is appropriate, can have further discussions about addressing this.
- For the EH&S trainings, the various safety committees will now be reviewing all relevant trainings

Next Steps:

- We will be creating a RAB Training Review Subcommittee, Louise Hendrickson will send a reminder to the board for people to volunteer or recommend individuals.
 - Current volunteers: Brian Smith, Chuck Green, Elizabeth Sinclair

Research Supply Chain Management Advisory Group Update, Brian Smith

- There was excitement and engagement and an openness with the group
- Topics covered included the CCF closure, Chemical Management, Sample Storage and procurement/purchasing/BearBuy operations.
- Each topic will be meeting as subgroups to dive deeper and gather additional information
- The subgroups will meet once a month with rotating topics as issues and opportunities present themselves.

Next Steps:

- None specifically noted