

# REPORT OF UCSF IN-RESIDENCE TASK FORCE February 19, 1999

The charge to the UCSF Task Force on In-Residence faculty was to follow-up on recommendations that were made for changes to the In-Residence series. First, we reviewed faculty distribution and demographics of the In-Residence faculty on the UCSF campus. Next, we reviewed the UCAP Report on In-Residence faculty and the subsequent Report issued by the Office of the President indicating areas of agreement, possible compromise and significant disagreement. The topics outlined in the Report were categorized according to (I) information and recruitment issues, (II) indefinite appointment, (III) the termination process and (IV) campus contingency fund. This report will address these topics sequentially.

## **I. Information and Recruitment Issues**

The Task Force reaffirms existing policy that a full search be conducted for all In-Residence appointments. Any exception to this rule must be approved by the Dean with the concurrence of the Chancellor.

The Task Force reviewed materials that are distributed to new appointees in the In-Residence series from the Office of the Associate Vice Chancellor, Academic Affairs. Before and during the hiring process information distributed to candidates was inconsistent among departments /schools and there was no formal monitoring at the level of the Dean's offices. Therefore, the Task Force developed the following statement to be distributed before the hire that summarizes important information about the in-Residence series and provides resources for further information:

### PROFESSOR IN-RESIDENCE SERIES AT UCSF

Since traditional formulas for funding faculty positions limited the University's ability to maintain existing programs and to develop new ones, the State agreed that the University could implement a faculty series that has academic equivalency to the tenure-track series with minimal use of state funding. The In-Residence faculty series was developed to fulfill this need. These faculty are a highly valued component of our faculty, but there are some distinct differences between this series and the tenure-track series. Important elements of the In-Residence series are highlighted below.

#### **GENERAL**

Faculty in the In-Residence series do not have tenure.

Appointees must either be full-time or under exceptional circumstances and with justification be certified that their sole professional commitment is to the University.

Generally, appointees must generate the funding for their salary from contracts and grants, and/or clinical activities, or receive a salary from an affiliated institution.

Appointees are reviewed for appointment and advancement based on four criteria: teaching, research and creative work, professional competence and activity, and University and Public Service. (APM 270-10)

Appointees are not eligible for sabbatical leaves, but are eligible for professional development leaves that can be negotiated with the department chair.

Appointees are members of the Academic Senate.

The University of California has a thorough, multi-level peer review system to maintain its excellent faculty. This review system continues throughout the career of a faculty member. Each appointee is evaluated for advancement at each rank and step.

Appointments are made at a given rank (e.g., Assistant, Associate) and step (e.g., Assistant Professor in Residence Step I, Associate Professor in Residence Step III). The rank and step are based on the candidate's qualifications, training and experience.

#### ASSISTANT PROFESSOR IN RESIDENCE

There is an eight-year limitation of appointment at this rank either alone or in combination with specific titles (APM 133-0-a).

An appointment at the Assistant rank is given with a specific ending date. Additional notice of the ending of the appointment is not required, although campus policy is that a reasonable period of notice be given prior to termination. (APM 270-20-a(l)(a)).

Advancement is based on merit, as described above; eligibility for merit increase normally occurs every two years.

#### ASSOCIATE PROFESSOR IN RESIDENCE AND PROFESSOR IN RESIDENCE

Appointments at these levels shall be made with no specific ending date. Appointment is contingent upon continuation of funding. This appointment may be converted to one with an ending date as a result of budgetary reasons, programmatic reasons, and/or lack of work. Advancement is based on merit with periodic reviews occurring every two to three years depending on rank and step.

Major advancement reviews occur at time of promotion to the Associate level, Full Professor level and advancement from Professor in Residence Step V to Step VI and from Step VIII to Above-Scale.

Resources: The Department Chairperson is the best initial resource for a faculty member. The Academic Personnel Manual (APM) and the University of California Faculty Handbook are available on the web at [www.ucop.edu/acadadv/acadpers/apm/](http://www.ucop.edu/acadadv/acadpers/apm/).

## **II. Indefinite Appointment**

UCSF will support implementation of appointments with indefinite end dates for In-Residence faculty at the Associate Professor and full Professor ranks, provided that at the time of appointment there is an explicit understanding that the second paragraph of Academic Personnel Manual 270-20 a.(2)(a) refers to funds generated by the individual through grants, clinical earnings and/or other sources and does not involve departmental or divisional support, unless explicitly committed in a formal letter of agreement from the Department Chair or Dean.

## **III. The Termination Process**

The University permits appointments at the level of Associate Professor in Residence or Professor in Residence to be made with a specific ending date or with no specific ending date. Most of these appointments at UCSF have a reasonable expectation of long-term funding and as of July 1, 2000 will be made without specific ending dates. Except in instances of resignation or dismissal for good cause, termination of an appointment with no specific ending date is subject to the following:



