

**School of Pharmacy**  
**Compensation Plan Advisory Committee Meeting**  
**Wednesday, Nov. 16, 2016**  
**12:30 – 2:00pm**  
**Mission Bay - Mission Hall MH-1109**

**Present:**

Tom Kearney (Chair) / CP (present)  
Adam Abate / BTS (absent)  
Patricia Babbitt / BTS (remote)  
Kirsten Balano / CP (present)  
Pam England / PC (present)  
Michael Grabe / PC (present)  
Tiffany Pon / CP (remote)  
Michelle King / DO - Admin. (present)  
Nancy Walters / DO - Director of Academic Personnel (present)

**Agenda:**

1. Welcome
2. Responsibilities of Advisory Committee (see attached)
3. Approval of Minutes from the May 16th , 2016 meeting (see attached)
4. Approval of the Annual Summary Report for 2015-2016 (see attached)
5. Compensation Plan FAQ (see attached)
6. Faculty Salary Report for 2016 (see attached)
7. Summary of faculty disclosures for Outside Professional Activities (2015-2016)
8. New/Old business
9. Next meeting

**Handouts:**

1. SOP Comp Plan Advisory Committee responsibilities with 2016-17 member list
2. Comp Plan Advisory Com Meeting Minutes May 16, 2016
3. Annual Summary Report for 2015-16
4. Comp Plan Brief
5. Faculty Salary Report for 2016

**Agenda:**

1. **Welcome** - Tom welcomed the group and went over the agenda, noting that we have two documents that we will need to approve and a slide deck that will be presented at the Full Faculty meeting on June 16<sup>th</sup> that includes a gender equity analysis and upcoming salary program. Tom wanted to get the committee's feedback on his presentation before finalizing it.
2. **Responsibilities of Advisory Committee (See handout #1: SOP Compensation Plan Advisory Committee)** – Tom reviewed the committee's charge and responsibilities, as well as the membership commitments & the current membership terms, and replacements. Reoccurring issues that are covered by this committee: APU (Academic Programmatic Units) assignments, also methods for getting faculty input for determining consistency with these procedures. The committee consists of a diversified group as possible, with equal representation from each of the departments, (and from many series and various ranks as possible). Disclosure from outside professional activities will be discussed today. This group is also part of the grievance process should an appeal take place. We need to approve and submit an annual Comp Plan summary report to the Dean and to the plan participants.

3. **Membership/replacements:** Are by appointment from Dean's Office or by faculty election. An e-vote was done in 2015 – half of the membership needed to be elected from the faculty, and the other half needs to be appointed from the Dean's Office. This next set of replacements will be by appointments. There is a two-term limit, but members can serve on the committee for two consecutive terms.
  - **Patsy Babbitt** (BTS) will be replaced by **Frank Szoka** (BTS). Patsy's term, which will end after this meeting and Frank, will be on board until end in June 2020.
  - **Pam England's** (PC) is on until 2018.
  - **Michael Grabe's** (PC) term ends July 2017, Ian Seiple (PC) will be taking Michael's place beginning in July 2017, and his term will end in June 2020.
  - **Kirsten Balano** (CP) is on until 2018.
  - **Tiffany Pon's** (CP) term is thru 2017 and she will be replaced by **Bani Tamraz** (CP) whose term begins in July 2017 and will end in June 2020.
  - **Adam Abate** (BTS) is being replaced by **Rada Savic** (BTS) effective Dec 2016. Rada will serve on the committee until spring 2018.
4. **Approval of Minutes from the May 16, 2016 meeting (See handout #2)** There were two deletions to the meeting minutes suggested and accepted by the committee. The Comp Plan Advisory Com Meeting Minutes May 16, 2016 were approved unanimously after these two changes were made. These minutes are important and required. We take excerpts from these minutes for the annual committee summary report that is presented to the Dean. The Campus performed an audit on the SOP Compensation Plan and requested the archived minutes of our committee meetings (which we were able to provide).
5. **Approval of the Required Annual Summary Report for 2015-2016 – (see handout #3)** The Committee's 2015-2016 Annual Report, (based on summarized meeting minutes from the previous year) was approved, with one amendment to the 6th sentence: "The estimated cost increase of \$434K that would be incurred included salary rate increases for "23 of the 80" faculty who are now below the scale 4 salary rate". This change will give a sense of what the proportion is. The report will be brought to the Dean, disseminated at the full faculty meeting, and will be posted to the Comp Plan website.

**Discussion of Salary Issues:** The probable upcoming (2017-18) salary program from the UCOP will be to increase the HSCP salary scale by 1.5%. This will cause a larger proportion of CP faculty to be without a Y salary component (which would increase the proportion of CP faculty without a Y to 30%). If the school were to change its APU to Scale 4 – paid faculty hired after **July 2016** are subject to the new retirement program and they will reach their UCRP cap (\$117 K) much earlier, at Associate Professor step 2. They also receive matching contributions beyond the UCRP cap as a component of a defined contribution plan. The previous retirement program had no cap for the covered salary. Y and Z salary components were never covered. Therefore, new faculty members are on a less generous retirement program and it is uncertain what impact that this will have on recruitment and retention of paid faculty. There is now a definite tier benefit difference between the new hires and the faculty hired before July 2016. Newly hired staff pharmacists at UCSF Medical Center have higher salaries than some of the full CP professors. The Institute of Neurodegenerative Diseases (IND) faculty is on an APU scale 4 and subject to their own compensation plan. There are faculty within the Department of PC that are part of IND and subject to their comp plan. This creates a variation when comparing faculty salaries within a Department since they may be under a different comp plans.

6. **SOP Compensation plan FAQ (handout #4)** The current version of the FAQ was reviewed and was created to help make the plan more comprehensible. This "living" document is posted on the [SOP Academic Affairs website](#). Please send any suggestions or comments to Tom or Nancy.  
**Disability Benefits - Comp Plan versus UC Disability Benefits:** The SOP Comp Plan has a very

generous disability provision of 6 months almost full salary for disability. A lively discussion on pros and cons of buying the new UC Voluntary Disability Insurance during the upcoming current Open Enrollment for 2017 (10/27/16 – 11/22/16), and this is your one-time opportunity to change or add coverage with no statement of health required. UC Short/Long Term Disability insurance changes took place. However, faculty may only want to buy the short-term disability plan if they anticipate, consecutive disabilities, such as Cancer treatments as it takes a while to re-accrue. Nancy could put together a FAQ sheet with these considerations: If you are a young faculty: encourage them to sign up for the long-term disability and once they are vested and are closer to retirement (eg at > 60 % of your covered salary) they may no longer need it. It was suggested that a disability (long and short term) benefits info. sheet for various tips (should I sign up for Short Term or Long Term disability? This is what you get through SOP...) for new and long time faculty, be sent out to faculty before Open Enrollment, every year, explaining the Comp Plan benefits and the UC disability benefits. Nancy will add this to the questions on the FAQ sheet. There were some changes for UC Disability benefits for 2017. Nancy asked Pamela Hayes for her letter that she had drafted and re-sent the letter to faculty on 11/17/2016.

**7. Faculty Salary Equity Review / Report for UCSF SOP 2016** (see attached)

Tom shared the report by sharing a “big picture” data graph of 2016 Faculty Salaries data comparison of by gender, rank and step. The salary review revealed a mix of gender imbalances - both male and female preferences – but our small sample size limited any statistical analyses as it’s underpowered and was often a one on one comparison between a female and male faculty member to control for rank and series. There is one physician outlier in BTS. This report now goes to a campus wide committee that reviews each school’s reports across UCSF, to determine if any inequities exist and an action plan to remedy. The campus review and analysis takes place Jan. 17 - March 17, 2017. On page 3 of the report – there is an executive summary with conclusions, pointing out for the basic science Departments, BTS & PC, to strive for more consistency in their formulas used for Y salary negotiations. There is a separate salary structure for Clinical versus Basic Science faculty. Basic Science Y salary component is based on grantsmanship, whereas Clinical faculty Y salaries are based more on the market place equity for practicing pharmacists. Tom will streamline this report and present the report at the next full faculty meeting. Discussion on faculty salary cap for retained income from Outside Professional Activities: If you project that you are going to exceed the limit (i.e. \$40K or 40 % of scale 0-whichever is greater) – you need prior approval – doesn’t mean that you can’t go over the cap – if you get the approval then that portion of the income has to be surrendered to the comp plan and is taxed at 10% (10% stays in the department, usually pays for the benefits cost) and then it’s paid back to the faculty member in a Z payment or they may choose to put into a faculty enrichment account (which must be submitted via an election form by May 31st of each fiscal year). While there is no cap on this income, the Department Chair is part of the pre-approval process to ensure there are no conflicts of commitment.

**8. Summary of faculty disclosures for Outside Professional Activities (2015-2016)**

We had a 100% adherence again – all faculty disclosed their OPA within the deadline. Tom shared a chart UCSF SOP OPA Overview July 2015 – June 2016 that showed aggregated income and time which was summarized by department. Collectively for the school, 42% of our faculty reported category 1 & 2 OPA activity with a total income amount of \$771K. Department chairs are reviewing this report and then they will need to complete a certification of compliance along with an action plan for any issues of concern. UCOP requires that we do this reconciliation. Given the constraints with our faculty salaries – we want to give some opportunity that faculty can be entrepreneurial with opportunities to enhance their income, but avoid conflicts of interest and commitment. It was suggested that faculty be able to view their previous year disclosures while completing the survey on Qualitrics, but Qualitrics may not be that flexible to allow population of that individual faculty data on subsequent surveys. Tom informed the group that if any faculty had questions whether an OPA was a category 1, 2 or 3, to please call or email him.

There was a suggestion to disclose category 3 activities (which are not currently required). Several faculty do Category 3 OPAs as a volunteer and some are paid for these activities. Would it be worthwhile to inquire whether faculty obtain compensation from these activities yes or no? Maybe include reword the question to determine how actively people seeking to supplement their income. Alternatively, maybe include category 3 where you do not have to disclose amounts, but we do want to know if they are doing it. Some faculty do a lot of committee work, some do not. Some faculty is good at doing some “heavy lifting” in their contributions to service. Service contributions are acknowledged during academic reviews for merits and promotions. Tom will raise this at a leadership meeting – how do you feel about doing this –however it is not an obligatory UCOP requirement within the APMs and our Com Plan, but we want to consider a change to include Category 3 OPAs in the survey and report for next year. Also, would like to get a concise pdf of copy of the survey that you submit.

**9. New/Old business**

The wording of the gender identity and sexual orientation questions on the survey was brought up. Add, “What do you identify with” and include transgender categories. The chancellor, based on payroll categories, decided on this wording for genders. Tom will bring this up to the campus committee. Graduate application had developed a policy to include all students’ orientation. You can contact Liz Silva who spearheaded this effort for a model. Tom will work on streamlining the salary report.

**10. Next meeting**

The spring meeting is to be determined, for a date in **April or May 2017**.