

School of Pharmacy Health Compensation Plan Advisory Committee (HCPAC) Meeting Minutes

January 10, 2025 [9:30 am – 11:00 pm] via Zoom

Attendees: Robin Corelli (CP/DO, Chair), Amelia Deitchman (CP), Shalini Lynch (CP), Lei Wang (PC), Jeffrey Neitz (PC), Sophie Dumont (BTS), Phillip Babcock (VPAA) Angelie Khu (DO)

Absent: Willow Coyote-Maestas (BTS)

Handouts:

1. SOP Comp Plan Advisory Committee responsibilities with 2024-25 member list
2. Discussion of potential updates to the Compensation Plan/Implementing Guidelines
3. Outside Activity Training System (OATS) Disclosure Updates and Feedback
4. SOP Academic Affairs Website Draft Review

AGENDA:

1. **Welcome:** Vice Dean Corelli began the meeting at 9:35 am and recognized three new committee members (Drs. Lynch, Neitz, and Coyote-Maestas) and requested a brief introduction from all present.
2. **Responsibilities of Advisory Committee:** The terms of the committee members were reviewed. The Committee's charge and responsibilities were provided to the Committee as a reminder. Dean Corelli summarized that committee members represent their department to maintain transparency and determine consistency and fairness in the administration of our Compensation Plan.
3. **Discussion of Potential Changes to the FY 25-26 SOP Compensation Plan/Implementing Procedures by Mr. Babcock:**
 - Effective 7/1/25, the SOM is reorganizing its Implementing Procedures so the most essential items like compensation and benefits will appear near the top of the document. Dr. Neitz agreed that having the relevant information at the top and boilerplate language at the bottom makes the most sense. Mr. Babcock will send a draft document that will mimic SOM's updated Comp Plan.
 - Effective 1/1/25, UC is providing a 6-day sick leave bank annually for all salaried academic employees, including faculty and part-time appointees. Any unused paid sick leave days in the bank will expire on December 31 each year. A new bank of six (6) days of paid sick leave (prorated by your percentage of effort) will be available on January 1 of each following year. This is separate from the extended illness leave benefit in the Comp Plan. Dr. Deitchman requested that this new policy be presented at the Department/Faculty meetings.
 - Effective 7/1/25, A retiring faculty member may be recalled as a Comp Plan Participant up to a maximum total monthly effort of 43%. For recalled faculty who are Plan Participants, all terms and conditions of the Plan apply, including those governing outside professional activities (OPA) and being recalled at the member's current year's pay rate (X+X'+, potentially the full current Y rate). Dean Kathy Giacomini is supportive of this change.

4. **Presentation on Outside Professional Activities (OPA) by Mr. Babcock (Appendix 2):** Faculty members are allowed to engage in Outside Professional Activities within their areas of academic expertise. The maximum time limit for full-time faculty is 384 hours (48 days), and the maximum amount that may be earned is \$40K or 40% of FY base salary (scale 0), whichever is greater. Faculty must disclose all effort (hours) and income generated annually from Category I and II activities. Furthermore, they must obtain pre-approval for all Category I activities.

For FY 23/24, 75 SOP Faculty reported OPAs (BTS=17; CP=35; PC=23). Total Cat 1 & Cat 2 earnings reported by 39 faculty members were \$1,382,843 (BTS=\$324,678; CP=\$53,879; PC=\$1,004,285). Four faculty members from Pharmaceutical Chemistry and one BTS faculty member exceeded the earnings threshold. No faculty from Clinical Pharmacy reached the earnings threshold. Mr. Babcock reiterated that the Dean's Office is a resource for all matters related to OPAs and encouraged faculty to contact him for any questions.

Dr. Wang raised a suggestion by Drs. Adam Renslo and Brian Shoichet from September 2024 relating to compensation in the form of stock or stock options. Mr. Babcock explained that the challenge is that we cannot make changes to the policy on the campus level, as this is a UCOP policy, specifically APM 671. Dean Corelli stated that we would close the loop on this and provide other alternatives if changing the language was not possible.

5. **Review and redesign of the Academic Affairs website.** Dean Corelli shared that the entire SOP website will have a complete overhaul as part of a campus-wide initiative to ensure compliance with UCSF standards. The plan is to launch the redesigned Academic Affairs website to allow Faculty members to find information quickly without having to search extensively. The proposed website will have a logical content structure, with clear headings, subheadings, and sections. Dr. Deitchman suggested adding the DEI training under the Faculty Development section. She also requested that the Academic Leave contact be emphasized.
6. **New/Old Business:** No other new/old business was introduced, and Dean Corelli adjourned the meeting at 10:45 am.
7. **Next Meeting:** May 21, 2025 [11:00 am -12:30 pm]