



OFFICE OF THE VICE PROVOST -  
ACADEMIC PERSONNEL AND PROGRAMS

OFFICE OF THE PRESIDENT  
1111 Franklin Street, 11<sup>th</sup> Floor  
Oakland, California 94607-5200

July 30, 2020

To: Elizabeth Ozer, Professor and Director of Research & Faculty Equity Advisors,  
UCSF  
Sanziana Roman, Professor and Dean's Diversity Leader, UCSF

From: Susan Carlson, Vice Provost for Academic Personnel and Programs

Subject: Advancing Faculty Diversity, Improved Climate and Retention 2020-21  
and 2021-2022

I am very pleased to inform you that your proposal, "Leadership Equity Advances Diversity (LEAD): Increasing Women and Underrepresented Minority Faculty in Leadership Positions" has been selected for an award of \$225,000 through President Napolitano's allocation to support improve campus climate and retain our faculty. Thank you for your innovative proposal and clear commitment to increasing the excellence of the faculty at UCSF. We also thank you for submitting additional information to address the review committee's questions. Those reviewing your proposal believe that you are poised to use the funds in a way that will demonstrate clear results over the next two academic years, building on the successful interventions from the first four years of the systemwide Advancing Faculty Diversity (AFD) programs in recruitment and climate and retention.

As you know, the stakes are high for the funded projects, as these targeted expenditures will help UC demonstrate effective ways in which funding can improve climate and retention for an increasingly diverse faculty who enrich our teaching, research, and service missions. As a funded unit, you will partner with other funded programs, and the systemwide advisory group, to share lessons learned and to form an engaged community of practice dedicated to building inclusive and equitable communities throughout the university. To facilitate this dialogue, we have designed several grant-related activities, including individual and multi-project calls with UCOP staff and the Advancing Faculty Diversity advisory group, and project convenings, the first of which will take place in fall, 2020.

As a reminder, as a condition of accepting this award your campus has agreed to continue collecting annual data on faculty retention and separation as a part of the UC Faculty Retention and Exit Survey.

Please note that you will receive a single allocation of funds. Funds must be expended by June 30, 2022 as outlined in the final proposal and in accordance with UC policy. Any proposed changes to the budget must be submitted to UCOP for prior approval.

Additionally, there are reporting requirements attached to this award. We request that you provide six-month budget updates over the two years of the project. A template for these updates will be sent in a separate email. Below is an outline of the deadlines for budget reporting:

- Year 1, Mid-year report: January 29, 2021
- Year 1, End-of-year report: July 16, 2021 (this includes a project update)
- Year 2, Mid-year report, January 28, 2022
- Year 2, Final report, July 15, 2022 (this includes a final project report)

Please confirm the name and contact information of the primary contact for your project budget. This is the individual we will work with to coordinate transfer of funds and project reporting details. We will send you a reminder one month prior to the deadline for submitting these updates.

We will also be scheduling quarterly check-in calls with UCOP to discuss your project's status. In advance of the call, we will request a brief project update that will respond to the following questions:

- What progress has been made on your project?
- What challenges have you faced in making progress?
- How can UCOP or others be of assistance moving forward?
- What modifications need to be made to the project scope or goals, if any?

The summary submitted in advance of each call will help us build the agenda to support you with your project.

Patricia Osorio-O'Dea will be coordinating budget details associated with the award. She can be reached at ([Patricia.Osorio-Odea@ucop.edu](mailto:Patricia.Osorio-Odea@ucop.edu)). Patricia and Aimee Chang ([Aimee.Chang@ucop.edu](mailto:Aimee.Chang@ucop.edu)) are the points of contact for all other questions regarding your grant award.

I will be in contact with you soon, to set up a meeting with you and your colleagues to give you specific feedback on your proposal and to work through next steps in the process.

Congratulations on your award.

cc: President Napolitano  
Chancellor Hawgood  
Provost and Executive Vice President Brown  
UC Health Executive Vice President Byington  
Executive Vice Chancellor and Provost Lowenstein  
Vice President and Provost Gullatt  
Vice President Nation  
Vice Chancellor and Dean King  
Vice Chancellor Navarro  
Associate Vice Provost Halimah  
Director Osorio-O'Dea

Postdoctoral Scholar Giovanelli  
Executive Assistant Chang