



SCHOOL OF PHARMACY FACULTY COUNCIL

Lisa Kroon, PharmD, Chair

MINUTES

Meeting of December 2, 2004

PRESENT: L. Kroon (Chair), B. Alldredge, X. Chen, C. Cullander, P. Finley, S. Heard, M. Jacobson, T. Kortemme, N. Oppenheimer, K. Schwartz, F. Sheikh, C. Tsourounis

ABSENT: A. Burlingame, M. Koda-Kimble, L. Rice, K. Lem

GUESTS: Robert Day, Associate Dean of the Department of Clinical Pharmacy

Chair Kroon called the meeting to order on Thursday, December 2, 2004 at 2:32PM in Room S-936. A quorum was present.

Approval of Minutes

The minutes of the October 28, 2004 meeting were approved with minor corrections.

Chair's Report

Chair Kroon announced that Leonard Zegans, Chair of the UCSF Division of the Academic Senate has requested that each of the four Faculty Councils, the Committees on Research, Academic Planning and Budget, and Academic Freedom, identify a member to participate on a new Task Force to review the report and recommendations of UCORP related to Restrictions on Research Funding Sources and assess the impact on our campus and faculty.

This matter has come before each of the Divisions as a result of the Academic Council responding to a challenge by faculty from UC San Francisco (UCSF), UC Berkeley and UC San Diego that, given the potential impact of the recommendations contained in the University Committee on Research Planning report for many UC faculty, that the Academic Council should have sought broad input from each of the campuses prior to taking an official action. Additionally, all UC committees have been given the opportunity to review and respond. The Task Force Report and Recommendations will be due by March 1, 2005.

Chair Kroon requested that any member of the Faculty Council that would like to participate on the Task Force email her as soon as possible. The members of the Council feel given that the FC member will be speaking on the School's behalf, he/she needs to be able to represent the collective opinion of the faculty, yet this information is not known. Members suggested the faculty be surveyed. The Committee would like to see a mechanism put in place by the School of Pharmacy that will allow the Committee to do online surveying of the faculty when situations like this arise.

The next Full Faculty meeting will be held in May 2005. Chair Kroon will contact the Department Chairs to coordinate a non conflicting meeting date by January 2005. Chair Kroon announced that Homer Boushey, recipient of the 4th Annual Academic Senate Clinical Research Lecture will give his lecture on “Airways, Asthma and the Environment” this Thursday, December 9, 2004 at 3:30 in Cole Hall. Council members are encouraged to attend.

Dean’s Report

Robert Day, Associate Dean of the Department of Clinical Pharmacy reported that the Dean’s Leadership Group consisting of the Dean, Associate Deans and Department Chairs have met and will be focusing on implementing the School of Pharmacy’s (SOP) strategic plan. The Group is looking at whether the previous strategic plan was accomplished and determining what the future plans for the School will be. A survey will be distributed to the faculty regarding the strategic plan in order to get an understanding of where the faculty believes the School needs to head in the future.

Student’s Report

Farid Sheikh, Student Representative, Associated Students of the School of Pharmacy, reported that finals week is currently in progress and is going smoothly. The student newsletter, *Therapeutic Window*, featured an article by Dean Koda-Kimble on the ongoing epidemic of AIDS in Vietnam. Faculty is encouraged to read it. The Council recommended that the *Therapeutic Window* be distributed to each Department Offices so that faculty can have greater access to it.

F. Sheikh was happy to report that SOP students are very active in soliciting money from the Chancellor’s Endowment Fund. This fund provides money to support student events that can be attended by any student at the UCSF campus. The student directory has been completed and will be distributed this week.

School Committee Reports

Admissions Committee

Stu Heard, Chair, reported that approximately the same number of applicants have applied for admission to the SOP in 2004-2006 as in 2004-2005. Approximately 1,000 applications will be screened. Anywhere from 280 to 290 in-person interviews will be conducted. All faculty members in the SOP from the various departments are encouraged to consider participating in the interviews. A training session for the student interview process will be conducted in January 2005. The Committee has received concerns from the faculty regarding the below-average written and oral communication skills of some of the students which are admitted to the School. The training will work to reemphasize how interviewers can adequately assess these skills.

Currently communications skills are one of the highest weighted factors in the admission process. These skills are assessed at several stages of the screening process. The scores received from the screeners are used to determine whether adequate oral or communications skills are present.

The SOP has become more selective because of increased applications. C. Cullander stated that in his experience working with various Schools of Pharmacy at the regional and national level, students at UCSF are more articulate and competent in oral/written communication skills. S. Heard indicated that a disproportionate number of underrepresented minorities are failing the initial application screening process primarily due to poor communication skills or lower grade point averages. There are currently task forces in place campus wide and within the SOP to address this issue of declining admissions of underrepresented

minorities. The Committee expressed interest for further discussion on communication skills of our students, examining assessment at the admissions and curricular level.

The Committee is in the process of finalizing a computerized application process through Pharmacy College Application Service (PharmCAS). If the Faculty Council has any recommendations on how the application can be improved please let a member of the committee know. S. Heard acknowledged C. Cullander for reporting on his behalf at the SOP Full Faculty meeting on November 17, 2004.

Educational Policy Committee

Don Kishi, Chair, reported that the committee has held three meetings this year and three new courses have been created. The Committee has decided to require all students to take the Biochemistry Clinical Correlate part of the course even if they qualify for a waiver for the course.

A subcommittee was formed to review the core curriculum.. The core curriculum approved (using course forms where available) was compared to current syllabi to determine whether there is consistency. A report on the findings of the subcommittee was forwarded to the department chairs only.

The Assessment subcommittee, led by Barbara Sauer, also reported at the November Full Faculty meeting. The subcommittee has reviewed the 2002 Assessment Plan as well as the results of the Senior and Alumni surveys. The subcommittee is currently trying to determine the best way to move the objectives of the Assessment plan forward. Chair Kroon invited D. Kishi to discuss issues raised by the Assessment Plan for consideration by the Faculty Council at a later meeting date.

Discussion on Issues for Academic Senate to Address for 2005

Chair Kroon solicited feedback from the Council regarding issues they felt needed to be addressed by the Academic Senate for 2005. The following information was provided:

- The Council would like to receive information regarding how the results of the various Task Forces created by the Senate are being implemented campus wide.
- C. Tsourounis would like the traffic issues on Parnassus addressed, specifically enforcement of the crosswalk at the intersection of 3rd and Parnassus.
- C. Tsourounis would like the lighting in the campus parking garage increased. In addition, the Council would like to know how often the emergency buttons located on the various floors of the parking garage are tested.
- The Council would like to know when the proximity cards necessary to facilitate the campus wide lockdown will be implemented at all of the campus sites. The Council would also like to see a policy put in place that will help proximity card holders to deny entrance to those who do not have a card.
- The Council would like to see the state regulation regarding smoking near public buildings enforced. Ideally UCSF signs that state the regulations should be posted near the buildings.
- The Council would like the Senate to provide information on the impact of the hospital replacement on the teaching mission of the campus (e.g., space) and how technology can be improved to better facility teaching throughout the campuses.

Chair Kroon asked the Council to continue to consider issues and to let her know if there are anymore that need to be passed onto the Executive Committee.

New Business

Online Grading System

C. Tsourounis reported that the new Online Grading system that has been put in place by the Office of Admissions and the Registrar. Faculty Council members that have participated in the system gave it good reviews. The new system includes features that will allow faculty to see which students are signed up for the courses and email them in the event that they have not met a course requirement or signed up for the wrong semester. There are also several features that will make the online grading process easier.

There being no further business, Chair Kroon adjourned the meeting at 4:00 PM.

School of Pharmacy Faculty Council Meeting Attendance Record

NAME	09.23.04	10.28.01	12.02.04	01.27.05	02.24.05	03.24.05	04.28.05	05.26.05	06.23.05
Lisa Kroon	X	X	X						
Brian Alldredge	X	X	X						
Al Burlingame	X	EXS	EXS						
Xin Chen	X	ABS	X						
Chris Cullander	X	X	X						
Patrick Finley	X	EXS	X						
Stuart Heard	Emil Lin (sub)	X	X						
Matt Jacobson	X	X	X						
Mary Anne Koda-Kimble	X	X	ABS						
Don Kishi			X						
Tanja Kortemme	X	EXS	X						
Kenneth Lem	X	EXS	ABS						
Norman Oppenheimer	X	X	X						
Lorie Rice	X	ABS	ABS						

Kerry Schwarz	EXS	X	X						
Farid Sheikh	X	X	X						
Candy Tsourounis	X	X	X						

X = RSVP attendance

EXS = RSVP excused

ABS= Absent, no RSVP

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