



School of Nursing Faculty Council
Meg Wallhagen, RN, PhD, GNP, Chair

ANNUAL REPORT 2010-2011

Primary Focus Points for the Year:

- Continuing Budget Cuts
- Succession Planning
- Bylaw Updates
- Review of Equity in the Merit Advancement Process
- Transition and Welcome to Incoming Dean David Vlahov
- Students with Disabilities
- Senate Membership

Task Forces, Special Committees, and Sub-Committees:

- Task Force Reviewing the Institute of Medicine's Report on the Future of Nursing
- UCSF Task Force on Senate Membership
- Task Force Reviewing Equity in the SON Merit Review Process
- SON Succession Planning Committee
- Chancellor's Business Model Development Plan Function Teams

Issues for Next Year (2011-2012)

- Ongoing financial and budget concerns facing the School
- Final approval of MEPN bylaws by the Full Faculty
- Full faculty meeting discussion of policies and faculty guidance regarding students with disabilities
- Monitoring of Operational Excellence IT initiatives and its impact on the SON faculty
- Monitoring of the implementation of the Advance system for academic personnel actions and its impact on the equity of the merit review process
- Facilitating the provision of information to faculty regarding the benefits and responsibilities associated with Senate membership.

2010-2011 Members

Meg Wallhagen, Chair (Physio)
Jyu-Lin Chen, Vice Chair (FHCN)
Gerri Collins-Bride (CHS)
Pilar Bernal Del Pheils (FHCN)
Shari Dworkin (SBS)
Jill Howie Esquivel (Physio)
Susan Janson (CHS)
Hai-Yen Sung (IHA)

Ex-Officio Members

Kathy Dracup, Sally Rankin, David Vlahov (Deans)
Zina Mirsky (Associate Dean)
Jason Nolan (Student Council)

Number of Meetings: 9

Senate Analyst: Wilson Hardcastle

Systemwide Business

The School of Nursing Faculty Council took up the following Systemwide issues this year:

Budget Cuts and Proposed Faculty Salary Cuts and Furloughs

The Faculty Council reviewed and discussed proposals distributed by UCOP and the Chancellor throughout the year regarding the budget crisis and proposed reactions to the reduction in State funding. Chair Wallhagen participated as a permanent guest to the Academic Senate Committee on Academic Planning and Budget and made regular reports to the Faculty Council.

School Business

Budget Adjustments

Throughout the year the Faculty Council remained engaged and worked with both administration and the departments to address a variety of funding shortfalls as well cooperated throughout the year to address the ongoing and ever-changing, but always dismal, budget and funding climate.

Bylaw Updates

The Faculty Council reviewed the response from the Academic Senate Committee on Rules and Jurisdiction (R&J) to the proposed modifications to the bylaws of the School of Nursing ([Appendix 1](#)). The Committee recommended small organizational and clarifying changes which were accepted by the Faculty Council and were included in the proposed revisions approved by the faculty at the Full Faculty meeting on October 29, 2010 ([Appendix 2](#)).

Tragic events in the past few years prompted the School of Medicine to amend their bylaws to include guidelines for the granting of posthumous degrees which inspired the School of Pharmacy to pursue to same. Faculty and leadership within the School of Nursing expressed an interest in amending the School of Nursing bylaws to include provisions for the granting of posthumous degrees should, unfortunately, the need occur. Using the School of Medicine criteria as a guide, the Faculty Council drafted guidelines for the School of Nursing. These guidelines were shared with the Graduate Council, which confers the masters and doctoral degrees for the School of Nursing. These criteria were sent to the Committee on Rules & Jurisdiction for approval and were incorporated with the previously approved bylaw modifications and were approved the full faculty at the same October 29 meeting. ([Appendix 3](#)).

Issues within the Committee on Rules and Jurisdiction resulted in significant delays, but the new School of Nursing Criteria for Posthumous Degrees was ultimately approved by R&J in July of 2011 ([Appendix 4](#)).

In May 2011, The MEPN Council has requested that the School of Nursing Faculty Council review and approve their requested changes to the SON bylaws governing the MEPN Council. The Faculty Council unanimously approved the proposed language and formally requested review and approval from the Committee on Rules and Jurisdiction ([Appendix 5](#)). The Committee on Rules and Jurisdiction approved these bylaw changes in a communication dated June 15, 2011 ([Appendix 6](#)). The revised MEPN bylaws will be submitted to the full faculty for approval at the next full faculty meeting.

Operational Excellence

Over the course of the academic year, the Faculty Council heard various reports from faculty and administrators participating in the Chancellor's Operational Excellence work groups. Z. Mirsky served on the Operational Excellence Coordinating Committee and provided additional information including faculty participation in and the planned phases of the Research and HR proposals of OE. The Operational Excellence website has much information and is continually updated: online at <http://operationalexcellence.ucsf.edu/>.

Review of the Merit Review Process

Based on reported issues raised during the last academic year, the Faculty Council discussed and examined the merit advancement process in the departments. The concern raised by faculty was related to whether there was equity in the process for merit review within and across the different departments. Faculty Council members discussed this with their departments and ultimately decided to form a task force within the Faculty Council to design and issue a survey among Nursing faculty regarding the experience and opinions of the merit review process. This task force was comprised of Jyu-Lin Chen, Pilar Bernal de Pheils and Shari Dworkin.

[Appendix 7:](#) Merit Review Survey

[Appendix 8:](#) Merit Review Survey Report to the Faculty Council

The Faculty Council agreed with the recommendations set forth in the report, including the need for increased education regarding academic advancement. It was noted that the transfer to the electronic Advance system may address many if not most of the concerns illuminated by the survey. The FC for the 2011-2012 academic year will monitor to assess whether concerns are addressed with this new system and will follow up with a subsequent survey the end of next year.

UCOP Proposed New Funding Stream Structure for the UC Campuses

Academic Senate Vice Chair Robert Newcomer reported on the new funding structure for the campuses from the Office of the President. The report is entitled "University Of California Funding Streams Proposal" and was prepared by the office of Budget and Capital Resources and Student Affairs (December 21, 2010). The new funding streams are designed so that campuses retain the income they generate, be it from fees, patents, grants, or indirect costs, rather than all allocated up to UCOP and then redistributed to the campuses.

The full PDF report is available for download from the Academic Senate Web site (<http://senate.ucsf.edu>) [here](#), and the response from the Committee on Academic Planning and Budget is available for download [here](#).

Report from the Task Force on UCSF Implementation of the Recommendations of the Institute of Medicine Future of Nursing Report

Interim Dean Sally Rankin appointed a Task Force to develop plans to implement the recommendations of the Institute of Medicine Future of Nursing Report. Pat Sparacino and Meg Wallhagen were appointed Co-Chairs. Pat Sparacino subsequently reported to the full faculty regarding implementation efforts regarding the recommendations stated in the IOM Future of Nursing report. This involved a great many interviews from stake holders across the campus. Dean Vlahov is utilizing the report's recommendations to form targeted task forces to address key issues that will move this agenda forward.

Necessary Capacities and Abilities for Applicants and Accepted Students in the UCSF Masters' Entry in Nursing Program

Victoria Keeton presented the new capacity document "Necessary Capacities and Abilities for Applicants and Accepted Students in the UCSF Masters' Entry in Nursing Program" to the full faculty and reviewed the criteria therein ([Appendix 9](#)). This was approved by the MEPN Council and representatives from the Teaching and Learning Center.

Students with Disabilities: Policy for Faculty Guidance Discussion

Jill Howie-Esquivel led the Council in a discussion regarding generating aids and resources for faculty to aid and provide accommodations students with disabilities. Faculty would greatly benefit from resources and stated policies regarding the responsibilities of students to make their need for accommodation known in a specific time period before or as a course begins and defined policies stating to the students

the responsibilities of the students regarding the time, form and manner of requests for reasonable accommodations.

It was agreed that faculty need clear guidelines as well as coverage to be fair to students but also be able to act as responsible educators, and there needs to be a clear policy regarding notification to faculty by the Office of Disabilities, and the expectations for students in a course. The Faculty Council will invite a leader in the Office of Disabilities to provide an informational presentation at a full faculty meeting.

Faculty Awards

The 2010-2011 recipients of the SON Faculty Teaching Awards are:

- Overall Teaching Award—Karen Duderstadt
- Creating a Supportive Learning Environment—Angel Chen
- Clinical Mentoring—Rosalie Bravo
- Research Mentoring—Kit Chesla
- Educational or Curricular Innovation—Kathy Johnson

Update on IT Operational Excellence and Computer Encryption

Rob Slaughter briefed the SON faculty regarding IT initiatives, improvements and emerging policies and procedures for computer encryption ([Appendix 10](#)). The new and improved web site for the School of Nursing will begin Phase I of the roll out beginning in July 2011.

Task Forces and Other Committee Service

Task Force on Senate Membership

The School of Nursing Faculty Council provided their response to the *System-wide Report and Recommendations of the Task Force on Senate Membership* to Senate Division Chair Fuentes-Afflick ([Appendix 11](#)). The San Francisco Division decided to form its own task force to address the issue of Senate Membership and inclusion of fully-engaged faculty in the Adjunct and Health Sciences Clinical Series. Faculty Council Vice Chair Jyu-Lin Chen represents the SON-FC on this ongoing Senate Task Force on Senate Membership. As of April 2011, The task force plans to (1) host information sessions regarding Senate membership, (2) issue a survey regarding interest in expanding the Senate series, and (3) examine the financial implications, in terms of guaranteed funding, surrounding expanding Senate membership.

After much discussion and investigation, the task force is likely to recommend that the campus request local autonomy to confer Senate membership to its faculty by its own rules. The current idea is that that Senate membership would be conferred by a 51% or greater appointment in a teaching series with UCSF or its affiliates (VA, SFGH, Fresno, Gladstone etc.). However there is also a concern that not everyone in the Health Sciences or Adjunct series are actually interested in Senate membership or are unaware of the rights and responsibilities of Senate membership. The Senate office will move forward with initiatives to educate the faculty at large regarding the benefits and responsibilities of Senate membership.

SON Succession Planning Committee

Susan Janson reported from the Succession Planning Committee to the Faculty Council. The Committee focused on succession planning in two ways: how the Faculty Council is populated and the narrow constraints for the Chair position; and examining the large number of pending retirements and departments which are taking place across all ranks and disciplines and propose a vision or strategic plan for the school to address the coming sea change. The committee will be suggesting potential leaders and mentors to design this vision and are soliciting suggestions as well.

The Faculty Council suggested requiring outgoing committee members meet and review with incoming replacements for a brief orientation and introduction to continuing members of these committees. The task force recommendations, including presentations at brown bag or hot topic events, are set forth in the report from the SON Succession Planning Committee, attached as [Appendix 12](#). The Faculty Council also supported changing the bylaws so that appointments to the Faculty Council be for three-year terms.

Going Forward

Ongoing issues under review or actions which the Committee will continue into 2011-2012:

- Final approval of MEPN bylaws by the Full Faculty
- Full faculty meeting discussion of policies and faculty guidance regarding students with disabilities
- Monitoring of Operational Excellence IT initiatives and its impact on the SON faculty
- Monitoring of the Merit review process, providing informational sessions regarding academic advancement, and re-surveying the faculty to assess the impact of the new Advance system in addressing the concerns about equity.

Appendices

This Annual Report is posted on the [School of Nursing Faculty Council Web page](#) on the [Academic Senate Web site](#). Appendices are embedded into this PDF document.

- [Appendix 1:](#) Communication from Academic Senate Committee on Rules and Jurisdiction (R&J) to the School of Nursing Faculty Council regarding proposed modifications to the bylaws of the School of Nursing dated August 11, 2010.
- [Appendix 2:](#) Bylaw Revisions approved by the faculty at the Full Faculty meeting on October 29, 2010
- [Appendix 3:](#) Posthumous Degree Bylaw approved by the faculty at the Full Faculty meeting on October 29, 2010
- [Appendix 4:](#) Communication from Academic Senate Committee on Rules and Jurisdiction (R&J) to the School of Nursing Faculty Council approving proposed bylaw governing the award of posthumous degrees dated June 15, 2011.
- [Appendix 5:](#) Communication from the School of Nursing Faculty Council to the Committee on Rules and Jurisdiction (R&J) requesting review and approval of modifications to the bylaws governing membership in the standing committee MEPN (Masters Entry Program in Nursing) dated May 26, 2011.
- [Appendix 6:](#) Communication from Academic Senate Committee on Rules and Jurisdiction (R&J) to the School of Nursing Faculty Council approving proposed bylaw changes governing MEPN membership dated June 15, 2011.
- [Appendix 7:](#) Merit Review Survey
- [Appendix 8:](#) Merit Review Survey Report to the Faculty Council
- [Appendix 9:](#) Necessary Capacities and Abilities for Applicants and Accepted Students in the UCSF Masters' Entry Program in Nursing
- [Appendix 10:](#) Presentation Slides on IT Operational Excellence and Computer Encryption
- [Appendix 11:](#) School of Nursing Response to the System-wide Report and Recommendations of the Task Force on Senate Membership prepared for Division Chair Fuentes-Afflick dated January 6, 2011
- [Appendix 12:](#) Report from the School of Nursing Succession Planning Committee

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