

**DRAFT Committee on Courses of Instruction**  
**Pam Bellefeuille, RN, MN, CNS, Chair**

**Minutes**

**Wednesday, December 9, 2015**

PRESENT: Pam Bellefeuille (Chair), Igor Mitrovic (Vice Chair), Annette Carley, Doug Carlson, Jeffrey Lansman, Barbara Panning, Jaekyu Shin, Lisa Winston

ABSENT: Francesco Aweeka, Michael McMaster

GUESTS: Jeff Harter, Associate Registrar; George Michaels, Academic Senate Programmer

Chair Pam Bellefeuille called the Faculty Council meeting to order at 10:00 a.m. in room U-506. A quorum was present.

**Chair's Report**

Chair Bellefeuille reported on the following item:

- **New Retirement Tier:** Part of the 2015-2016 UC budget plan includes a \$436 million contribution from the State of California to the UC Retirement Plan. A couple conditions of receiving the additional funding include the implementation of a new pension cap and the develop a new UC retirement tier. The major concern for the Senate is whether a pension cap and new retirement tier will make it harder for the university to compete when recruiting top faculty. A task force has been assembled and charged with developing recommendations for the President. Once complete, the recommendations will be released in January for Academic Senate review and comment. Committee members discussed and the group came to a consensus that reforming the retirement plan will only hurt the university in the long run.

**Training and Help Materials for Course Review System**

Chair Bellefeuille informed the committee that the Academic Senate has approved the group's request for \$2,000 to develop new training materials and help features for the online UCSF Course Review system. Specifically, members want to create an instructional video for beginners, and develop an integrated help system for experienced users who need assistance on a particular issue. Academic Senate Office Programmer George Michael informed the committee that he will produce an outline and present it to members at the next meeting, in February.

**CTSI Course Designations**

Chair Bellefeuille updated the committee on the status of CTSI's request to designate certain courses with the institute's title . Chair Bellefeuille informed the group that since CTSI is not a department or ORU, there will have to be negotiations between CTSI and Epidemiology on who should own the courses in question.

**Old Business**

None

**New Business**

**Potential Bylaw Change:** Registrar Doug Carlson informed the committee that the bylaws do not reflect the full authority granted to the group by the Regents. Currently the bylaws state that COCOI only plays an advisory role in the approval of courses, rather than full authority over course approval. Committee

Analyst Artemio Cardenas will contact the Rules and Jurisdiction Committee to ask if they can review the bylaw and offer an interpretation.

Chair Bellefeuille adjourned the committee at 12:00pm.

Senate Staff:

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