

School of Nursing Faculty Council
Janine Cataldo, RN, PhD, FAAN, Chair

MINUTES

Friday, March 18, 2016

PRESENT: Janine Cataldo (Chair), Audrey Lyndon (Vice Chair), Annette Carley, Rosalind De Lisser, Eli Fox, Brooke Hollister, Oi Saeng Hong, Zachary Zimmer

ABSENT: Lynda Jacobsen, Xiao Hu, David Vlahov

GUESTS: Judy Martin-Holland, Associate Dean of Academic Programs and Diversity

Chair Janine Cataldo called the meeting of the School of Nursing Faculty Council to order at 9:30 a.m. in room N-319D. A quorum was present.

Approval of Minutes

Council members approved of the February minutes.

Chair's Report

Chair Cataldo reported on the following items:

- **New Retirement Tier:** The UC Retirement Options Task Force released their final report on January 15. After review, the systemwide Academic Senate voted to reject the new retirement tier and ask that the President find an alternative solution. After considering all of the feedback received from the UC community, the President issued a revised 2016 Retirement Tier proposal on March 11. According to the documents that have been released, the President proposal offers less benefits to future employees than was recommended by the task force. The President's proposal will go up for approval at the March 23-24 Regents Meeting.
- **Parnassus 2020 Update:** Chair Cataldo informed the Council that EVCP has granted the Faculty Council's request to have another member on the Parnassus 2020 planning committee. The School of Nursing now has two representatives, Elena Flowers and Libby Smith.

Dean's Report

None

Associate Dean's Report

None

Student Report

Student representative Eli Fox reported on the following items:

- **Course Evaluation Focus Sessions:** The Associated Students of the School of Nursing (ASSN) are working to identify student representatives to serve on planned course evaluation focus groups. Focus group meetings will start in April.
- **Course Technology Improvements:** ASSN and Associate Dean Lynda Jacobsen are working with the library to address course technology issues. The Registrars Office is also involved in the process.

- Professional Degree Supplemental Tuition Update: Students were informed by the school administration that there would be a 5% increase in the PDST next year. Representative Fox asked if the Regents have approved of the increase? Council members stated that they have not heard any news. Chair Cataldo will contact Lynda Jacobsen for more information.
- Student Handbook Revisions: Students have been trying to get students involved in the modification of the student handbook. Students were informed that all revisions have been held off until essential student affairs staff can be hired..

Revision of School's Mission, Vision and Values

Chair Cataldo informed the Faculty Council that Recruitment and Retention Committee Co-Chair Barbara Burgel asked the Council to review and potentially revise the school's Mission, Vision and Values statement to be more inclusive and to include diversity language. Council members reviewed the statement and voted to charge the Recruitment and Retention Committee with the task of making the requested changes. Once a suggested draft is ready, the Faculty Council can review for approval. Council members also requested that the graphic design of the statement posters be improved.

MPC and DPC Inquiry

Rosalind DeLisser informed the Faculty Council that she is the Council's representative on the new course evaluation system planning committee. This group has representatives from all departments and programs. The first charge to the committee was to revise the user interface of the Evaluate system to best suit the needs of users. Now that the interface is set, the group has started working on the course evaluation aspect of the software. Recently, when discussing the evaluation of course objectives, member DeLisser began to wonder how the Masters and Doctoral Program Councils review SON courses. After asking around, member DeLisser believes that the process is not very transparent and information on the review process is difficult to find. In response, member Annette Carley noted that she has served on the Masters Program Council (MPC) in the past and she also has concerns over the transparency of all the work that is being done. Meeting notes are not shared publically. Associate Dean Martin-Holland informed the Council in 2010, the Master's Degree Program went through a reform process. One of the reforms was the creation of a course evaluation subcommittee. Members of this subcommittee are responsible for evaluating the courses and ensuring course objectives are met. At the end of the course, the reviewer will meet with the instructor and provide all feedback. Associate Dean Martin-Holland noted that she believes MPC transparency concerns arise from the fact that there is an issue with communication. She has observed that a common concern from faculty is that the MPC representatives do not report back very much information to their departments. To address this issue, MPC has tried to identify the most important topics that their representatives should be reporting back to their departments.

There was a discussion of whether faculty members have input into MPC's work. Associate Dean Martin-Holland explained that there has been in the past. For example, the process to design and implement the new comprehensive exam came from MPC and was vetted through the faculty at town halls and Full Faculty meetings.

Chair Cataldo noted that if faculty members want to be more involved in the process or to get information on what MPC is working on, faculty should contact the MPC representative in their department.

Member DeLisser asked the Council to consider having a Hot Topic event to update the faculty on the course evaluation system work. Chair Cataldo noted the request and would review proposed topics to determine whether the update could be held in May.

Student Policies

Associate Dean of Academic Programs and Diversity Judy Martin-Holland reported on the following items:

- Handbook Revisions: Associate Dean Martin-Holland informed the Council that she is still working on revising the Student Handbook. Due to some key staff departures, there has not been very much movement in making the changes. Once new student affairs staff members have been

hired, the work to revise the handbook will pick up again. Council members noted that students would like to be involved in the revision review. However, with the postponement of the process, many of the students who have experience and feedback will have graduated. Student representative Fox informed the Council that students have also performed a review of the current handbook and have comments revisions and improvement. Associate Dean Martin-Holland noted that she would be willing to accept that feedback and provide it to the new staff once they are on board. Council also noted that they are hoping that faculty from MPC and DPC can be part of the handbook revisions.

- Professionalism Guidelines: Member DeLisser asked when the department will be able to review the professionalism guidelines. Associate Dean Martin-Holland informed the Council that the professionalism guidelines have been reviewed by department leadership and are available for faculty to use immediately. Interested faculty can email the Associate Dean for more the resource materials.

Chancellors Fund

Senate Analyst Artemio Cardenas informed the Council that the deadline for the School of Nursing Faculty Development Fund pasted on March 15. The Council received a total of 13 applications for approximately \$39,000 worth of requests. If all applicants are awarded, the faculty would have around \$10,000 to \$11,000 in funds remaining. With \$50,000 in available funding, Analyst Cardenas asked the Council if they would like to extend the deadline or return the remaining funds to the Academic Senate and Dean. Council members all voted to extend the call from March 15 to March 31. Members requested that a notice go out as soon as possible.

Old Business

None

New Business

None

The meeting adjourned at 11:30a.m.

Senate Staff:
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