

DRAFT School of Nursing Faculty Council

Janine Cataldo, RN, PhD, FAAN, Chair

MINUTES

Friday, May 13, 2016

PRESENT: Janine Cataldo (Chair), Audrey Lyndon (Vice Chair), Rosalind De Lisser, Brooke Hollister, Xiao Hu, Lynda Jacobsen, Marge Suda, OiSaeng Hong, Zachary Zimmer, David Vlahov

ABSENT: Annette Carley

GUESTS: March Hajre, School of Nursing Education Hub Coordinator

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 April minutes.

Chair's Report

Chair Cataldo reported on the following items:

- **Chancellors Council Meeting:** The Chancellors Council is a campus-wide group that consists of representatives from the faculty, student and staff groups. This meeting is held quarterly and is intended to be a forum where campus community members can discuss top issues with the Chancellor. At the last meeting, there was a report from the Campus Life Services on the future of transportation at UCSF. Some of the new changes include:
 - **Investment into the Grey and Red Lines:** The two most used shuttles in the UCSF system are the Grey and the Red. To ensure reliability, the transportation department is working on a strategy to devote more shuttles to the most popular lines during peak commute times.
 - **New Shuttles:** The campus is purchasing new all-electric buses to replace the aging shuttle fleet. The first bus will be delivered in 2017.
 - **Transportation Infrastructure:** The campus will be installing additional bicycle parking, a scooter-share station and more car-share spaces.

Dean's Report

Dean David Vlahov reported on the following items:

- **PRIME Project:** The Medical Center was recently awarded funding from the state for a project titled PRIME (Public Hospital Redesign and Incentives in Medi-Cal). The Dean believes that this is an exciting opportunity because there will be plenty of ways the School of Nursing can partner with the Medical Center. The hope is that several clinical faculty placements will come out of the new resource. For research faculty, there will be a tremendous amount of data that comes out of this initiative. To provide faculty with information on the PRIME project, there will be a couple of town halls. The first event will be held on May 25.

- AACN President Visit: AACN President Mary Naylor will be visiting UCSF in June to give the commencement speech to the 2016 graduating class. During her weeklong visit, Ms. Naylor hopes to meet with faculty and students to discuss potential research projects.
- Meeting with UC President Napolitano: The four School of Nursing Deans met with UC President Napolitano on April 25. This marked the first meeting between the Schools of Nursing Deans and the President since Janet Napolitano took office in 2013. During the meeting, the Dean's reviewed the major challenges that the schools all face. After the presentation and discussion, the President asked for more information from the schools. Once additional research is complete, the President wants meet again to come up with the five-year plan. The Dean is very excited about the meeting and progress. It is really important to have the President engaged and willing to work towards a solution.

Associate Dean's Report

Associate Dean of Administration and Finance Lynda Jacobsen reported on the following items:

- Office of Sponsored Research: School leadership is working on the future plan for how to pay for Office of Sponsored Research (OSR) services. With changes to the way OSR services are charged, the cost is set to increase for the School of Nursing. To address the increased cost, school leadership has decided to adopt a one-school model for payment rather than a department model. Department Chairs have noted that it will be a challenge, but it can be done.

Education and Curricular Innovation Hub Report

Education and Curricular Innovation Hub Coordinator March Hajre attend the Council meeting and provided the following report:

- Purpose of the Hub: The Education Hub was established in 2015 to support to enhance curriculum innovation in the School of Nursing. The Hub provides coordinated support for nursing faculty and staff. It supports a streamlined approach to curriculum management, course design, and education technology management, training and support. Before the advent of the hub, curriculum resources were fragmented across the campus and not easily accessible to faculty. Now with the Hub, faculty can go to the website and email all of the educational technology and instructional questions to one email - SONHUB@ucsf.edu. Hub staff triage the questions and direct the faculty member to the correct resource.
- Members of the Hub: Faculty member Annette Carley serves as the Hub faculty champion. March Hajre is the Hub Coordinator and Xinxin Huang is the education technologist. In addition to the hub members, the campus library also assists with services.
- New Website: A new website - <http://nursing.ucsf.edu/about/HUB> - has been created to provide faculty with an access point to the Hubs resources.
- Increasing Faculty Support: Coordinator Hajre noted that faculty members often need educational technology and instructional support right before a class begins. Unfortunately, the time before a quarter is generally when staff and faculty are out of the office due to vacation or holiday. To ensure support to faculty during these times, the hub staff are proactively working on making sure that faculty have support before academic calendar breaks.
- New Drop-in Lab: Along with the website and email services, the Hub now offers drop in hours for faculty who have questions or need support. These are held on Tuesdays and Thursdays.
- Brown Bags: The office is working on creating a schedule of instructional brown bag events.
- Common Syllabus: The school is looking into the development of a common syllabus that will outline all of the curriculum and educational technology resources available for students and faculty.

Student Report

Student Representative Marge Suda reported on the following items:

- Meeting with Dean Vlahov: ASSN leadership recently met with the Dean to discuss issues most important to students. Issues discussed included student concerns with the upcoming revisions to the student handbook and tuition increases.

- Incoming MEPN Mentor Meeting: Each year, current MEPN students meet with incoming students to discuss the program and provide advice. This year, the students have been having issues with finding students who would be willing to attend.
- Future ASSN Representative: Student Representative Suda informed the Council that this would be her last meeting. The new representative to the Faculty Council will be Matthew Sachs. Council members praised Marge for her hard work and thanked her for her service over the past year.

Faculty Council Leadership and Membership

Chair Cataldo informed the Council that there will be leadership changes over the course of the 2016-2017 academic term. Incoming Chair Audrey Lyndon will be going on sabbatical in the winter and spring terms of 2017. To fill in for the time after, future Council member Abby Alkon has agreed to serve as Chair.

Chair Cataldo also noted that the Council must elect a Vice Chair for next year. Council members discussed and noted that no one on the Council will be able to serve as vice chair next year. Members agreed that the chair position should rotate across departments and that the next chair should come from a department that has not been represented in a long time. Chair Cataldo and Vice Chair Lyndon will review the history of past chairs to determine which department the next chair should come from.

Old Business

None

New Business

None

The meeting adjourned at 11:30a.m.

Senate Staff:
Artemio Cardenas, Senate Analyst
Artemio.Cardenas@ucsf.edu (415) 476-4245