Chair Wang called the meeting of the Pharmacy Faculty Council to order on June 17, 2002 at 1:30 p.m. in Room S-926. A quorum was present.

Chair Announcements

Academic Planning and Budget
Chair Wang gave a brief overview of the Academic Senate AP&B Committee meeting of June 4, 2002. At the meeting the Executive Budget Committee reviewed six issues which will culminate in budget recommendations to the Chancellor in June. S. Barclay and E. Vermillion gave summary reports of the issues including: bioterrorism, deferred maintenance, administrative systems, mission bay start-up costs, return of indirect costs to faculty, and funding of the Development Office.

Chair Wang discussed a communication from AP&B to the Chancellor that listed budget recommendations for the use of the Chancellor’s discretionary funds. He noted that the issue of funding for FTEs in the School of Pharmacy was not addressed in the communication and that the Dean submitted a separate proposal requesting funding.

Chair Wang reported on the status of the “Petition for UCSF Policy Not to Accept Tobacco Industry Funding” and noted that the task force proposed that each faculty council communicate this issue to the full faculty of the respective Schools and provide feedback to the Committee. A Faculty Forum will be held in the Fall with two guests to debate the issues related to the Petition and provide the Faculty with an opportunity to respond to the Petition.

Dean Announcements

Associate Dean Robert Day announced that the recruitment efforts to replace Angela Hawkins, Associate Dean of Administration, are still in progress. He noted that the search committee has conducted 3 interviews and hopes to make a decision in 3 to 4 weeks.
Selection of 2002-2003 School of Pharmacy Faculty Council Chair

Chair Wang requested nominations for new officers to the Faculty Council for 2002-03. Chair Wang nominated M. Winter and Betty-ann Hoener as Chair and Vice Chair. L. Rice seconded the nomination. Chair Wang agreed to contact the nominees to see if they are willing to serve if elected.

Discussion of Agenda for School of Pharmacy Full Faculty Meeting - June 21, 2002

The Faculty Council finalized the agenda items for the upcoming Full Faculty meeting of June 21, 2002. Due to scheduling conflicts the report on the status of the move to Mission Bay will be rescheduled for the Fall Full Faculty meeting. The agenda includes:

- Approval of the Minutes from the Full Faculty meeting of January 16, 2002
- Chairs Report
- Dean’s Report
- Department Chair’s Report
  - Pharmaceutical Chemistry
  - Biopharmaceutical Sciences
  - Clinical Pharmacy
- Committee Reports
  - Report from the School of Pharmacy Educational Policy Committee
  - Report from the School of Pharmacy Admissions Committee
- Pathway Reports
- Old Business
- New Business

Recommendations for Improving Health Sciences Retirement Benefits

Dr. L. Pitts provided the Faculty Council with an overview of the UC-Health Sciences Faculty Retirement Task Force. The Task Force created a draft proposal which includes elimination of the Academic Program Unit’s requirement that faculty at UCSF be on the same health sciences scale; allows salary negotiations to be conducted independent of retirement issues; and implements a seven percent rate for a defined contribution plan above salary. Dr. Pitts noted that the Task Force anticipates completing the proposal by the end of the summer.

Dr. Pitts summarized a summary of the four options being reviewed by the task force with a list of factors that affect their consideration. For additional information on the four options please see the attached document entitled (Retirement Task Force):

Student Report

Julie Lee, President of the School of Pharmacy Student Body, presented the following report:

- Many of the senior class are taking their board exams on Tuesday, June 18, 2002 and preparing for graduation on Saturday, June 22.

- Several students have expressed concern about six-week clinical rotations that focus on patient care. The students feel that they have learned everything that can be learned after 3 or 4 weeks and that a four week rotation would be more effective.
**Old Business**

None.

**New Business**

**Report from the School of Pharmacy Educational Policy Committee**

S. Kahl reported that the Educational Policy Committee reviewed the wording for the policy on procedures for students who miss coursework or are absent from class for several days on an emergency basis. The Committee drafted the following policy for approval by the Full Faculty:

“School of Pharmacy Policy on Notification of Emergency Absences

In general, excuse from class is at the discretion of the instructor. Students should consult the course syllabus/outline for policies on attendance and make up work for specific courses.

The following procedures are applicable to students who miss coursework or are absent from class for several days or longer on an emergency basis.

- Contact the instructor immediately by phone or email. It is critical that students make every reasonable effort to contact the instructor prior to the absence. If a student is not able to contact the instructor, the Associate Dean for Student & Curricular Affairs and/or the Director of Student Affairs should be notified of the absence and expected duration.
- Students who miss coursework or are absent for several days for health reasons must obtain documentation from Student Health Services or relevant medical provider. Documentation must be provided upon request to the Office of Student & Curricular Affairs.
- Coursework is re-scheduled on a case-by-case basis at the discretion of the instructor. It is the responsibility of the student to contact the instructor as soon as possible to arrange for promptly completing any missed course work. In the case of missed final exams, every attempt should be made to complete the course prior to the beginning of the following quarter.
- Unexcused absences are handled at the discretion of the instructor and may result in a failure or no pass.

Absences from Advanced Pharmacy Practice Experiences are handled by the Department of Clinical Pharmacy.”

The Faculty Council reviewed the policy and agreed it should be presented at the Full Faculty scheduled for June 21, 2002.

There being no further business, the meeting was adjourned at 3:00 p.m.