MINUTES
Meeting of April 8, 2002

PRESENT: D. Teitel (Chair), K. Topp, P. Benner, M. Winter, R. Turner

ABSENT: P. Sneed, R. Stern

The meeting of the Educational Policy Committee was called to order by Chair Teitel on April 8, 2002 at 9:10 am in room S226. A quorum was present.

Approval of Minutes

The minutes of the meeting of March 11, 2001 were approved unanimously.

Announcements from the Chair

No announcements.

Systemwide Report – P. Benner

P. Benner informed the Committee that the Systemwide Educational Policy Committee has focused recent discussion on proposed changes to UC admission requirements. Specifically, the University of California is currently developing test alternatives to Standardized Aptitude Tests (SAT) to be used in admission to undergraduate courses. Discussion of changes will continue at future meetings and town hall meetings will be held at all UC Campuses with undergraduate programs.

Symposium of Leaders – May 21, 2002 – Alumni House

The Committee recognized at its meetings of November 19, 2001, February 11, 2002 and March 11, 2002 that increased interaction between schools in the development of combined courses would enhance the learning experience at UCSF and might contribute to a more efficient use of academic resources. The Committee believes that it will be able to facilitate discussions relating to the possibility of providing combined courses across the four schools and other mechanisms for coordination by organizing a half-day Symposium of Leaders.

As discussed at previous meetings, the Symposium will be subdivided into small discussion groups of faculty and administrators with a minimum of four participants in each group. The groups will be lead by an invited participant and each member of the Education Policy Committee will work with a designated group in order to facilitate the discussion and to take notes. Senate staff will provide
administrative and organizational support. Sub-groups will focus on the following areas of discussion:

1. **Integration of Educational Courses Across Schools**
   - Development of pilot programs to implement cross-school teaching (e.g. primary care, patient safety, ethics, methods of clinical research, medical Spanish)
   - Coordination of evaluation methods (e.g. standardization of structure and availability of electronic evaluation tools)

2. **Allocation of Resources**
   - Centralized coordination and online publishing of classroom scheduling and course availability.
   - Calendar coordination.

3. **Distance Learning**
   - Development and coordination of digital media resources for distance learning (online courses and other educational tools)
   - Faculty development in teaching, student training and development of incentives.

Committee members agreed to identify topics of discussion relating to each of the three groups. R. Turner and P. Benner will work to prepare this list for Group 1; K. Topp and M. Winter will work to prepare a list for Group 2; and D. Teitel will prepare a list for Group 3. Members will also identify participants to assign to each group.

Committee members agreed to organize discussion in each of the three groups using a system of “Situation – Plan – Target” (STP). M. Winter agreed to provide background materials on this system to Committee members prior to the Symposium. M. Winter will also identify participants who may be able to act as STP facilitators during group discussions.

Final discussion of the Symposium will continue at the May, 2002 meeting of the Committee.

*The meeting adjourned at 10:10 a.m.*

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