The meeting of the School of Nursing Full Faculty was called to order by Chair Pinderhughes on May 16, 2003 at 1:20 p.m. in Room N-217. A quorum was not present.

Approval of the Minutes

The minutes of February 21, 2003 were approved with modifications.

Chair’s Report

- Two meetings will be arranged to receive faculty responses to the current Nursing Strategic Plan since the Plan was unavailable for review prior to the Hot Topics Session before this Full Faculty Meeting. The first meeting will be held on June 11, 2003 in N-217 and the second will be announced after a date and location is determined.
- The School of Nursing report on the results from faculty input on the Long Range Development Plan has been drafted. A presentation about the results will be delivered at the Academic Senate Town Hall Meeting on May 22, 2003 in Toland Hall. Chair Pinderhughes read the summarized highlights from the report.

Dean’s Report

- The May revision of the State Budget has been released. Cuts are definite but there is no threat to the current faculty or FTEs. Professional fees will increase. The students will be most affected by the cuts but the increased availability of scholarships due to the current nursing shortage will help to counterbalance that effect. The budget for the School of Nursing was accepted as submitted.
- There is a new endowed chair called the Sharon Lamb Endowed Chair. The Endowed Chair Selection Committee is accepting nominations for the endowment. Nominations should be sent to Kathy Lee, Professor, Family Health Care Nursing. The deadline for nominations is July 15, 2003.
- The Dean’s Council will be having a retreat at the end of May 2003.
- Regarding the MSO Retreat, there is a desire to get more input from the staff.
- The School had a very successful Alumni Day on April 26, 2003. Jane Norbeck was the recipient of the Alumni Award which will be known in the future as the Jane Norbeck Distinguished Alumni Award.
Associate Dean’s Report

- G. Padilla announced three upcoming workshops:
  - The next National Research Service Award (NRSA) workshop will occur in July and August 2003. Anyone who knows of interested students should contact G. Padilla directly.
  - Training Grant Workshops will be offered in the summer of 2003 in the months of July, August, and September. A notice of specific dates and locations will be sent via email. The next due date for Training Grants is December 1, 2003.
  - Research Grant Workshops will also be offered this summer to help applicants develop proposal ideas, undergo mock reviews, etc. The submission deadline for grant proposals to the National Institutes of Health (NIH) is October 1, 2003.
- SPSS, the statistical software that is used throughout the School of Nursing, will be upgraded. Everyone will receive a summary of the updates. The update is very user friendly and will allow users to convert SPSS output data into a Word document.

Department Reports

Community Health Systems

- The candidate for chair withdrew her application. The committee is planning to move forward but there are no definite plans yet.
- Dean Dracup has addressed the Chancellor about the issue of space within the School and how lack of space affected this candidate’s decision. She agreed to draft a report regarding space issues within the School of Nursing for the Chancellor.
- The department is currently searching to fill a number of faculty positions in Informatics, Primary Care, Administration, and Psychiatric/Mental Health.

Family Health Care Nursing

No report.

Physiological Nursing

No report.

Social & Behavioral Sciences

No report.

Committee/School Reports: School of Nursing

Recruitment and Retention

- The Committee drafted a report outlining the need for an ADN to MS program as well as a road map to implement the program. Lynda Mackin reported that the Masters Program Council (MPC) approved the program and it moved to send the proposal to the full faculty for a vote. The Faculty agreed on the concept of the program but a full vote could not be conducted without a quorum.
- The Faculty discussed how to implement the program. It was agreed that the program should be presented to the Educational Policy Committee in order to determine if any education policy issues exist with the current plan.
- MPC will re-evaluate the details of the program. The Faculty also agreed that an ad hoc committee should be formed in order to monitor the implementation of the program.
MEPN Program Council

- The Dean’s office is preparing for the five-year review of the pre-licensure year scheduled for Fall 2003. The self study will be completed and the days of the site visit will be November 5 & 6, 2003.
- The MEPN program is expanding to 68 this year and hopes to expand to 76 next year. The MEPN Director, Scott Ziehm, has been meeting with nursing administration at the local community hospitals and has obtained additional clinical sites at Kaiser Permanente Medical Center, San Francisco, St. Francis Memorial Hospital in San Francisco and Sequoia Hospital in Redwood City.
- MEPN Screening Committee had many more files to review this year than last. They provided more information to the School of Nursing Faculty on the screening process. The Committee recommended that they adhere to the 3.0 cumulative undergraduate grade point average (GPA) requirement and that every file with a 3.0 GPA or above should be reviewed by a committee member. More members will be needed from the SON departments to be part of the committee.

Doctoral Program Council

- An informational session was held to inform students about the 3-paper dissertation option, which was well attended. Students have requested written guidelines for this option. It was emphasized that they must discuss this program with their advisors in order to receive guidance and avoid any misunderstandings about meeting the qualifications of the program.
- Departments differ in structure and in whether specific guidelines exist for their programs. Regardless of individual department policy, the students must discuss their program requirements with their advisors in order to avoid any misunderstanding. Per student request, guidelines will appear in the faculty & student handbooks.
- Dean Dracup suggested that the issue of guiding students through the dissertation option be a hot topic to make sure faculty are consistent in advising students.

MS Program Council

- Core courses were reviewed and several issues were identified including the increased need for teacher assistant (TA) support, course sequencing, and addressing schedule conflicts between Primary Care and CNS core courses. As a result, MPC came up with the following action items:
  - Solicit more detailed input from specialty coordinators on how clinical core courses meet the needs of students in their specialty.
  - Drop N226 as a CNS core course. The N226 course could continue to be offered as a specialty requirement or elective.
  - Establish an end of the year meeting to discuss courses and identify gaps and areas of overlap.

Research Committee

No report

Report from Rules & Jurisdiction

No report.

Approval of Consent Calendar

Because a quorum was not present, the consent calendar was not approved. The consent calendar will be distributed to the full faculty via email by Academic Staff for approval.
New Business

Faculty Involvement in Development and Fundraising

Dean Dracup announced that Mark Boone, Director of Development, is available for any faculty who require development efforts to support clinical practice within the School. Since the School has reached 60% of its goal, it is an opportune time to identify potential donors.

Workplace Safety

- The faculty discussed the need to increase workplace safety in light of the incident that occurred in the Fall 2002 in Arizona where a nursing student killed several members of the nursing faculty.
- The faculty discussed ways to increase awareness by having a brown bag lunch with law enforcement who can discuss safety options with the faculty, having Student Health Services speak to faculty about providing support to students, and conducting a survey on student mental health on campus. The faculty agreed that this issue should be a Hot Topic for Fall 2003.
- Chair Pinderhughes proposed that training be offered to advisors on how to deal with students who are starting to have problems in school.

Research Team Meeting

- G. Padilla announced that the Research Project Staff-Principal Investigator Team has started its meetings. The next meeting is June 20, 2003 and the topic will be the Health Information Privacy Protection Act (HIPPA) and research.

There being no further business a motion was made and approved to adjourn the meeting at 2:30 p.m.

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