SCHOOL OF PHARMACY FACULTY COUNCIL
Betty-ann Hoener, PhD, Chair

MINUTES
Meeting of May 29, 2003

PRESENT: B. Hoener (Chair), B. Alldredge, S. Kahl, M. Koda-Kimble, H. Lipton, L. Rice, C. Tsourounis


GUESTS: Mary Croughan, Robert Day, Don Kishi

The School of Pharmacy Faculty Council was called to order by Chair Hoener on May 29, 2003 at 2:30 pm in S-118. A quorum was not present.

Approval of Minutes
The minutes of April 17, 2003 were reviewed and approved pending further approval by a quorum of members at the June meeting of the Council.

Chair’s Report
Chair Hoener presented details of the School of Pharmacy Laboratory Safety Committee membership as an informational item.

Dean’s Report
Dean Koda-Kimble informed Council members that the Dean’s Office is in the initial stages of planning a faculty retreat to take place in early December, 2003. This retreat will serve as a forum for extensive discussion of the School of Pharmacy’s strategic plan. Dean Koda-Kimble requested that the Council provide input regarding specific questions which should be addressed at the retreat. Council members agreed to conduct a discussion of possible questions to be raised at the retreat before forwarding recommendations to Dean Koda-Kimble. Prior to this discussion, a sub-group of the Council (to include B. Hoener, S. Kahl, L. Rice, and C. Tsourounis) will examine the School’s current strategic plan in a one-hour meeting to take place between June 11, 2003 and June 26, 2003). This sub-group will report to the Council to provide background to further discussion of possible questions to be addressed at the retreat.

Dean Koda-Kimble noted that the deans of the four schools at UCSF have recently been engaged in a consideration of how to facilitate and implement interdisciplinary/cross-school teaching at UCSF. Discussion of this important topic will continue. Specifically, the deans will work with student affairs offices to identify time(s) at which students from all four schools might be free to attend an interdisciplinary class(es). Dean Koda-Kimble will update the Council as further developments occur.
Presentation of Academic Senate Mentoring Task Force - Mary Croughan, Co-Chair and Don Kishi, Member

Drs. Croughan and Kishi presented an overview of and distributed documents relating to the recent work of the Academic Senate Mentoring Task Force which is co-chaired by Mary Croughan and Vice-Chancellor Dorothy Bainton. Principally, they highlighted the following:

The Task Force was charged with designing and implementing a faculty mentoring program for the UCSF campus to assist in career advancement. Other goals of the program were to:

- Enable UCSF to develop a reputation for excellent faculty mentoring as a means of recruiting and retaining the highest quality faculty
- Increase diversity of the faculty through improved mentoring of under-represented minority faculty and potential faculty (e.g., housestaff and post-doctoral fellows)
- Increase faculty satisfaction at UCSF

Details of the program which the task force will recommend to UCSF Chancellor J. Michael Bishop are highlighted in the Draft Executive Summary of the Task Force and supporting documents.

Following extensive discussion of the proposed program, the Council expressed broad support of the task force’s efforts. Chair Croughan requested that further comments and suggestions be forwarded to her or to Senate Analyst Melanie Fisch. These comments and suggestions will be incorporated into a final report of the task force which will be presented to the faculty councils of the four schools, the deans of each school, and to the Chancellor.

Discussion of Draft Academic Personnel Manual Section 015

The Council discussed at length proposed changes to Academic Personnel Manual Section 015 which addresses faculty-student relations. Following extensive discussion, members acknowledged the importance of such a policy but recommended that the current APM 015 remain unchanged. Chair Hoener agreed to draft a communication detailing this recommendation which will be directed to Daniel Bikle, Chair of the Academic Senate.

Review and Approval of Proposed Awarding of Degrees for 2002 - 2003

This item was postponed until the Faculty Town Hall meeting of Friday, June 6, 2003.

Report from Committee on Educational Policy

S. Kahl reported to the Council that Chris Cullander, Associate Dean of Student and Curricular Affairs, will no longer review the language of student evaluation forms prior to forwarding these evaluations to the instructors. Student evaluations of faculty will be viewed by faculty as written in order to expedite the evaluation process.

Currently, students are able to enter Advanced Pharmacy Practice Experience (APPE) only with a grade point average (GPA) of 2.0 or greater. S. Kahl noted that several students in 2002-3 failed to achieve this average. The Educational Policy Committee has therefore proposed a revision to current policy, which will allow students who fail to achieve a 2.0 GPA to appeal decisions not to allow them to enter Advanced Pharmacy Practice Experience (APPE). Students will continue to be required to maintain a 2.0 GPA in order to graduate. The Council discussed the proposed revisions at length and emphasized the need to ensure that these revisions are fully discussed and voted on by faculty at the faculty town hall meeting to take place on June 6, 2003.

S. Kahl reported that the Academic Senate Committee on Courses of Instruction is currently reviewing and standardizing the unit values of courses across the four schools at UCSF. He noted that the School of Pharmacy is specifically considering the unit values of Advanced Pharmacy Practice Experience. He will keep the Council apprised of further discussion.
Old Business

- Discussion of Report on School of Pharmacy Faculty Survey on Long Range Development Plan
  Chair Hoener noted that the Academic Senate Town Hall meeting of May 22, 2003 at which the reports of the four schools were presented was a success and well-attended. She informed the Council that these reports will now be synthesized into a single report by the Office of the Academic Senate and that this report will be presented to the Long Range Development Plan Amendment Committee and Sub-Committee on Academic Affairs, as requested by Daniel Bikle, Senate Chair. Discussion of the Long Range Development Plan Amendment will remain ongoing and Chair Hoener will keep the Council apprised of developments relating to this important issue.

- Selection of School of Pharmacy Faculty Council Chair 2003-2004
  Council members requested that Chair Hoener serve as Chair for a second term (2003-2004). Chair Hoener agreed and will serve for a second term pending approval by a quorum of the Council at the Council’s June meeting at which a vice chair will also be selected.

New Business

R. Day presented a brief overview of Proposed New Academic Personnel Policy on the Clinical Professor Series (APM -278) and the Voluntary Clinical Professor Series (APM - 279) (http://www.ucop.edu/acadadv/acadpers/apm/review.html). He requested that Council members review the proposed changes and forward comments to him as soon as possible.

The meeting adjourned at 3:40 p.m.
# Meeting Attendance Record

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