MINUTES

Monday, October 14, 2002
9:00 – 10:00 a.m.
Room S30

Present: P. Benner (Chair), D. Curtis, D. Deen, D. Teitel, K. Topp, R. Turner, R. Sanchez

Absent: R. Kamei

Guests: Tamara Maimon, Director, UCSF Academic Senate

Chair Benner called the meeting of the Committee on Educational Policy to order on Monday, October 14, 2002 at 9:10 a.m. in Room S30. A quorum was present.

Chair’s Report

Chair Benner welcomed Committee members and noted that the bulk of committee work for the year 2002-2003 would consist of follow-up work to the May 21, 2002 Symposium of Leaders (see attached report). She noted also that:

- Clinical faculty in the School of Medicine feel increasingly burdened by recent changes to the school’s curriculum. The Committee suggested that Andrea Sello, President of Clinical Faculty on the School of Medicine, be invited to attend meetings of the School of Medicine Committee on Educational Policy and that she attend meetings of the Academic Senate Committees on Educational Policy and Courses of Instruction on an ad hoc basis to discuss with committee members the ways in which the pressures on clinical faculty engendered by changes to the curriculum might be reduced. P. Benner agreed to convey these suggestions to Sue Carlisle, Chair of the School of Medicine Committee on Educational Policy and to Mel Heyman, Chair of the Academic Senate Committee on Courses of Instruction. She also noted that discussion of this issue will continue at future meetings.
- The Committee will hold a joint meeting with the Committee on Courses of Instruction in the near future to discuss ongoing courses and coordination of courses taught across schools at UCSF.
- A Master Plan for Education [http://www.ucop.edu/acadinit/mastplan/welcome.html](http://www.ucop.edu/acadinit/mastplan/welcome.html) was recently released by the California Legislature. Chair Benner distributed copies of the Executive Summary of this report (attached) and requested that committee members email comments on the summary to her prior to the meeting of November 18, 2002.
Approval of Minutes

The minutes of May and June, 2002 were approved unanimously and with no changes.

Symposium of Leaders Follow-Up

Classroom Scheduling and Allocation of Resources

M. Winter informed the Committee that a letter will be sent to individuals identified at the Symposium of Leaders inviting them to join the Classroom Scheduling Advisory Committee (Attachment 1). This committee will be a sub-committee if the Committee on Educational Policy and will work to develop policies relating to the efficient scheduling of classrooms on campus.

Integration of Educational Courses Across Schools

Chair Benner suggested that the Committee work to identify faculty members from each of the four schools who would be willing to teach interdisciplinary “portable lectures”. Chair Benner will request that the Educational Policy committees of each of the schools identify such individuals and provide information regarding courses and materials which would lend themselves to inclusion in portable teaching modules. Committee members suggested that many of these modules be web-based and emphasized that web-based teaching should be strongly encouraged. Chair Benner agreed to send a letter to the Academic Senate Committee on Academic Personnel suggesting that web-based and interdisciplinary teaching be highly regarded in promotion reviews.

Chair Benner also agreed to provide the Committee with updates relating to the development of cross-school clinical skills centers, international educational opportunities, and current cross-school student initiatives.

Distance Learning

D. Teitel informed committee members that he will continue to work with Library staff to develop a UCSF database of educational resources which will be compatible with the HEAL database currently under national development (http://www.healcentral.org/index.htm). He also informed the group that the UCSF CIT Advisory Group will be established within the next few months in collaboration with the Library and that he will provide regular updates regarding meetings of this group.

The meeting adjourned at 10:10 a.m.

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