SCHOOL OF NURSING FACULTY COUNCIL  
Barbara Drew, RN, Ph.D., Chair

MINUTES  
Meeting of January 23, 2004

PRESENT:  Chair B. Drew, Vice Chair C. Portillo, K. Chesla, R. Miller, H. Pinderhughes, K. Puntillo, E. Scarr, and S. Robinson

ABSENT:  C. Kelber and K. Dracup

GUEST (S):  Associate Dean of Administration, Zina Mirsky, RN, EdD, and Associate Dean for Practice, Nancy Donaldson, RN, DNSc, FAAN

The meeting of the School of Nursing Faculty Council was called to order by Chair Drew on January 23, 2004 at 9:00AM in Room N-319. A quorum was present.

Announcement from the Chair

Chair Drew introduced committee members to new Senate Analyst, Janet Whittick, who will be replacing Judy Dang.

Update on UCSF Stanford Center for Research and Innovation in Patient Care

Nancy Donaldson, Director of the Center for Research and Innovation in Patient Care (CRIPC) updated the Faculty Council on recent activity. Donaldson reported on the activities of the Faculty Practice Committee (FPC) to strengthen Faculty Practice related quality, risk reduction and compliance. An Infrastructure Subcommittee, chaired by Barbara Burgel, has developed standards that were approved by the Full Faculty and are the basis for self-assessment of faculty practices. Findings from the self-assessment process have suggested indicators with the potential for standardization across faculty practices to improve the quality of care. In addition, the ongoing FPC work to refine new hire credentialing and ongoing validation of competency policies and procedures is being coordinated by Joanne Saxe, Professor in the Department of Community Health, School of Nursing. The work of the Faculty Practice Committee and its Chair, Pilar Bernal de Phedils, led to the successful submission of a CRIPC abstract to the American Association of College of Nurses for its February 25-26, 2004 Faculty Practice Conference in Scottsdale, Arizona. As one of the original podium presenters at an AACN conference, UCSF is pleased to be returning again this year.
Dr. Donaldson also reported that the CRIPC has been invited to submit a grant by the Gordon and Betty Moore Foundation that will measure the impact of the Foundation's California Nursing Initiative.

**Chair’s Report**

Chair Drew reported that Erika Froelicher, RN, PhD, is launching a pilot project at UCSF to assist nurses in smoking cessation through an online program that was developed at UCLA. Registered nurses are the health professionals with the highest percentage of smokers, and many may not seek assistance because of the embarrassment and stigma of addiction. On the afternoon of February 4, 2004, the online program will be demonstrated in the Department of Physiological Nursing N631K Conference Room for those interested; refreshments will be served.

**Gordon and Betty Moore Foundation Grant Proposal for Accelerated Doctoral Program**

Zina Mirsky presented the Faculty Council with updated information about two grant proposals solicited by the Gordon and Betty Moore Foundation, one of which would support doctoral students who plan to join teaching faculties in the five county Bay Area region (see CRIPC section for more information on the other proposal). Mirsky reported that the Moore Foundation is only accepting solicited proposals, and that the School of Nursing has been invited to apply for these funds, making a strong likelihood that the grant proposal will be approved sometime in mid-February. Foundation staff are committed to working with the School of Nursing to create an acceptable program for both organizations.

The goal of the Moore Foundation is to increase the quality and quantity of trained nursing professionals through direct support of doctoral students who plan to remain in the Bay Area and join faculties of regional training institutions. The grant will provide tuition plus a $50,000/year stipend, administered by the Dean’s Office, to ten students entering the School of Nursing in Fall 2004 who agree to a three-year accelerated doctoral program. In subsequent years, the grant will be expanded to cover additional students.

Challenges involved in the accelerated doctoral program include notifying incoming students about the new resources available and developing a process and priorities for selection of eligible candidates. Faculty need to be committed to the program in order to facilitate student mentoring while also coordinating research to fully support student dissertations in the shortened timeframe.

**Minutes**

The minutes from the meeting of December 12, 2003 were unanimously approved with changes.

**Discussion of Revised Strategic Plan**

Chair Drew reported that the revised Strategic Plan is currently with an editor who is cleaning up the copy and formatting the report, but substantive edits can still be sent to Zina Mirsky. An edited draft will be forwarded to the Faculty Council as soon as available—Chair Drew asks that this be reviewed and commented on within three days of receipt. Faculty Council members were thanked for their contributions, in particular Howard Pinderhughes who was instrumental in shepherding the
process over the past year. The Strategic Plan and Addendum will be valuable internal tools used to inform future faculty councils, and will be approved by the full nursing faculty. A summary of major goals and challenges will be available in the spring issue of the journal, “Science of Caring.”

Ellen Scarr remarked that the draft document was weighted towards research, as opposed to education or clinical practice, and that a review should be made to insert, “teaching,” in text wherever appropriate.

Other edits suggested were:

- p.5-6 “Crystallized,” used twice in a row. The editor is likely to correct this.
- p.6 Table lists “Select Areas” which is actually a list of Masters Specialty Areas, and should be named as such.
  - Assistant Deans should be listed.
  - Numbers could be reorganized into a separate table.
- p.7 It is unclear what the timeframe is for research funding.
  - Do not list areas of research expertise.
- p.9 Relate this more to health.
- p.11 The goal is unclear and should be reworked.
  - Consider deleting, “further,” in the statement, “…further the evaluation…”
- Committee lists should be double-checked for accuracy

**Update on 2004-05 Budget**

Zina Mirsky updated the Faculty Council about the 2004-05 budget process. More information will be available at a special full faculty budget briefing on February 5 from 12:00PM-1:00PM in Tolland Hall, followed directly by a special Faculty Council meeting from 1:00PM-2:00PM.

Health sciences professional fees are proposed to increase, partially offsetting the reduction of State funding. At this time, the School of Nursing has been excluded from this professional fee increase, likely because of the critical nursing shortage and higher fees would make it even more difficult to recruit students whose professional pay level is often less than other graduates of UCSF.

The 2003-04 budget permanently cut approximately 5% of school resources, largely taken from Administration. If additional permanent cuts are required for the 2004-05 budget, the School will need to look for new solutions. Because of this, Mirsky asked that the Faculty Council engage in setting budget priorities and that a channel of communications between the Administration and the Faculty Council be created. Chair Drew asked that the Faculty Council receive an overview of the budget, a menu of items that might be cut (and a valuation on what these are worth), Dean’s recommendations for cuts, and a timeline for decision-making. At the special meeting on February 5, the Faculty Council will determine what additional information it might require and begin designing a process to engage in 2004-05 budget decisions.

Note: decisions on the budget may be affected by the State Legislature’s May Budget revision.

**Discussion of Term and Membership of School Committees**
Chair Drew identified the opportunity to rethink and restructure SON Committees. The goal is to reduce overlapping and duplicitous responsibilities of committees, streamline faculty decision-making, and maximize the effectiveness and time commitment of these voluntary roles. For example, there is a seeming overlap of responsibilities between the Education Policy Committee, MS Program Council, MEPN Council, and Doctoral Program Council. Another example is the duplication of roles in the SON Rules and Jurisdiction Committee and the campus-wide R&J Committee (other schools fold R&J duties into the Faculty Council). The Academic Senate R&J Committee has already recommended that the SON R&J Committee be disbanded.

One option is to activate certain initiative-based committees only when necessary, and to temporarily suspend committees that are not currently required. Another option is to revise the committee structure through the bylaws, thereby making permanent changes to the committee structure. Additionally, Chair Drew recommended that the Faculty Council evaluate the effectiveness and value of each committee annually, and that the committee chairs be invited to the first meeting of the Faculty Council each fall in order to present their priorities for the committee’s work for the coming year. It was also suggested that incoming and outgoing chairs meet beforehand to discuss past work and ongoing efforts of the committees.

The Faculty Council also gave thought to the volunteer surveys collected each year that are used to assign committee duties. Often, respondents only list one choice or do not return their survey at all. It was suggested that the survey state that non-respondents will be automatically assigned committee duties by Faculty Council without their input, and that the surveys be changed to list degrees of interest (very interested, interested, somewhat interested, not interested) rather than priorities (first choice, second choice, third choice).

It was agreed to place this topic on the agenda for the February 27, 2004 meeting of the Faculty Council. SON bylaws will be on-hand. Over the interim, Howard Pinderhughes will contact the Chair of the Recruitment and Retention Committee, Carmen Portillo will contact the Chair of the Rules and Jurisdiction Committee, and Kit Chesla will contact the Chair of the Education Policy Committee to gather their insight and feedback on this issue.

**New Business**

Susan Robinson recommended that the Faculty Council prepare a communiqué to students discussing the closure of the Learning Resource Center (LRC) in Room N-707. Students are unclear about the reasons for closing the LRC, and have proposed an alternative student-run center in the locker room on the second floor.

However, Mirsky reported that the decision was both a budgetary and space issue. The UCSF Library is funded to provide these services to students, and library staff and resources often go underutilized. Space within the School of Nursing is extremely limited. In particular, the second-floor locker room is on loan to the SON for specific use as a locker room, and may not be available for other uses.

Rosemary Plank will be invited to future department meetings to discuss opportunities to provide service through the UCSF Library, as well as copyright infringement issues related to the use of E-reserves and course readers.
The meeting adjourned at 11:24 AM.

**Meeting Attendance Record**

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A = Absent  
EX = Excused  
X = Present  

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