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

MINUTES
Meeting of September 18, 2003

PRESENT: B. Hoener (Chair), C. Cullander, P. Finley, S. Kahl, L. Kroon, H. Lipton, N. Oppenheimer, L. Rice, K. Yang

ABSENT: B. Alldredge, L. Benet, M. Koda-Kimble, K. Lem, C. Tsourounis

GUESTS: Robert Day, Associate Dean (for M. Koda-Kimble); Aaron Huwe

The School of Pharmacy Faculty Council was called to order by Chair Hoener on September 18, 2003 at 2:30 pm in S-936. A quorum was present.

Welcome and Introductions
Chair Hoener welcomed Council members and Academic Senate Office Staff and invited attendees to introduce themselves. Senate Analyst Judy Dang provided an orientation packet of materials related to the Council’s meeting schedule, membership list, and other documents related to Senate activities and information.

Dean’s Report
R. Day reported that the School will establish its first distinguished professorship following a gift from Harry Hind and his wife, Diana Hind. They have provided for $2.65 million to establish the Harry W. and Diana V. Hind Distinguished Professorship in Pharmaceutical Science.

Dean Koda-Kimble and David Kessler, the new dean of the School of Medicine and vice chancellor for medical affairs, met recently and discussed additional collaboration between the Schools of Medicine and Pharmacy. In addition, Dean Kessler will serve as the commencement speaker for the School of Pharmacy graduation on May 14, 2004.

The School of Pharmacy homecoming event is scheduled for November 1, 2003 for faculty, friends, and alumni. Associate Dean Day encouraged Faculty Council members to attend the reception and banquet.

L. Rice reported on Senate Bill 361, which seeks to replace the Board of Pharmacy-developed and administered licensing examination with a combination of the North American Pharmacist Licensure Examination (NAPLEX) and a Board-developed Multi-State Pharmacy Jurisprudence Examination for California. The NAPLEX is a computer-based examination, which is administered continuously by the National Association of Boards of Pharmacy, a non-profit association of pharmacy licensing boards. California is the only state that does not currently recognize the NAPLEX exam. Adoption of the national exam would allow for reciprocity with other states. If passed, this legislation will allow students taking the exam as of January 2004 to transfer their licenses to other states. It will also allow others from out of state to be licensed in California provided they take the NAPLEX and jurisprudence exam after January 2004.
**Election of Faculty Council Vice Chair**
Lisa Kroon, Associate Clinical Professor in the Department of Clinical Pharmacy was unanimously elected vice chair for 2003-04.

**Discussion of Faculty Council Agenda for 2003-2004**
The Council discussed the following possible issues to address for 2003-04:

- Impact of the budget reductions for 2004-05 fiscal year. The Council agreed to invite Associate Dean Duca to the next meeting to present the School’s budget and to begin discussions on possible priorities for School.
- Decentralized administrative functions of the Dean’s Office
- Council involvement with the Committee on Academic Planning and Budget in delineating its priorities for the School budget
- Lack of faculty participation at faculty meetings, student activities, and other School events. The Council agreed to invite a member of the planning committee for the School’s retreat to the next meeting to discuss the retreat’s agenda and the possibility of including faculty involvement as another topic for the retreat.
- Potential issues related to reduction in available classrooms for 2004-05 academic year due to recent and ongoing curricular changes which call for higher number of courses with smaller class sizes. The Council discussed and acknowledged the noticeable reductions in problems related to classroom space and scheduling. The Council encouraged faculty members to transmit feedback directly to the Office of Admissions and Registrar if desired.
- Process of selecting members to School committees

**Approval of School Committees**
The Council discussed the following issues related to the list School committee members:

- Concern with selection of Emil Lin as vice chair of the Admissions Committee due to lack of recent service on the committee.
- Suggestion to transfer Helene Lipton from the Admissions Committee to the Informatics Committee as member and as vice chair if desired.

The Council agreed to transmit a communication to Dean Koda-Kimble to suggest these changes.

**Proposal to Revise School of Pharmacy Bylaws**
The Council discussed elimination of the Secretary office from the bylaws and reduction in membership on the Council by reducing the department representative number from two to one and increasing the At Large members to four. The Council agreed to eliminate the Secretary from the bylaws and insert an amendment to designate the Academic Senate Office as the Secretary. The Council agreed to discuss the number of members at the next meeting due to concern with inadequate representation if only one department representative serves on the Council. The Council requested the current distribution of faculty by series for the next meeting in order to assess the distribution of Pharmacy faculty across the series in relation to representation on the Council.

**Revised Student Misconduct Policy**
The Council discussed the revised Student Misconduct Policy and unanimously approved the policy. The Committee on Educational Policy will also review the policy before submission to the School of Pharmacy faculty for approval.

**Old Business**
Chair Hoener reported on available space in Room U76 in University Hall for faculty from other locations to use as office space while on Parnassus. Cynthia Watchmaker, assistant dean and director of
the Office of Student and Curricular Affairs, will notify course directors of this space. The Council discussed the expectation that faculty from the School and other schools at UCSF conduct scheduled or by-appointment office hours on Parnassus if teaching more than two classes in a Pharmacy course. The Council agreed to transmit a letter to the course directors of this expectation. In addition, the Council charged the Committee on Educational Policy to discuss this issue and suggested implementation of a pilot project.

**New Business**

L. Kroon reported on her role as alternate faculty delegate to the American Association of Colleges of Pharmacy and agreed to provide reports on the Association’s activities periodically.

The meeting adjourned at 4:30 p.m.
### Meeting Attendance Record

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