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

MINUTES
Meeting of October 16, 2003

PRESENT: B. Hoener (Chair), L. Kroon (Vice Chair), L. Benet, A. Burlingame, C. Cullander, S. Heard, S. Kahl, M. Koda-Kimble, K. Lem, N. Oppenheimer, L. Rice, C. Tsourounis

ABSENT: B. Alldredge, P. Finley, H. Lipton, K. Yang

GUESTS: Robert Duca, Associate Dean

The School of Pharmacy Faculty Council was called to order by Chair Hoener on October 16, 2003 at 2:35 pm in S-936. A quorum was present.

Minutes
The minutes of the meeting of September 18, 2003 were approved with minor changes.

Chair’s Report
Chair Hoener reported that the suggestion to the Leadership Group regarding a revision to the School’s committee appointments was approved.

Chair Hoener attended the Academic Senate Coordinating Committee meeting on October 14, 2003. David Kessler, new Dean of the School of Medicine, met with Senate leaders for an hour to listen to a discussion of issues that are important to the Senate. Later that day, the Senate hosted a reception for Dean Kessler.

Chair Hoener attended the October 2, 2003 meeting of the Academic Senate Executive Committee. Planning for the new hospital at Mission Bay was discussed. There had been minimal academic input into the hospital planning process, and the leadership of the Senate objected. Mark Laret, CEO of the UCSF Medical Center and others agreed to correct this oversight. Academic input into the planning process, including surveys of faculty members, and especially of junior faculty, will occur, and consultants who are bidding on the hospital planning project may need to revise their bids to include these tasks.

Chair Hoener will attend the Academic Senate Annual Leadership Retreat on Saturday, October 18, 2003. Senate officers and Senate committee and faculty council leaders will be present.

Dean’s Report
Dean Koda-Kimble met with David Kessler, Dean of the School of Medicine, and Dean Kessler suggested that he meet regularly with her and the Leadership Group of the School of Pharmacy. Dean Kessler has insisted that planning for the Mission Bay hospital be re-examined, and he is consulting with all of the Schools as part of the planning process. Dean Kessler is interested in having the new hospital at Mission Bay include clinical research. He is also interested in developing strong science at the
Parnassus campus, and has asked for input from School of Pharmacy faculty. The School will present its research program to Dean Kessler.

Dean Kessler will serve as the commencement speaker for the School of Pharmacy graduation on May 14, 2004.

The UCSF administration will be asking all Schools to prepare strategic plans. Dean Koda-Kimble will send out an additional reminder to the faculty regarding the School retreat in January 2004. A consultant is being hired to assist the School in developing its vision for the future, and attendance at the retreat will be important.

**Students’ Report**

No report.

**Budget Issues – Robert Duca, Associate Dean, School of Pharmacy**

R. Duca explained that in the next few weeks, the Chancellor’s Executive Budget Committee (EBC) will meet to begin providing guidelines on anticipated budget cuts. Final budget cut figures will probably not be available until May 2004. R. Duca reviewed the budget process for Fiscal Year 2002-03, noting that at the end of February 2003, the School was told to plan for budget cuts in a range from $280,000-$390,000, and was required to have a plan in place by April 2003. The School took the approach of applying a cut equally across the Dean's Office and departments, with the final figure being a 2.34% budget reduction for all units. Under the campus budgetary process, the School then had the opportunity to ask the Chancellor for “soft landing” money, and received, on a one-time only basis, most of the funds which had been cut from the budgets of the departments (the Dean’s Office did not receive such “soft landing” monies).

R. Duca also noted that this past spring, Dean Koda-Kimble met with the School’s Board of Advisors to explore ways of generating additional discretionary funds. The outcome from this retreat was suggested plans for each department to generate additional discretionary funds through expanding and/or restructuring their current operations. As an aside, R. Duca also noted that a campus workforce report prepared some time ago had indicated that from the early 1990’s, the number of faculty had grown by some 25%, while the amount of staff and infrastructure/supply expense had grown by some 10-12%.

Besides sharing information with faculty and the Council about last year’s cuts, including how funds were allocated among the departments and the budget decisions made by the different departments, Dean Koda-Kimble and R. Duca emphasized that faculty would be invaluable in considering how to best raise sufficient discretionary funds to compensate for a future budget reductions, either through new business opportunities or fund raising. Dean Koda-Kimble welcomes policy proposals and requests that the Council advise her on how it wants to be involved in the budget process. It was suggested that faculty and departments need to decide now on how to continue to grow without state funding, and that cutting jobs should be avoided if at all possible. R. Duca offered to attend department or unit meetings to discuss financial and budgetary issues as requested.

**Report on School of Pharmacy Faculty Distribution by Series**

Based on the statistical report prepared by the Academic Senate Office, no change in the number of representatives on the Council should be made until it can be determined how many faculty in the Clinical series are moving into the Clinical X series.

**Preparation for Full Faculty Meeting of November 13, 2003**

A Human Resources Benefits representative will come to the next full faculty meeting to discuss the new Definity Health Plan and new premium issues. Open enrollment is now available on the Internet. Other issues to be addressed at the full faculty meeting include: (1) new admissions reports; (2) an update on the faculty retreat; and (3) a report from the Educational Policy Committee, including the policy on consensual relationships.
New Business – S. Heard

S. Heard, Chair of the Admissions Committee, reported that there were an estimated 1,000 new applicants to the School. Technically, the admissions criterion is a 2.0 grade point average, although in practice, no student with a 2.0 grade point average has been admitted for a long time. However, the 2.0 average criterion may be mandated by the state. The Committee will be evaluating options for what it would take to either change (increase) the GPA requirement or, at least, better inform prospective candidates about the typical lowest GPA averages of successful candidates. In this way, candidates can make an informed choice about proceeding with their application. The Committee is concerned about the volume of work involved with so many applications and is interested in finding ways to focus on those applications which are more likely to go forward in the review process. At the same time the Committee is careful to not overlook candidates who may present a strong overall application, but may have a lower GPA.

The School had an 86% pass rate on the California State Board of Pharmacy Licensure Examination this last year. Beginning this spring California will switch to the North American Pharmacist Licensure Examination (NAPLEX), a computer-based examination, which is administered continuously by the National Association of Boards of Pharmacy, a non-profit association of pharmacy licensing boards.

Continued Discussion of Revisions to School of Pharmacy Bylaws

The Council continued discussing the elimination of the Secretary office from the bylaws, and agreed to do so. As noted above, the Council decided not to reduce membership on the Council at this time.

The meeting adjourned at 4:00 p.m.
### Meeting Attendance Record

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