MINUTES DRAFT

Monday, January 5, 2004
3:00 – 4:00 p.m.
Room CL101

Present: M. Winter, D. Deen, P. Fox, H. Sanchez, R. Shafer
Absent: R. Kamei, A. Miller, R. Turner

Chair Winter called the meeting of the Committee on Educational Policy to order on Monday, November 3, 2003 at 3:07 p.m. in Room CL101. A quorum was present.

Approval of Minutes

The minutes of the meeting of November 3, 2003 were approved as submitted.

Chair’s Report

Report from UCEP
• Chair Winter reported that the University Committee on Educational Policy recently discussed Senate Regulation 544 which allows students to enroll for classes at a different UC campus than their home campus. At UCSF the practice had been to allow only graduate students to take part in this intercampus exchange. Chair Winter had been in contact with the Office of Admissions and Registrar to revise the form and website which details this information. UCEP also discussed proposed revisions to Academic Personnel Manual 760 which describes leaves of absence. The proposal attempts to expand the policy on “stopping the clock” for additional faculty titles. In addition, APM 210 was reviewed and the revision attempts to state that criteria for advancement for part time faculty should be based on comparable quality but proportional to the rate of full time faculty.

Hospital Planning Task Force
• The Academic Senate has created the Hospital Planning Task Force to coordinate faculty input in the planning of a new hospital. The task force will collaborate with Kurt Salmon and Associates, consultants identified to assist UCSF in the planning process. The consultants will gather information and submit a proposal to the Chancellor in July, 2004. The task force has identified faculty from the four schools to participate in focus groups with the consultants in order to provide feedback on planning the hospital.

Old Business
Report from the Campus-wide Ethics Course Subcommittee – D. Deen & P. Fox
The subcommittee recently met with Susan Eastwood, an editor in the Department of Neurological Surgery; Michael Callaham, professor in the Division of Emergency Medicine of the Department of Medicine; and Linda Mitteness, professor in the Department of Anthropology, History and Social Medicine.

D. Deen suggested that the ethics course be a required course for both graduate and post-doctoral students, starting with the incoming students of the year in which the course will be offered. Because post-doctoral students do not enroll in any formal courses, this issue will require additional discussion. Currently the National Institutes of Health requires enrollment in an ethics course for awardees of its training grants therefore the requirement of an ethics course will not be new to post-doctoral students.

D. Deen will invite these speakers to the next CEP meeting and will collaborate with P. Fox to create proposal for the format of the course. The Committee suggested that it should be web-based with face-to-face time for follow-up discussions and case studies.

New Business

Unified Academic Calendar
The Committee on Academic Planning and Budget invited Chair Winter attend its next meeting to discuss the possibility of consolidating the campus calendar in order to promote cost-savings across schools.

There being no further business, Chair Winter adjourned the meeting at 3:50 p.m.

Meeting Attendance Record

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