COMMITTEE ON EDUCATIONAL POLICY
MEETING NOTES: Health Science Institute Proposal Subcommittee

On October 22, 2004, Lynn Verhey, Chair and Margaret Wheeler, Member of the Health Science Institute Proposal Subcommittee held a teleconference meeting to discuss their initial thoughts on the feasibility of the Health Science Institute Proposal.

M. Wheeler began the discussion by stating that she thought the proposal was full of great ideas. However she felt that in order for the proposal to be successful there would have to be a considerable amount of funding invested to ensure that the Institute was properly maintained. Chair Verhey agreed that the proposal was a good idea in principle but he was also concerned with the amount of resources that the Institute would need in order to become a meaningful tool for the campus. He noted that while the proposal makes mention of comparable institutes at various universities, those models would not allow for an accurate estimate of costs and feasibility for the UCSF as it is in the unique position of having five campuses spread throughout the city. Both Chair Verhey and M. Wheeler agreed that a large amount of faculty development would be needed to make the Institute effective and since the campuses are spread out, facilitating that development would be difficult.

Another issue considered by the committee was the overall administration of the institute. Both Chair Verhey and M. Wheeler were interested in knowing whether the Institute would be developed as a sort of online department that required a faculty appointment or something that was administered by a particular School. M. Wheeler questioned whether the Institute would be utilized in the way that the proposal anticipates. She noted that often times, faculty are reluctant to utilize online curriculum as a primary source for course development, but are more likely to use certain documents as supplements to already existing courses.

Chair Verhey felt that if done well, the Institute could serve as a faculty development tool, but questioned whether it could be effectively implemented in two years. M. Wheeler agreed stating that the institute would need a lot of administrative support and training support to be useful to the faculty. While M. Wheeler stated that existing faculty could be used to train Institute participants, the Institute would ideally need several trainers skilled in various subject matters to work well.

Both Chair Verhey and M. Wheeler agreed that that the proposal would need further development before the feasibility of using it on campus could be determined. Such development could include:

- Observing the Institute on other campuses to see how the Institute is practically conducted.
- Assessing how Institute products will be produced and how faculty promotions will be considered.
- Polling faculty to see whether the Institute would a valuable resource.
- Getting insight on the position of the Academy of Medical Educators regarding the value of similar Institutes.