The meeting of the Committee on Educational Policy (CEP) was called to order by Chair Sanchez on Wednesday, September 14, 2005 at 3:30pm. A quorum was present.

Committee on Educational Policy (CEP) 2005-2006 Introductions and Orientation
The Senate Analyst summarily reviewed the orientation packets provided by the Office of the Academic Senate. The information contained in the packets was intended to provide the CEP with an overview of the Academic Senate and the CEP’s role therein.

Approval of Minutes
The minutes of the June 28, 2005 meeting were approved.

Chair’s Report/Announcements
Chair Sanchez provided a brief report on the 4th Annual Academic Senate Leadership Retreat. Unfortunately, at this time there is no plan in place for increased Educational Facilities at UCSF. Executive Vice Chancellor A. Eugene Washington reported that his Academically Based Strategic Planning Committee will review this issue sometime in the future. Chair Sanchez opined that education must be a priority at UCSF if the University is to continue to attract top candidates.

Chair Sanchez may invite EVC Washington to come and discuss his Office’s initiatives with the CEP in the future.

University Committee on Educational Policy (UCEP) Report
The UCEP will not meet until October. Chair Sanchez will provide a report at that time.

Discussion on Creation of Proposal for the Establishment of Senate Wide Teaching Facilities Task Force
Deborah Greenspan, Chair, UCSF Academic Senate has asked for the CEP to develop a proposal for creation of a senate wide Teaching Facilities Task Force for the Coordinating Committee to consider.
The CEP decided that ideally the Task Force should consist of the following:

1. One member from each of the Schools that has experience teaching or is at least knowledgeable of the educational needs at UCSF
2. A representative from the Committee on Academic Planning and Budget
3. Associate Vice Chancellor Lori Yamauchi
4. The Associate Dean of Student Affairs from each of the Schools
5. A representative from the School of Medicine Block Leaders
6. One student leader if possible
7. A representative from the Graduate Council

P. Fox will look into identifying members from the School of Nursing that may be able to participate on the Task Force. The CEP asked J. Green to find out whether Non-Academic Senate members (i.e. administrators and students) can participate on a Senate Task Force. The CEP envisions the Task Force as a group that will monitor and advocate for a plan to address campus wide classroom space issues.

Chair Sanchez asked that each member review the materials provided by to the CEP last year by AVC Yamauchi and the report from generated by the 2004-2005 Teaching Facilities Subcommittee and forward him any suggestions that should be incorporated into the proposal. Once the proposal is complete, the CEP will review it and forward it on to the Coordinating Committee for consideration.

In the meantime, The CEP will resubmit the Teaching Facilities Subcommittee report for consideration at a future meeting of the Coordinating Committee.

Discussion on CEP Involvement in Continued Monitoring and Implementation of Responsible Conduct of Research (RCR) Proposal
Chair Sanchez reported that the RCR proposal is moving forward. A committee has been formed to push the proposal through. While the administration is enthusiastic about the program, it has yet to be funded.

Update on Resource 25 Implementation & Online Grading – Doug Carlson, Registrar
Doug Carlson, Registrar, Office of Admissions and the Registrar (Office of the Registrar), reported that he, with the aid of a search committee, has interviewed several candidates for the Associate Registrar. However, the Office of the Registrar was unable to hire any of the top applicants because of salary differences. Another search to fill the position will be conducted soon. Once the Associate Registrar is hired the implementation of Resource 25 will be their priority project.

The implementation of the online grading program has been generally successful. Approximately 25% of grades are being posted online. D. Carlson is in the process of hiring a System Programmer to continue to improve upon the system. Once a programmer is hired, the Office of the Registrar will do begin to publicize the use of the online grading system as the preferred method for grade reporting.

D. Carlson stated that he looks forward to working with the CEP as they continue to implement this system. Chair Sanchez will invite him to the January CEP meeting to provide the committee with another update.
## Committee on Educational Policy 2005-2006 Meeting Attendance Record

<table>
<thead>
<tr>
<th>NAME</th>
<th>9.14.05</th>
<th>10.19.05</th>
<th>11.16.05</th>
<th>1.18.06</th>
<th>2.15.06</th>
<th>3.15.06</th>
<th>4.19.06</th>
<th>5.17.06</th>
<th>6.21.06</th>
</tr>
</thead>
<tbody>
<tr>
<td>Henry Sanchez</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lynn Verhey</td>
<td>EXS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sergio Baranzini</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mitchell Feldman</td>
<td>EXS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alicia Fernandez</td>
<td>EXS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Patrick Fox</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Su Guo</td>
<td>EXS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharad Jain</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art Miller</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TBD Clinical Rep (M)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

X = RSVP Attendance  
EXS = RSVP Absence  
ABS = Absent (no RSVP)

Senate Staff:  
Janelle Green  
Senate Analyst  
jgreen@senate.ucsf.edu  
476-1308