Chair Chafetz called the meeting to order at 3:34 P.M. A quorum was present.

Approval of Minutes from November 14, 2007
The minutes were approved.

Chair’s Report and Announcements – Chair Chafetz
Update from the December 3, 2007 UCEP Meeting
• BOARS Proposal to Reform the University of California Freshman Eligibility Policy
  UCEP agreed that the pool of applicants to be considered for admission to the University of California should be enlarged as recommended in the Board of Admissions and Relations with Schools (BOARS) proposal.
• University of California Budget and Student Admissions
  At the UCEP meeting, there was discussion of expanding undergraduate admissions to increase revenue. Although faculty would like to expand graduate admissions, there are no proposed expanded resources for an increased undergraduate population.
• Online Instruction and Distance Learning
  UCEP postponed discussion on the issue until February 8, 2008.

The Committee discussed the report and requested that it be distributed to the faculty members and administrators listed below for their responses:
Committee Members noted that the report includes only one paragraph about graduate students, however international education is a significant component of study at UCSF.

**Educational Technology at UCSF – Henry Sanchez, Academic Information Systems Board (AISB)**

AISB Educational Systems Advisory Committee (ESAC) (Attachment II)
The Academic Information Systems Board has established an Educational Systems Advisory Committee (Attachment II). Co-Chairs will be David Irby, Vice Dean for Education, UCSF School of Medicine and Dorothy Perry, Associate Dean for Education and Admissions.

The Educational Systems Advisory Committee will discuss campus-wide wireless and technology for classrooms as well as other issues. Executive Vice Chancellor Eugene Washington has earmarked funds for educational technology as part of the Strategic Plan developed in 2007.

Committee Members noted that the educational needs and planning for each School at UCSF are unique. How will these specific needs be represented in ESAC’s work? Committee Members requested that the needs of each School be equitably represented. H. Sanchez will communicate the Committee’s concern to Jonathan Showstack, Co-Chief Information Officer, Office of Academic and Administrative Information Systems (OAAIS).

**Videoconferencing (Attachment III)**

Videoconferencing at UCSF needs to be improved. One of AISB’s objectives is to bring videoconferencing to all faculty users at UCSF. Currently it is not guaranteed that technology in every classroom will work properly every time, creating a problem with consistency in equipment usability. Another goal is to improve the user interface to make videoconferencing more user-friendly.

**Classroom Technology**

Classroom technology has been upgraded, overseen by Associate Vice Chancellor of Student Academic Affairs Joseph Castro.

**Update from the Library – Gail Persily**

**Repurposing the Second Floor**
The Library staff are preparing to move the collections off the second floor.
**Instructional Grants Program (IGP) Meeting**
In November, G. Persily met with CEP Chair Chafetz, Courses of Instruction Chair Abbey Alkon and Senate Analyst Heather Alden to discuss the current structure and future plans for IGP. IGP funds come from the Office of the President. Each UC campus gets an allocation. In 2008 G. Persily will talk with past recipients about the program to see if it still makes sense to offer this kind of grant.

**Accessibility to the UCSF Library for Non-Affiliates**
The Library is currently conducting a feasibility study on limiting access to the UCSF Library for non-affiliates.

**New Business**
**Centralizing Information at UCSF for Interdisciplinary/Interprofessional Education**
In 2008 Chair Chafetz would like to discuss ways to centralize information at UCSF to facilitate interdisciplinary/Interprofessional education.

**Questions for the Registrar**
UCSF Registrar Doug Carlson will attend the January 9, 2008 Committee meeting. Chair Chafetz asked members to consider questions and issues to be discussed at the meeting. The questions suggested included:
- How is the Course Catalog maintained?
- Search capabilities within the Catalog, such as a keyword search?
- Where is the Registrar going with his work?
- How will the Registrar plan for the future of education at UCSF?

**Questions for Students for Interprofessional Learning**
Ashish Patel will attend the January 9, 2007 meeting to discuss his group Students for Interprofessional Learning. The Committee suggested two questions for the discussion:
- What are the barriers to Interprofessional education?
- What plans do the Students for Interprofessional Learning have for 2008?

**Adjournment**
Chair Chafetz adjourned the meeting at 4:50 P.M.