School of Nursing Faculty Council
Robert Newcomer, PhD, Chair

ANNUAL REPORT
2007-2008

Primary Focus Points for the Year:
• Improving faculty participation in shared governance
• Revision of the masters curriculum
• Involvement in the Pathways to Discovery program
• Approval of the Women’s Health Nurse Practitioner track
• Student health coverage

Task Forces, Special Committees, and Sub-Committees:
• Masters Curriculum Task Force
• Task Force to Review UCSF Policies for Faculty Reimbursement of Grant Cost Overruns (Steve Kaye)
• Task Force to Review and Recommend Comment on the University Committee on Educational Policy (UCEP) and Coordinating Council on Graduate Affairs (CCGA) Revised Proposal on the Role of Graduate Students In University Instruction (Nancy Donaldson)
• Task Force to Review the Proposed Revisions to the Health Sciences Code of Conduct (Patricia Benner)
• Sustainability Task Force (Christina Foushee, Rossana Segovia-Bain)
• Task Force to Review the Revised Proposed Health Care Vendor Relations Policy (Barbara Drew)

Issues for Next Year (2008-2009)
• Student medical insurance protection
• Professional Standards of Personal Conduct
• Campus policy governing UCSF credits for international studies

2007-2008 Members
Robert Newcomer, Chair
Linda Chafetz, Vice Chair
Nancy Donaldson (CHS)
Mary Engler (Physio)
Janice Humphreys (FHCN)
Stephen Kaye (IHA)
Mary Lynch (FHCN)
Bethany Phoenix (CHS)

Ex-Officio Members
Kathy Dracup (Dean)
Zina Mirsky (Associate Dean)
Elena Flowers (Student Council)

Number of Meetings: 10
Senate Analyst: Wilson Hardcastle
Systemwide Business

The School of Nursing Faculty Council took up the following Systemwide issues this year:

**Review and Comment to Proposed Changes to APMs 710, 711, and 080**

In 2004-05 and 2005-06, the Systemwide Assembly of the Academic Senate sent to the campuses for review and comment proposed amendments to the Academic Personnel Manual (APM) regarding medical leave and accommodations. The campuses provided their comments and criticisms, and these amendments were revised by Systemwide Committee on Faculty Welfare. The Assembly then submitted the revised amendments to the campuses for comment. Senate Chair Gardner asked the UCSF Committee on Faculty Welfare and the Faculty Councils of all four schools to submit their comments to the Senate for a divisional response.

The proposed amendments addressed three points:

- APM 710 was amended to provide medical leave for faculty.
- APM 711 was amended to provide reasonable accommodations to faculty with disabilities.
- APM 080 was created to set forth provisions for medical separation.

The School of Nursing Faculty Council had several comments which were sent to Senate Chair Gardner in a communication dated November 19, 2008 and attached as [Appendix 1](#).

School Business

**Importance of Shared Governance and Greater Campus Involvement of the SON Faculty**

Throughout the year, the Faculty Council strived to improve communications between Senate committees, campus committees, school committees and the faculty. The faculty Council hoped that SON faculty might be able to become more proactive than reactive to campus and University issues. For the first meeting of the Faculty Council, Chair Newcomer invited all SON faculty currently serving on Academic Senate committees. Reports were requested in writing from all committees, school and Senate, for all meetings of the full faculty.

**Mentoring of Chairs and Faculty on the Valuing of Collaborative Research**

Chair Newcomer reviewed the nature of collaborative research on this campus. Chair Newcomer noted that CAP actively recognizes the value of collaborative research, and that leadership in the School needs to support collaboration, and recognize the value of collaboration in advancement and promotion. The School needs to actively mentor junior faculty on how they can best articulate and present the value of their collaboration for successful advancement. Important language regarding the description of unique contributions to the collaborative research efforts is contained in this year’s Annual Call for Personnel Actions distributed by the Office of Academic Affairs. The Faculty Council engaged in discussion regarding evaluation of collaborative research at various levels.

**Elimination of the GRE Requirement for Master's Specialties**

At the October 26, 2007 meeting of the full faculty, Linda Mackin of the Master’s Program Council reported that the master’s specialties have elected to no longer require the GRE for applications. Processes are in place to monitor the impact of this change.

**Review and Revision of the Masters Curriculum**

Throughout the 2007-2008 academic year, the Faculty Council discussed the plan, process and progress of the MPC on its review of the MS curriculum. Ultimately, a task force was formed to oversee this review and revision, which made regular reports to the Faculty Council and the full faculty. The January 2, 2008 report/memo is attached as [Appendix 2](#). This memo generated many internal discussion points, which are noted in the Faculty Council minutes of January 11, 2008. The MPC provided a progress report to the School of Nursing Faculty Council and the meeting of the full faculty on February 22, 2008, attached hereto as [Appendix 3](#).
Doctoral Program Faculty Workload
In the March 21 meeting of the School of Nursing Faculty Council, Kit Chesla and Roberta Oka of the Doctoral Program Council presented information regarding the increase in faculty workload over the past several years since the Moore Program started. While faculty workload has significantly increased there has been no corresponding release of other responsibilities and portions of the faculty are getting increasingly frustrated, stressed, and aggravated. This increase in workload has also substantially impeded faculty’s capacity to do research.

Issues for consideration and discussion are detailed in the memo from the DPC linked as Appendix 4. K. Chesla presented a proposed rubric for measuring workload on a point system. The proposed measuring method may not apply perfectly to the functioning of the Department of Social and Behavioral Sciences, but is sufficiently flexible that SBS can modify it to account for the variance in their own advisory practices.

The DPC presented this information and rubric to the departments, who responded in different ways, and the DPC sought the support of the Faculty Council to move forward in developing measures of workload and thereby provide faculty a means to address their own responsibilities to Department Chairs when responsibilities become clearly, measurably, and excessively onerous. The Faculty Council supported this effort and the DPC will continue to develop its measuring scheme and reintroduce it at a later date.

Student Health Coverage Crises
In the March and April meetings, the Faculty Council discussed policies and concerns regarding student health programs, and two specific crises which exemplified serious problems with the current system.

The Faculty Council invited Joe Castro, Assistant Vice Chancellor Student Academic Affairs to the May 30, 2008 meeting to discuss the state of student health and protection programs and how they might be improved, as well as possible means of addressing the current crises.

School of Nursing Professional Standards of Personal Conduct
In the May 30, 2008 meeting, the Faculty Council reviewed and discussed the proposed Standards for Personal Conduct governing School of Nursing Students (Appendix 5). Maxine Papadakis of the School of Medicine was invited to participate as she has experience in drafting such standards for professional conduct. M. Papadakis provided this site for additional reference: http://professionalbehaviors.nbme.org

The Faculty Council and the Dean decided to convene a school-level workgroup to adopt an initiative similar to the School of Medicine’s “Professional Standards: Personal Conduct.” This workgroup will work with M. Papadakis so that they might create consistent language to be used across the four schools.

Campus Policy Governing UCSF Credits for International Studies
The Faculty Council received a request (Appendix 6) to issue a formal communication to the program councils with MS and PhD student studying internationally requesting that these program councils develop clear and written policies governing international studies to be credited at UCSF.

The Faculty Council will ask the Masters Program Council to address this concern and return with recommendations.

Approval of the Women’s Health Nurse Practitioner Track
Amy Levi presented the Faculty Council a Proposal for a Women’s Health Nurse Practitioner’s Track, which gives a Women’s Health NP certification option to Nurse Midwifery students (Appendix 7). This item had the support of the department, administration, Faculty Council and relevant bodies and was presented at the full faculty meeting by Cynthia Belew on February 22, 2008.

Potential School of Nursing Policy Governing Electronics in the Classroom
At the May 30, 2008 meeting of the full faculty, the faculty engaged in discussion regarding potential new policies governing the use of electronic devices such as laptops and cell phones in the classroom and...
during invited presentations. Issues discussed included laptop use during classes and text messaging with mobile devices. Further discussion included the School of Medicine’s procedure and training program which evaluates student and faculty professionalism, MIT’s professionalism information, and faculty/student evaluation of aspects of professionalism. This issue will continue to be discussed in the departments and may reappear as a proposal next year.

Faculty Teaching Awards
Janice Humphreys, Chair of the Faculty Awards Committee announced the recipients of the Faculty Teaching Awards at the May 30, 2008 meeting of the full faculty. These honorees are:

Annual Overall Teaching Award: ................................. Naomi Schapiro
Excellence in Clinical Mentoring: ............................... Erica Monasterio
Excellence in Research Mentoring: ............................. Christine Miaskowski
Excellence in Creating a Supportive Learning Environment: ... Roxanne Garbez
Excellence in Educational or Curricular Innovation: ............. Mary Lynch
Clinical Faculty Teaching Enrichment Awardees: ............... Mary Lynch and Jill Howie-Esquivel

Informational Presentations:
• At the October 26, 2007 meeting of the full faculty, Gerri Padilla gave some background regarding the efforts and offerings of the CTSI, particularly the offer of expert consultations. Deborah Grady gave an informational presentation regarding the Clinical and Translational Science Institute (CTSI) and the services of BREAD: the Biostatistics, Research Ethics And Design Program.
• Joseph I. Castro, Associate Vice Chancellor Student Academic Affairs provided information regarding the Classroom Improvement Initiative.
• At the May 30, 2008 meeting of the full faculty, Geri Padilla, Associate Dean for Research and Marcus Banks and Min-Lin Fang of the Library gave a presentation regarding research, publication, copyright and the new NIH Public Access Policy.
• At the May 30, 2008 meeting of the full faculty, the Diversity in Action (DIVA) Committee gave an informational presentation and recognized leaders in diversity issues, with a special recognition for Michael Adams and his work for the campus community.

Task Forces and Other Committee Service
This year, members of the School of Nursing Faculty Council or their designees served on the following Academic Senate task forces or other campus committees as representatives of the School of Nursing or the School of Nursing Faculty Council, or the Academic Senate. Where possible, reports from these task forces or committees are linked to or attached to this Annual Report.

• Task Force to Review UCSF Policies for Faculty Reimbursement of Grant Cost Overruns (Appendix 8)
• Task Force to Review the Revised Proposed Health Care Vendor Relations Policy (Appendix 9)
• Task Force to Review Revised Proposal on the Role of Graduate Students In University Instruction (Appendix 10)
• Task Force to Review the Proposed Revisions to the Health Sciences Code of Conduct (Appendix 11)
Going Forward

Ongoing issues under review or actions which the Committee will continue into 2008-2009:

**Revision of the Masters Program Curriculum**
The Curriculum Review Task Force is continuing its work and will report to the Faculty Council and the full faculty in the fall.

**Student Health Coverage**
The Faculty Council will continue to work with Joe Castro, Assistant Vice Chancellor Student Academic Affairs to address problems with the current system.

**Use of Electronic Devices in the Classroom**
The issue of student use of electronics in the classroom or during invited presentations will continue to be discussed at the department level and may reappear as an issue for the Faculty Council in 2008-2009.

**Professional Standards of Personal Conduct**
The school workgroup to draft language for professional standards of personal conduct is expected to report to the Faculty Council some time in the fall of 2008.

**Campus Policy Governing UCSF Credits for International Studies**
The Faculty Council has asked the Masters Program Council to address this concern and return with recommendations.
Appendices

Due to the extensive nature of these appendices, these documents will not be embedded into the PDF of this Annual Report, nor will paper versions be attached to hard copies. This Annual Report is posted on the School of Nursing Faculty Council Web page on the Academic Senate Web site, and all appendices are linked below to the corresponding PDF document online.

Appendix 1: Communication from the School of Nursing Faculty Council to Senate Chair Gardner regarding APMs 710, 711, and 080 pertaining to sick leave (November 19, 2008)

Appendix 2: Memo from the Curriculum review Task Force (January 2, 2008)

Appendix 3: Masters Program Council (MPC) Report to the Full Faculty (February 22, 2008)

Appendix 4: Memo regarding doctoral student workloads (February 12, 2008)


Appendix 6: Request to review UCSF policy for international credits (May 6, 2008)

Appendix 7: Proposal for the Women’s Health Nurse Practitioner Track

Appendix 8: Communication from the Chair of the Task Force to Review Faculty Reimbursement of Grant Cost Overruns to UCSF Senate Chair David Gardner (February 25, 2008).

Appendix 9: Communication from the Task Force to Review Policy Regarding Vendor Relations to Senate Chair Gardner (November 21, 2007)

Appendix 10: Communication from the Task Force to Review Revised Proposal on the Role of Graduate Students In University Instruction (December 17, 2007)

Appendix 11: Communication from the Task Force to Review the Proposed Revisions to the Health Sciences Code of Conduct (May 5, 2008)

Appendix 12: School of Nursing Faculty Council Attendance Record 2007-2008

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