Committee on Educational Policy
Joan Etzell, MD, Chair

MINUTES
Wednesday, April 22, 2009

PRESENT: William Bird, Joan Etzell (Chair), Kurt Giles, Janice Humphreys, Thomas Kearney, Joseph Rabban, and Claudia West

ABSENT: Sergio Baranzini, Sheila Brea, Chris Cullander, Harry Hollander, Peter Loomer, Judy Martin-Holland, Jason Satterfield

GUESTS: Dorothy Perry, Chair, Education System Advisory Committee (ESAC)

The Committee on Educational Policy was called to order by Chair Etzell on April 15 at 3:35 p.m. in room S - 30. A quorum was present.

The minutes from February 11, 2009 and March 18, 2009 were approved.

Chair’s Report

The Coordinating Committee was rescheduled to later in April. Nothing more to discuss at present.

Update on the Education System Advisory Committee (ESAC) – Dorothy Perry, Chair of ESAC

The ESAC committee was formed in the Fall of 2007 to address campus-wide planning. Previously no such group existed. ESAC developed a strategic plan that continues to be put into place and assessed at regular intervals. The overall mission includes harnessing technology to further UCSF’s role in health science education. The goal was to focus on things that could be tackled with the pre-existing infrastructure.

During the February 18-19, 2009 site visit from WASC (Western Association of Schools and Colleges), the reviewers reinforced that UCSF was just now catching up with education technology found at colleges and universities in the rest of the country.

ESAC is forwarding four initiatives to AISB to consider for funding. The priorities were developed by ESAC and are: (Attachments 1 & 2)

1. Completion of the Collaborative Learning Environment (CLE) system in the library. This is a contemporary on-line learning resource to replace WebCT
2. Computer Technology Support emphasizing a customer-centered model that is centralized through the library CIT center
3. Content Capture and Delivery to permit reliable and easy-to-use systems in the main lecture theatres that will be integrated with the CLE
4. Enhance the CLE system so that it provides curriculum management tools including a learning object repository and curriculum assessment tools.

The Education Policy committee raised issues of content capture proposing that the privacy and copyright issues related to that were not consistent with the collaborative spirit of the university. The consensus of ESAC was that content or lecture capture is a tool that students utilize and come to expect from their educational experience. Students can come to class prepared, and benefit from a greater variety of learner-centered teaching strategies beyond the traditional lecture, which can be reviewed independently.

ESAC has determined however that it's not feasible to have every word be captured. Furthermore, in compliance with HIPAA, patient cases used as examples during lectures should not be included. Faculty development would be an important component of advancing the use of this technology.

The Education Policy Committee proposed an incremental test approach as regards to content capture. Dr. Perry verified that eleven classrooms were to be equipped with content capture first. ESAC has determined it is neither feasible nor necessary to have every room equipped.

The AISB and ESAC Co-Chairs will meet with Executive Vice Provost Gene Washington within the next two weeks with the intention of presenting the priority projects and projected costs. The amount of capital available to put towards these efforts is not yet known.

**Update on the planning and design of the library’s education, telemedicine and simulation center**

The University of California is hoping to start beginning of next fiscal year. At issue was the Proposition 1D bond, which froze the university’s ability to move forward.

**Update on ePortfolio**

ePortfolio is becoming increasingly important as a tool for students. The School of Medicine (SOM) has a task force committee on ePortfolio. Research from the task force has shown that Mahara (http://www.mahara.org) seems to be the software of choice for higher education institutions.

CEP Members suggested that Kevin Souza, Asst. Dean, Medical Education, SOM Educational Technology, attend a future CEP meeting to provide an update on the university’s examination and development of ePortfolios.

**Review of proposed PhD in Epidemiology and Translational Science** –

ACTION: The Committee unanimously voted to recommend approval of the proposed Ph.D. in concept but had additional questions involving faculty time, allotment of university space, recruiting students, and budget issues, to be answered in more detail.

**Questions:**
- As no existing FTEs are being designated for this program, how will it be accomplished inside of the current budget situation?
- Can such a program be funded by pre-existing funds or will already over-committed staff and faculty take on more with such a new program?
- Has there been a study done to verify if the projected plan of four new students annually for the first five years is feasible and will be supported?
- Would the School of Medicine administer the recruitment and admission of such students? This is not explicitly addressed in the proposal.
• Are the financial figures listed within the proposal (pg. 28) both concrete and sufficient to fund such a program? The committee would like to see some further expanded financial figures accomplished in conjunction with the budget office.
• Are the faculty designated within the proposal (pg. 25-26) sufficiently involved with the university to insure the consistency and delivery of such a program? The committee noted that many listed were adjunct.

CEP Chair Etzell will seek more information related to these issues and will present that information to the Coordinating Committee on April 28, 2009.

**Review of proposed change to Board of Admissions and Relations with Schools (BOARS)**

**Freshman Eligibility Policy** –

The committee reviewed and discussed in length the forthcoming change in policy, affecting the class of 2010. The committee is in support of the changes, which appear to offer a broader range of applicants’ access to the UC system statewide.

**Update from School Curriculum and Educational Policy Committees**

None

**New Business**

None

Chair Etzell adjourned the meeting at 4:37 p.m.

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