School of Nursing Faculty Council  
Linda Chafetz, RN, DNS, Chair  

MINUTES  
Friday, December 12, 2008

PRESENT:  
L. Chafetz (Chair), C. Kennedy (Vice Chair), K. Dracup (Dean), N. Donaldson, J. Hirsch, M. Lynch, Z. Mirsky, J. Mullan, B. Phoenix, M. Wallhagen

ABSENT:  
M.L. Bayog, R. Newcomer

GUESTS:  
Kit Chesla, Chair, Academic Senate Committee on Academic Planning and Budget; Susan Janson, Member of the Academic Senate Clinical Affairs Committee

Chair Chafetz called the meeting of the School of Nursing (SON) Faculty Council to order on Friday, December 12 at 9:00 a.m. in Room N 319D. A quorum was present.

The minutes of November 14, 2008 were approved with minor corrections.

Chair’s Report  
Chair Chafetz reported on the following topics:

• Minutes of yesterday’s meeting of the Committee on Academic Planning and Budget are online.

Dean’s Report  
Dean Dracup reported on the following topics:

• Today the Dean will be meeting with Jack Stobo, Vice President for Health Sciences at UCOP today. There is a proposal for a new systemwide learning object data repository, accessible by all campuses. This is particularly relevant to the School’s curriculum review in light of their recent discussion regarding acceptable learning objects. There are also positive implications to the systemwide Global Health education programs.

The Faculty Council discussed various implications of sharing such instructional materials and learning objects.

Dean Dracup will forward a 2004 report regarding dissemination within the UC system to the Faculty Council as well as the information she has on the new proposal.

• The Dean called for suggestions for possible task forces in response to the positive feedback from yesterday’s budget retreat. Faculty have commented that it would be helpful to use existing structures where possible and the Faculty Council may ask current committees to address specific issues (rather than convene new task forces). It was suggested that the Specialty Coordinators be charged to draft and develop more resource-efficient curricula. Program Directors were identified as a key population to reorganize programs to reduce redundancy and increase efficiency.

The Dean left to meet with Dr. Stobo and the Faculty Council continued the discussion.
Suggested topics to be addressed: Specialty Coordinator cooperation with educational mission (curriculum) review, revenue generation, entrepreneurship and grantsmanship; succession planning, workload and staff productivity, clinical practice issues (including professional practice), motivation and well being (could be integrated into all others). Guiding principles for all of these task forces should be to decrease costs and increase efficiency. Reviewing bodies should be focused and inclusive of staff.

A SWOT team approach to committees (minimum number, maximum fields of experience) is an efficient model to address these issues. While it is important to utilize existing committees, additional ad hoc members may be appointed to include particular perspectives and expertise. Specific membership, not just charge, may be a good indication as to which committee should tackle which topic. Charges to these committees must be specific need to include priorities for the task forces, specific expected results, and suggestions for chair. It was stressed that these task forces, subcommittees, or bodies making recommendations on these issues must have some authority (teeth).

There should be a 90-day turnaround for these charges and the School may hold a special meeting to approve the recommendations of the task forces or subcommittees. (Issues may not be taken by task forces but assumed as short-term goals of existing committees.)

The 90-day plan should include multiple phases and the Faculty Council while there are wider curricular concerns these items are taking priority.

Chair Chafetz will communicate these recommendations to the Dean.

**Department Reports**
No reports.

**Student Report**
M.L. Bayog reported the following via e-mail:

CLE vs. WEBCT: the NSC brought up this topic at our last meeting and we recommend, if it's possible, that we continue to use WEBCT until all faculty are able to use moodle, and therefore all online material and classes will be available on CLE at that time. What's happening is that people are forgetting that they have to check both of their accounts for all of their classes, and then they miss information regarding coursework.

MEDICAL CENTER 0.60 FTE: it seems to be unit-based whether or not the 0.60 FTE appointment will be granted to the student. There have been complaints that students feel mislead that they take a position because when they interview, it is implied that the 0.60 FTE will be given to them. To their disappointment, it becomes a struggle between the student and manager about whether or not the appointment is given and when during the student's academic career. Shiela Antrum has sent previous emails regarding her support of students as medical center employees, however, several students still are having difficulties.

The Faculty Council discussed these items, and will add medical center employment to the January agenda and include the Dean (and possibly Jeff Kilmer) in the discussion. Faculty Council members will take this conversation to their departments and gauge the extent of this concern.

Ultimately, the Faculty Council will ask the Dean and Ms. Antrum to reaffirm the commitment to the SON students.
Academic Senate Committee Updates: Committee on Academic Planning and Budget (APB)
Kit Chesla, Chair of APB reported on the business and workings of the Committee on Academic Planning and Budget. In the past five years, APB’s involvement in campus budgeting had been limited to recommendations to allocation of the Chancellor’s Discretionary Funds. APB again became more involved in campus planning by its involvement in the strategic plan.

Last year and this year, there has been a push to keep the scope broad, to keep the Committee informed, and to be involved in the implementation of the strategic plan. The Committee will also receive quarterly briefings from The Huron Group, the consulting group analyzing how the recommendations of the strategic plan can be effected.

APB is chairing an Academic Senate task force to review the proposed Development Office Funding Model. Other issues being investigated with the involvement of APB members are the IT infrastructure funding model and graduate student support.

Minutes from APB meetings are online on the Academic Senate website (senate.ucsf.edu).

The Office of Finance has a new website at http://budget.ucsf.edu which features a great deal of budget information. The UCSF Budget Review and the Final 2008-2009 Budget Update are posted on the website, and faculty are strongly encouraged to review these documents.

Academic Senate Committee Updates: Clinical Affairs Committee (CAC)
Susan Jason, Member of CAC, reported on the issues concerning the Committee this year. S. Janson reported that the Committee is focusing more these years on concerns of the clinical faculty. The majority of the membership have appointments in the Clinical X series. CAC has spent most of its time this year sending and reviewing the Faculty Exit Survey. Out of that experience, the CAC has identified some themes and concerns for clinical faculty and these have been forwarded to the Chancellor Search Committee.

Primary concerns are that clinical faculty should not be pressured or overly concerned with generating revenue, and that electronic medical records do not exist in the ACC and what works in the medical center does not translate to ambulatory care.

Other concerns include the rate of MediCal patients and efforts of the enterprise to limit these, and there are many significant issues facing the general medicine practice.

Minutes from CAC meetings are online on the Academic Senate website (senate.ucsf.edu).

Old Business
None.

New Business
None.

Chair Chafetz adjourned the meeting at 11:25 a.m.