Committee on Academic Planning and Budget
Mary Gray, MD, Chair

DRAFT MINUTES
May 3, 2012

PRESENT: Mary Gray (Chair), David Teitel (Vice Chair), Farid Chehab, Jyu-Lin Chen, Barbara Drew, Jacque Duncan, Sharmila Majumdar, OiSeang Hong, Sneha Oberoi, Norm Oppenheimer, Ellen Weber, Sandra Weiss, Torsten Wittmann (for Stefan Habelitz), Lori Yamauchi, Elad Ziv, Teresa Costantinidis

ABSENT: Helen Lipton, Robert Nissenson, Michael Steinman, Jonathan Strober

GUESTS: Mary Louise Fleming, Vice Chair and Academic Coordinator, Community Health Systems, School of Nursing
Paul Garcia, Chair, Committee on Academic Personnel and UCSF Academic Senate Membership Task Force
Robert Newcomer, Division Chair
Richard Schneider, Chair, Committee on Library and Scholarly Communication

The Committee on Academic Planning and Budget (APB) was called to order by Chair Gray on May 3, 2012 at 1:05 p.m. in room S-118. A quorum was present.

The minutes of March 8, 2012 were approved.

Chair’s Report
Chair Gray reported

Report from the University Committee on Planning & Budget (UCPB)

Director’s Report
The annual Division Meeting will be held on Monday May 21, 2012, 12:00-2:00 pm in HSW 300 and Rock Hall. Faculty are encouraged to attend to vote for the proposed UCSF Open Access policy.

The next APB meeting will be rescheduled to July 12, 2012, 1:00-3:00 pm (location TBA).

Proposed Nursing Masters of Science in Healthcare Administration and Interprofessional Leadership (Attachment 1) - Mary Louise Fleming, Vice Chair and Academic Coordinator, Community Health Systems, School of Nursing

M. L. Fleming presented the proposal for a Masters of Science in Health Care Administration and Interprofessional Leadership (MS HAIL). The proposal is an iteration of the Nursing Administration program already in existence in Community Health Systems in the School of Nursing. The proposed program is intended to be a Health Systems Leadership program, focusing on leadership and interprofessional collaboration. The proposed program includes an online component to accommodate distant or additional students. The proposal is for a self-sustaining program, comprised of 36 units with a
comprehensive exam. It has been designed to accommodate working professionals. About 70% of the program can be offered online, but approximately 30% of the program will be offered in face-to-face formats. The proposal will increase admissions to admit 32 students four times per year.

Budget development process: Because many of the students will be full-time employees, they may not need student insurance. Tuition set at $1,200 per unit. Plan to keep the tuition steady in the first five years. In the third year, expect to realize revenue which will be applied toward student scholarships.

Shortcuts for reviewing the proposal:
- Look over the CPEC (California Post-Secondary Education Commission) questionnaire in Appendix A for an overview
- The budget is on page 41 of the proposal.

The program will use a new Chancellor's initiative for its initial funding. This program provides startup loans up to $2 million per loan for "innovative certificate and degree granting programs", to be repaid over a three year period, not to exceed five years.

M. L. Fleming responded to the following questions from APB members:

Q: The existing program is to be replaced? Are there FTEs associated with the existing program?
M. L. Fleming: Yes, the existing program will be replaced. Some FTE faculty have recently retired and the FTEs will stay with the department. This new program will be self-sustaining.

Q: How many students are currently in the program?
M. L. Fleming: 15 first year and 15 second year students are currently in the program on campus. The new program has built in the appropriate faculty-teaching ratio for the faculty positions. The money for full faculty positions is in this budget.

One APB member commented that the students are already working in great jobs and want to come to UCSF, but UCSF does not have room for them. This will allow them to continue their education without leaving their good jobs.

Q: What is the cost for the existing program?
M. L. Fleming: The current cost for the program is $200 less than the cost for the proposed program.

Q: What is the source for the content?
M. L. Fleming: We will build on the existing content, adding in interprofessional education component and bringing it to an online experience.

Q: What does the vendor bring to the process?
M. L. Fleming: They have experience with packaging the faculty's content, delivery, etc.

Q: Can physicians participate? If so, that needs to be more explicit in the proposal.
M. L. Fleming: Yes. We will update the proposal with that information.

ACTION: APB members David Teitel, Fred Schaufele, Sharmila Majumdar and Barbara Drew agreed to form a subcommittee to review the proposal.

Proposed UCSF Open Access Policy (Attachment 2) - Richard Schneider, Chair, Committee on Library and Scholarly Communication
R. Schneider presented the attached slides to APB members and responded to their questions related to the proposed policy. He encouraged them to vote on the policy at the Division Meeting on May 21, 2012,
12:00-2:00 pm in HSW 300 and Rock Hall.

**ACTION:** APB members agreed to write a letter of support for the proposed Open Access policy.

**Academic Senate Membership Task Force Update - Paul Garcia, Chair, Committee on Academic Personnel and the UCSF Academic Senate Membership Task Force**

P. Garcia updated the committee on the process to include 100% time Associate and Full Adjunct and Health Sciences Clinical faculty members in the UCSF Academic Senate. Chair Newcomer, Vice Chair Chehab and P. Garcia will meet with the University Committee on Rules and Jurisdiction (UCRJ) on May 8, 2012. Academic Council Vice Chair Robert Powell and members of the UC Systemwide Task Force met with UCSF faculty on April 19, 2012. Based on that meeting and other conversations, it seems unlikely that the UC Systemwide Academic Senate will endorse the UCSF plan, in which case, it will likely need to go to the Regents.

**Governance Task Force Update - Robert Newcomer, Division Chair**

R. Newcomer informed APB members that by the end of May, the Future of UCSF Working Group will present three options to the Chancellor for her presentation to the Regents in July. The Governance Task Force has been following and responding to the Working Group’s inquiries about governance structures at other institutions.

**Old Business**

None.

**New Business**

None.

**Adjournment**

Chair Gray adjourned the meeting at 2:53 p.m.