Committee on Educational Policy
Elisabeth Wilson, M.D., M.P.H., Chair

MINUTES
Wednesday, September 19, 2012

PRESENT: Elisabeth Wilson (Chair), Don Curtis (Vice Chair), Susan Hyde, John Maa, Gail Persily (permanent guest)

EXCUSED: Abbey Alkon, Tamara Alliston, David Irby, Lynda Mackin, Nancy Nkansah, Tina Brock (permanent guest)

The Committee on Educational Policy was called to order by Chair Wilson on September 19, 2012 at 3:40 p.m. in room U-506. A quorum was not present.

Approval of the Minutes of the May 14, 2012 Meeting
The minutes of June 12, 2012 were not reviewed due to the lack of quorum.

Chair’s Report

Items discussed at the first meeting of 2012-13:
- The charge of the Committee on Educational Policy
  - Review issues presented to the Committee from other schools that may require educational policies
  - Draft educational policies
  - Invite guests to discuss issues involving education at UCSF
  - Submit communications of agreement/concern when requested to respond to issues proposed by other committees.

Issues carried over from 2011-12 and those proposed by the committee members for discussion during 2012-13:
- Online education in-service for faculty, faculty development for online courses – (Abbey Alkon)
- Policies for submitting online or hybrid courses to COCI – are course units the same? (Abbey Alkon)
- Interprofessional courses – Faculty credit for teaching interprofessional courses as per CAP and promotion. For non-FOR, how is this viewed toward your teaching responsibility? (Abbey Alkon)
- Progress of MS-HAIL as it goes to UC committees for approval. (Abbey Alkon)
- Masters and self-sustaining courses and fees for self-sustaining courses
- The Course Review approval process
- Course and Clerkship evaluation forms/processes (Tina Brock)
- Class/meeting start times (Tina Brock)
- Better understanding of what reference system can be used campus-wide (Tina Brock)
- MOUs to amend the review processes and role of various UCSF systems (Tina Brock)
- Follow-up on units earned for course participation only, response to COCOI (Tina Brock)
- Non-FTE endowment (bridge-funding) (Abbey Alkon)
- Interprofessional Programs – Scott Reeves
  - Compliance issues
- Academic and Social support for students (Beth Wilson)
- Student Conduct Policy – The Committee will attempt to gather all schools into one policy. Revision of the policies and procedures related to student academic dismissal (Susan Hyde and David Irby)

**Member Introductions**

John Maa, M.D., Department of Surgery, is an advocate for medical policies and students advocating for their own interests. John proposed the review of policy curriculum and extending the Academy of Medical Educators (AME) across campuses.

Susan Hyde, D.D.S., M.P.H., Ph.D., Interim Chair in Oral Epidemiology, is a member of the Subcommittee on Responsible Conduct in Research and will continue to update the committee on the issues and progress of the subcommittee. Susan is also a member of the Center for Innovation in Interprofessional Education directed by Scott Reeves, PhD.

**UC CEP Report - Tamara Alliston**

To be submitted.

**New Business**

None

**Old Business**

None

**Adjournment**

There being no further business, Chair Wilson adjourned the meeting at 4:45 p.m.