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

MINUTES
Wednesday, November 26, 2012

PRESENT: Elisabeth Wilson (Chair), Don Curtis (Vice Chair), Abbey Alkon, Tamara Alliston, Susan Hyde, David Irby, Lynda Mackin, Tina Brock and Gail Persily (permanent guests)

EXCUSED: John Maa, Nancy Nkansah

GUESTS: Helen Loeser, MC, MSc, Director, The Haile T. Debas Academy of Medical Educators 
Cynthia Ashe, Manager, The Haile T. Debas Academy of Medical Educators

The Committee on Educational Policy (CEP) was called to order by Chair Wilson on November 26, 2012 at 3:40 p.m. in room C-210. This meeting combined both the November and December Committee meetings. A quorum was present.

Approval of the Minutes
The Minutes for October 17, 2012 were approved.

Supporting and Advancing Teaching at UCSF – Helen Loeser, Director of the Academy of Medical Educators, Cynthia Ashe, Manager of the Academy of Medical Educators
Helen Loeser was invited to describe the Academy of Medical Educator’s (AME) activities in the School of Medicine and discuss potential replication or sharing of its most effective components by and with other schools at UCSF, based on interest or need. The AME was established in 2000 as part of a focused effort to revitalize the SOM teaching mission in parallel with and supportive of a concurrent curriculum reform initiative. Its mission is to support and advance the teaching mission of the UCSF SOM and the people who carry it out, with specific goals to enhance the status of teachers; promote and reward teaching excellence; foster curricular innovation; and encourage scholarship in medical education.

Discussion focused on:
- Joint advocacy for the use of the Educator’s Portfolio in advancement and promotion processes.
- Faculty development, including the Academy’s Teaching Observation Program (TOP), for which an on-line training module is being developed; educational technology workshops offered by the library; and key educational skills workshops offered by SOM’s Research and Development in Medical Education (RaDME).
- The AME’s Innovations Funding intramural grants program.
- Joint Interprofessional Funding (AME and IPE) – Call in early September, 2013.

Protecting Faculty Time Funding
Cynthia explained that funding to protect faculty came from the Stanford, UCSF merger. Funding was carved from the original budget. The source was a one-time gift from the innovations funding. Fund raising is being done to sustain this program.
The Academy holds many events throughout the year for medical educators; many are open to educators throughout the UCSF community. Additional information about the Academy and these events can be found on their website: http://www.medschool.ucsf.edu/academy/.

Members of the Committee on Educational Policy were invited to discuss areas of concern of their schools with the Academy of Medical Educators.

ISSUES:

School of Nursing – Abbey Alkon stated there is no SON Education Policy Committee, but there are two committees that provide oversight on education and curriculum, Masters Program Council and Doctoral Program Council. Key campus resources being used by the School of Nursing: Content Capture, Coursera and the Simulation Lab.

Dentistry – Don Curtis noted that, in the School of Dentistry, faculty expertise in the area of educational concepts has been improving but participation in faculty development opportunities is often limited due to teaching commitments.

Graduate Division – Tamara Alliston noted that there is a gap in communication and resources within the Graduate Division.

Beth Wilson stated that the School of Medicine relies on volunteer faculty. The school offers sessions that may or may not be attend. Therefore, it is challenging to get everyone up to speed. Members of the Academy are resources to their department but are not far-reaching within the department. Therefore, departments and programs, even with the unified body, remains a silo.

The ADVANCE Program for educator portfolio acknowledges accomplishments other than standard manuscripts. It has incorporated some of the other work done that supports educators that aren’t publishing in the traditional form, such on online courses, mentoring. It would take continued advocacy through the schools and the Graduate Division and additional support to further Advance.

Additional criteria to be added to ADVANCE would be teaching hours and the listing top five important scholarly publications or activities.

Gail Persily noted that the Library enjoys a coordinated effort to allow them to help across a curriculum or program. It is engaged in furthering faculty development around technology and will focus on gathering resources from throughout the campus.

Helen Loeser noted the following:

- Brian Aldredge has agreed to join the Academy of Medical Educators advisory board.
- There is tremendous interface between the Office of Medical Education’s enterprise in faculty development the Academy of Medical Educators’ faculty development.
- The AME’s future plans are to review/remove/consider restructuring resources.
- Determine the effect the Academy has had across the nation.
- Education Scholarship is one of the important goals of the Academy.
- Challenge – interprofessional work needs to be done in realistic setting; clinical preceptors must be capable of precepting across health professions.

David Irby stated that it is important to make teaching a scholarly enterprise, noting scholarship is quality and quantity of teaching, as well as a scholarly approach. Through the efforts of the Academy, OME, and other institutions over the last twenty years, UCSF has gone from producing no research in medical education to being in the top five internationally. This is the direct result of pushing its scholarly approach and engaging in teaching to advance the work.

Following years of discussion, there is no further plan for a systemwide Academy of Medical Education. There may be an opportunity for a campus-wide academy extending across schools as a home for educators to come together to discuss issues.
Abbey Alkon noted that if the Academy is broadened, it would give the School of Nursing a place to discuss education.

The AME will pilot training mentors in the TOP program. It may be a great moment to pilot in other schools. Academies Collaborated, Academies across the country, are interested in holding a pilot. Helen invited the schools to contact her if they are interested in piloting the program within the schools.

**Systemwide Educational Policy (UC CEP Report) - Tamara Alliston**

- UCEP is advising WASC to revise the draft handbook to reduce burden on graduate program reviews. WASC does not have the expertise to review graduate programs.
- UCEP continues to review UCOE. UCOE made explicitly clear that they are NOT focusing on graduate level courses – so their work does not directly impact us. However, the issues raised by UCOE indirectly affect many things under consideration at UCSF, including self-sustaining programs, requirements for in person contact, managing credit, and others.
- UCEP would welcome the ‘white papers’ regarding UCSF’s position on the issues of self-sustaining and online degree programs.
- SR760 (defining requirements for course credit) – UCEP has been asked to draft more explicit language that can apply across all campuses, reversing the prior decision to ask each campus to derive their own language is not feasible.
- Blue Ribbon Panel – Keith Williams, the panel has hired designers to help campuses incorporate more course content design for courses. Their scope was clarified as undergraduate courses to avoid competition from extension courses. Keith is scheduled to visit UCSF in the future.

**ACTION:** Abbey Alkon address WASC accreditation for courses that are greater than 50% online (need definition of online courses). Chair Wilson suggested that the Blue Ribbon Panel draft a policy on this issue to be presented to the educational committees (Educational Policy, Courses of Instruction, and Graduate Council).

**Update from the Library – Gail Persily, Director, Education & Public Service, UCSF Library**

Educational Technology Faculty Development Initiative is underway. Gail Persily co-chairing an operations committee with Pat O’Sullivan to plan the activities. A faculty advisory group has also been created that includes faculty from all of the schools. First order of business for this initiative is the TLC Educational Technology Conference on November 14 and 15. It includes 2 keynote speakers who will focus on the topic of learning analytics: one speaker will provide an overview of the discipline and how it might apply to our educational objectives here and the second speaker will talk about a specific application of using data to inform how online learning is designed and re-designed.

UCSF faculty approved an Open Access Policy last May, which we are not in the process of implementing. In recognition of Open Access Week October 22-26, a UCSF panel will discuss current plans for the implementation of the policy on October 24 at Noon.

**Blue Ribbon Panel – UC Representative, Abbey Alkon**

Abbey Alkon discussed the Panel’s concern of the progress of the UC Online Education program evaluation that is outlined in a letter from the Blue Ribbon Panel to the UC Education Program Chair, John Yoder and UC Academic Council from the Blue Ribbon Panel on Evaluation of OIPP/UCOE. (Attachment 1)

**School of Dentistry Update – Susan Hyde**

The Dean’s Office has made funds available for faculty development, from small disbursements such as the UCSF Scientific Writing Course to larger commitments such as a week-long evidence-based practice workshop. All levels of faculty have been informed of these funds, and a website has been set up which both describes some current local and national opportunities, as well as the application process.

In addition, during the quarter breaks there are 1-2 weeks of Faculty Calibration continuing education courses offered at the SOD. All faculty who would normally be teaching in the clinic if it weren’t for being
the quarter break, are required to attend these sessions. Due to the schedules of part-time and volunteer faculty, they often can not avail these sessions, leading to a differential dissemination of ‘best practices’.

**New Business**
None

**Old Business**
None

**Adjournment**
There being no further business, Chair Wilson adjourned the meeting at 5:00 p.m. The next meeting will be held on January 16, 2013 at 3:30 in room U-506.

Senate Staff:
Kathleen Dargan
Senate Analyst
Kate.dargan@ucsf.edu
415-476-1308