School of Medicine Faculty Council  
Ellen Weber, MD, Acting Chair

MINUTES  
Thursday, December 13, 2012

PRESENT:  Ellen Weber (Acting Chair), Marcelle Cedars, Judith Ford, Elena Fuentes-Afflick, Ruth Goldstein, Harry Hollander, Celia Kaplan, Catherine Lucey, Alma Martinez, Heather Nye, Phil Rosenthal, Lydia Zablotska

ABSENT:  Joe Sullivan (Chair) Robert Baron, Cynthia Curry, Teresa De Marco

GUEST:  Susan Masters, Associate Dean of Curriculum; and Bruce Wintroub, Co-Chair of the UCSF Space Committee

Acting Chair Ellen Weber called the Faculty Council meeting to order at 3:40 p.m. in room S-30. A quorum was present.

Approval of Minutes from November 8, 2012 (Attachment 1)  
Chair Weber motioned for approval of the minutes. Council members approved.

Chair’s Report  
Chair Weber reported on the following items:

- Update on Chair Joe Sullivan:  
  Joe Sullivan recently notified the Senate Office that, due to personal reasons, he is out for an indefinite amount of time. Until Dr. Sullivan returns, Vice Chair Weber will become Acting Chair. This also means that the Council must elect an Acting Vice Chair.

- Academic Planning and Budget Meeting:  
The APB Committee decided to form three subcommittees to address common issues that are concerning the faculty. The three topics that the subcommittees will be working on include Operational Excellence, Space Planning and Finances. Chair Weber reported on Operational Excellence and Space Planning.
  - Operational Excellence  
    In addition to the participation in the Faculty Council Chairs meeting, the OE Subcommittee met with Faculty at UC Berkeley to talk about the UCB Operational Excellence program. The Subcommittee learned that the UC Berkeley OE program is only in the planning phase and implementation has not yet occurred. The Subcommittee also learned that UCB Senate is very active in consulting on OE planning and decisions.
  - Space Planning  
    There was an interesting discussion regarding the proposed activity-based design of the Mission Bay Medical Center. Committee members voice concerns about the design of the building. The Space Planning Subcommittee is now planning to gather a list of faculty concerns and potential solutions and send it on to Mission Bay project leadership.
• **Faculty Council Chairs Meeting - Review of Operational Excellence Evaluation Efforts:**
  While providing her report on the APB meeting, Chair Weber reference information from Faculty Council Chairs meeting that occurred on November 28. To provide further background on this event, the Chairs meeting included all of the Faculty Council Chairs; members of the Academic Planning and Budget OE Subcommittee; Academic Senate Chair Bob Newcomer; Academic Senate Secretary Brad Hare; SOM Faculty Member and OE Oversight Committee member, Claire Brindis; and OE Oversight Committee Member, Susanne Hildebrand-Zanki. The group reviewed the past OE evaluation efforts and discussed ways that the Senate could have more involvement in future evaluation processes. OE Oversight Committee members Claire Brindis and Susanne Hildebrand-Zanki acknowledged faculty concerns and offered to include the Senate on all evaluation efforts going forward.

• **Sustainability Task Force**
  - Tom Newman is the Chair of the Sustainability Task Force. The task force plans to focus on two major sustainability issues this year. The first issue is to request that campus vendors stop selling meat that contains antibiotics. The second issue is request that the Medical Center make the cost of treatments and procedures transparent. The hope is that if cost information is public, this will lead to better, sustainable, decisions by clinicians and patients.

**Appointment of an Acting Vice Chair**
Chair Weber called an election of an Acting Vice Chair. In a majority vote, the Council elected Marcelle Cedars.

**Redesign of the Undergraduate Medical Education Curriculum**
Susan Masters, Associate Dean of Curriculum at the School of Medicine, gave a presentation on the efforts of the School to redesign the undergraduate medical education curriculum (Attachment 2). Joining Susan Masters was Council member and Vice Dean for Education Catherine Lucey. The purpose of the presentation is to inform the Council of the reasons why SOM is taking on the initiative, what goals the SOM wants to accomplish, and to inquire how the Council would like to arrange oversight over the next year.

After the presentation, Associate Dean Masters asked the Faculty Council if they would like to have a representative on the Bridges Leadership and Design Group, and how the Council would like to be arranged the reporting of initiative updates. Council requested that an email be sent out to members to gauge interest. Members can then get back to Chair Weber with their willingness to participate. If a representative is appointed, then the member can report the Council periodically.

**Presentation of the UCSF Space Policies and Principles Report**
Bruce Wintroub, Co-Chair of the UCSF Space Planning Committee, gave a presentation on the UCSF Space Policies and Principles report (Attachment 3). Topics covered during the presentation included:

A review of the UCSF Space Committee
- History
- Committee Representation
- Charge from the Chancellor to develop a set of UCSF-wide policies and principles that could be implemented across UCSF.
- Goals

A review of the UCSF-wide Core Space Principles
1. Accountability and Governance
   a. Deans will be responsible to report to the Space Committee. Metrics will be developed to allow the committee to know if space is being used efficiently.
2. Fairness, Consistency, Transparency, Sustainability, Strategic Prioritization
3. Non Permanence
   a. Space does not belong to one entity in perpetuity
4. Operational Cost Responsibility
a. All research (wet and dry) space will be expected to cover costs of $90 per square foot.

After the presentation, a concern was raised regarding the faculty appeal process and faculty representation on the school’s space committee. To address these concerns, Bruce Wintroub explained that, with the current process, any grievances over space decisions would first be handled between the faculty member and the department chair. If the faculty member and the chair do not agree on a decision, then the faculty member can appeal to the SOM school-wide space committee. After considering the difference of opinion, the space committee will make a recommendation to the Dean for the final decision. Bruce informed the Council that faculty members are represented on the space committee.

**Old Business**
None.

**New Business**
None.

Chair Weber adjourned the committee at 5:05pm.

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