Chair Shari Dworkin called the meeting of the School of Nursing (SON) Faculty Council to order on Friday, September 21, 2012 at 9:00 a.m. in Room N-319D. A quorum was present.

Chair’s Report

Chair Dworkin welcomed Council members and asked for introductions.

Chair Dworkin then briefly outlined her top priorities and goals for the year. These included:

- Helping to Facilitate the Implementation of the Goals and Strategies Discussed During the Nursing Rally
- Moving a Vote Forward on the DNP Program
- Finalizing and Implementing the Operational Excellence Survey
  - Later a Taskforce Should be Assembled to Work with Other Schools
- Being more proactive on Diversity Issues by collaborating with DIVA
- Bolstering collaborations with student constituents to be more proactive about student concerns

Lynda Jacobsen, the new Associate Dean of Administration and Finance was introduced to the Council. Associate Dean Jacobsen commented that she looks forward to working with the faculty in her new role and she hopes to be the contact person for faculty on all questions involving the school’s finances.

Chair Dworkin then provided more details on the Council’s Priorities and Goals for the year:

Helping to Facilitate the Implementation of the Goals and Strategies Discussed During the Nursing Rally

During the recent Nursing Rally, it was decided that several working groups would be established to develop strategies for the School’s new Strategic Plan. To ensure that faculty will be represented on these working groups, Shari Dworkin asked members to participate in the groups. Topics of these working groups include Research, Education, Practice, Service and Organizational Strategy. Chair Dworkin encouraged Council members to ask other faculty members if they are interested in serving on the working groups. Faculty need representation on all groups.
Moving a Vote Forward on the DNP program

At the Nursing Rally, a short description of the DNP program was shared with faculty. A discussion ensued on how to move forward with the development of a proposal. Chair Dworkin suggested that the best way to develop consensus is to have a vote on whether the school should establish a working group that will develop the DNP program proposal. She added that once a proposal was constructed, the faculty would have the opportunity to discuss and comment. Chair Dworkin then proposed several versions of language that could be used in for the vote. After discussion, members agreed that further revisions were needed. Chair Dworkin sent out several versions of language and members will email her about their top choices at the end of the week.

To ensure that there is sufficient information on the DNP vote, Council members agreed that two tasks should be performed: First, members will go back to their departments to solicit feedback from faculty. Once feedback is received, results be sent to Chair Dworkin. Second, to address faculty concerns regarding a lack of detail on the DNP proposal vote, a one-page document will be crafted to provide more information. Chair Dworkin will communicate with the DNP Working Group to find out if anyone can help her on the development of the one-page description.

Finally, during the discussion on the DNP proposal, Council members felt that the scheduling of Department meetings could be better coordinated with the Faculty Council meetings to facilitate seamless communication. Council members will go back to their departments and find out if this is possible.

Dean’s Report

Dean David Vlahov reported on new efforts to include faculty on all leadership team groups. He announced that Chair Dworkin will now become a member of the Dean’s Council just as the Dean is present at the Faculty Council meetings. He believes the new format will help facilitate a better flow of information between faculty and administration.

Department Reports

Social and Behavioral Sciences
Shari Dworkin – The department recently hired a new faculty member. The department is also moving forward with the Summer Institute for Qualitative Methods as a self-sustaining program.

Family Health Care Nursing
Karen Duderstadt - The department just held a retreat. The department has received a million dollar gift to develop the Diabetes minor.

Physiological Nursing
Janine Cataldo – The department has added a new faculty member.

Student Report
None

Update on Senate Membership

Jyn-Lin Chen, member of the Senate Membership Taskforce, updated the committee on the latest efforts to expand senate membership to adjunct and HS Clinical faculty. She informed the Council that the systemwide Academic Senate rejected the proposal to expand membership. As a result, the Academic Senate at UCSF is now looking at ways to expand privileges to non-senate members. These potential changes include designating HS Clinical faculty part Clinical X. For example, a faculty member might be 80% HS Clinical and 20% Clinical X. Jyn-Lin Chen added that there needs to be more discussion on how this will work.
Another promising change to expand Senate privileges is to have Faculty Councils allow non-senate members to hold the offices of Chair and Vice Chair. The Faculty Councils for the Schools of Medicine, Dentistry and Pharmacy are moving forward with changing the bylaws to reflect this.

Chair Dworkin asked the Council members to go back to their departments and ask for input on the idea of expanding privileges in the School of Nursing. Furthermore faculty should be asked if there are any pros and cons to expanding rights. Jyn-Lin Chen was asked to create an FAQ document to answer any questions that faculty might have on this issue.

**UCSF Open Access Policy**

Richard Schneider, Chair of the Committee on Library and Scholarly Communication (COLASC) presented a proposal for a UCSF Open Access Policy. An open access (OA) policy grants the institution a license to make all scholarly articles published by faculty at the institution publicly available via an open access repository. Under this OA policy, UCSF authors would still own their copyright, as with current University of California policy.

After his presentation, Rich Schneider answered questions about the practicalities of what the faculty have to do within this policy. There were some questions about whether faculty have to notify publishers of the policy. Council members explained that faculty are still somewhat confused on what particular actions should be taken once an article is accepted for publication. Members asked Rich Schneider to develop a decision tree that outlines steps to correctly show the various decision making processes that faculty can/should follow.

**Evaluation Report for the Master’s Core Curriculum**

Mary Lynch, a representative of the Master’s Program Council, gave an overview a recently released Master’s Core Curriculum Evaluation Report. This report reviews the two-year evaluation of the Master’s Core and presents recommendations for improving the curriculum. Mary shared a one-page summary that was created at the request of faculty at the Nursing Rally. This short report gives an overview of the proposed reforms and the individuals who will be working on each assignment. With this new report, the Masters’ Program Council would like to open the lines of communication with the Faculty Council and the School of Nursing faculty.

Mary Lynch commented that she has noticed that faculty members have not been exposed to the report and she requested that the MPC be added as a hot topic in November or given time at the Full Faculty Meeting. The Council members agreed with the idea. Mary Lynch then reviewed the report’s recommendations and asked the faculty to get involved in future changes.

Q: Will the Master’s Program Council present proposed changes to the Full Faculty for a Vote?

A: Yes, all changes to course, units and curriculum must come to the full faculty for a vote. Essentially all major changes must come to a vote. Full Faculty input will be needed on the scope of the development that the School needs. What will help the faculty not only this year, but in five and ten years? A dialogue with the faculty will help

After listening to Mary’s overview, Council members expressed concerns with proposed changes and asked for more information and clarification on topics such as accreditation. Mary agreed and said she will go back to MPC and gain more information.

**Faculty Relationship with the Administration in the Coming Year**

Chair Dworkin informed the Council of her efforts to improve the faculty’s relationship with the administration and asked the Council members to suggest additional ideas. These efforts and ideas include:
- Establishing better communication channels between the Dean and faculty. The Faculty Council Chair will now sit on the Dean's Council just as the Dean, or a representative administrator, has sat on the Faculty Council.
- Increasing participation of faculty members in the school’s decision-making process. At the recent Nursing Rally, faculty members were welcomed to participate on the working groups that will help with the development of the school’s new strategic plan.
- Collaborating with the other Schools. Chair Dworkin is working with leaders from the other Faculty Councils to learn of effective ways that faculty are communicating or working with their administration.
- Bolstering relationships with the School of Nursing’s Student Government. Outgoing Student Representative, Miranda Kramer, informed the Council that despite bylaw requirements, there is no faculty representation at student government meetings. Council members agreed that this must change.

At the administrative level, there is some question as to whether the Department Chair meetings are still being held. Council members agreed that the Department Chair meetings should be reestablished and Chair Dworkin will get in touch with Chairs to suggest this. A reestablished Department Chair meeting could help to improve cross-department communication and improve feedback on future school reforms.

**Operational Excellence**
Chair Dworkin asked Council members to volunteer to help with the final review and implementation of the Operational Excellence survey. Kit Chesla and Catherine Waters offered to help.

The meeting adjourned at 11:04am.