Chair Shari Dworkin called the meeting of the School of Nursing (SON) Full Faculty meeting to order at 1:00pm in Rm N-217. A quorum was present.

Approval of the November Full Faculty Meeting Minutes
Council members approved of the November minutes.

Chair's Report
Chair Dworkin reported on the following items:

- **Chancellor’s Council Meeting:**
  - Diversity Panel – Every year the Chancellor holds a Diversity Panel to share data and discuss what has been done to improve diversity on campus. Vice Chancellor for Diversity and Outreach Renee Navarro provided the Chancellor’s Council with a review of the agenda for the event scheduled for March 3. Vice Chancellor Navarro also reviewed the communication strategy that will be used when the UC Systemwide Climate Survey results are issued.
  - Violence Against Women Act – It was reported that UC will be implementing changes to its Sexual Harassment policy to ensure institutional compliance with the federal Violence Against Women Act.
  - Student Governance – Graduate student representatives provided the Chancellor’s Council with a review of the changes to the student government structure at UCSF. The students will be merging the Graduate Student Association with the Associated Student of the University of California.
  - Support for Interim Chancellor Hawgood – University leadership expressed their support for the appointment of School of Medicine Dean, Sam Hawgood, as the Interim Chancellor. Dean Hawgood has extensive experience with UCSF, the Chancellor’s Executive Council has planned extensively for the transition, and the whole process is anticipated to be seamless.

- **UCSF Campus Day:**
  - Meeting with the Chancellor’s Selection Committee – On February 20, President Napolitano, several of the Regents, and members of the UCSF Chancellor Selection Committee invited representatives from several campus constituencies to attend a Campus Day event. Campus Day is when faculty, students and staff have the opportunity to provide feedback on what the selection committee should consider when selecting the new Chancellor. Chair Dworkin participated in this event and provided the committee with a summary of the feedback she had received from faculty in the School of Nursing and across the four schools. Chair Dworkin felt that the comments were well received by President Napolitano and the members of the selection committee. Chair Dworkin also informed the faculty that if they are interested in providing feedback about what attributes the next Chancellor should have, to please contact her, or contact the committee directly.

- **Communication Strategy for Proposed Comprehensive Exam Review:** Associate Professor Mark Hawk Chair of the Comprehensive Exam Task Force Mark Hawk will be providing the faculty with details on the proposed revisions to the exam format. In order to move the proposal forward and...
receive faculty feedback as soon as possible, the Faculty Council has reviewed possible options for best communicating the information to the faculty. At the recommendation of the school’s new Communication Coordinator, Phoebe Byers, the information may be presented through the use of the UCSF Box application.

Dean’s Report
Dean David Vlahov provided his State of the School Report during the Hot Topic session that preceded the Full Faculty meeting. With limited time during the Hot Topic event, faculty requested that the Dean’s report period be used for further Q&A. During this follow-up session, the Dean addressed the following issues:

- **Methods for Costing Education**: The Dean’s office is making efforts to assess the cost of education and use the data for better planning. However, he does admit that there have been numerous attempts by administrators of the past to cost education and finding a good methodology has been challenging.
- **Future Relationship with UCSF Medical Center**: The Medical Center recently held its strategic planning event. The goal is to use this opportunity to build a closer relationship between the Nursing School and the Medical School. The Dean is open to collecting ideas from faculty on how to develop this relationship.

Associate Deans’ Report

**Academic Programs and Diversity**
Associate Dean Judy Martin-Holland reported on the following items:

- **Discussions with the Medical Center**: Associate Dean Martin-Holland is working with the Medical Center to become a nationally recognized educational provider. If you have programs or activities that need a certification, please get your materials to Sandy Lee. A CEU certification fee will not be charged to defray administrative costs. We do not charge if you give a certification as a gift to preceptors or donors.
- **Admissions and Enrollments**: A big thank you goes out to the faculty who helped to participate in the interview process. A total of 69 students were accepted into the MEPN program.
- **Enrollment in the MS Program**: The School is trying to achieve 2011-2012 enrollment levels. If specialties are going to take on more students, Associate Dean Martin-Holland asks that faculty have the relevant discussion with their chair.
- **New NP Program Leadership**: Mary Lynch was named as the new Director of the NP program.
- **For the Love of Teaching Conference**: A full day conference will be held on March 20th and a half-day on March 21st. All faculty are invited to attend the teaching conference which will be held on the Parnassus campus.
  - There will be an opportunity for continuing education credits
  - Opportunity to share best practices
- **New Staff Members**: Two new staff members have joined the School of Nursing. These include Susanna Leong, a staff member who will assist students with writing, and James Tran who is back to serve as a new data manager.

**Research**
Associate Dean of Research Kathy Lee reported on the following items:

- **Pivot**: A new system will be available for faculty to search for grant funding opportunities. There have been workshops for training. If faculty need any additional instruction, please contact Kathy Lee.
- **Poster Presentations**: We have poster presentation templates. The School of Nursing has a contract with a new poster company.
- **PROMIS**: Faculty will soon have access to PROMIS that stands for Patient Reported Outcomes Measurement Information System. This system is funded by the NIH and has the potential to provide enhanced opportunities for secondary data analysis.
- **PMCID**: There is also a new system for the development and organization of Biosketches.
Associate Dean Lee informed faculty that if they publish with the NIH, the article must now have a PMCID.
- WIN – Western Institute for Nursing – This is a great place to recruit students. A good place for chairs and deans to be recruiting faculty.
- Diversity Supplements – Several faculty members have diversity supplements. Once a faculty member receives an RO1, please call Associate Dean Lee to learn more about how to request a Diversity Supplement. It adds resources to your grant.

Administration and Finance
Associate Dean Lynda Jacobsen reported on the following items:
- Financial Planning: The School of Nursing is now moving out of a reactive mode and into a medium and long-term planning mode. In the short-term, the school will be working on a two-year strategic plan, and later on a five-year strategic plan.
- Medical Center Strategic Planning Meeting – The Medical Center recently held a strategic planning meeting at Mission Bay and several SON faculty attended. At this meeting Medical Center leadership shared their plan to create a new “Health Care System.” The new system will include a network of providers that will provide a continuum of care to patients across the Bay Area.
- Compensation Plan – The School of Nursing’s Health Science Compensation Advisory Committee recently met to review department guidelines and understand the committee role in determining APUs in FY 2014-15. It was determined that no changes will be made to the model this year.

Master’s Program Council MS Generalist Program Update
Master’s Program Council Co-Chair Karen Duderstadt provided an update on the faculty’s work to develop a MS Generalist Master Program proposal. Currently, the group is in the process of developing the program curriculum and course load and a timeline for the implementation.

Campus Space Planning and Update on Clinical Science Building Retrofit
Associate Vice Chancellor of Capital Programs Michael Bade presented the plans for the retrofit and remodel of the Clinical Science Building and how the construction process and new building design will impact School of Nursing. He informed the faculty that over the next 3 to 4 years, the campus will be embarking on a retrofit of the Clinical Sciences Building (CSB) and UC Hall. Construction will first start with the CSB as it is the most seismically challenged building on campus. Inside the building, the new CSB will feature completely redesigned floor plans. With a mandate to increase the number of workstations, CSB will be designed with mixed workspace. At the core of the building there will be small private offices. In the surrounding areas there will be activity–based cubicles. AVC Bade noted that because of the new floor plan, the corridors between the Medical Science Building, Clinical Science Building and UC Hall will be severed. Due to security concerns, the floors would require restricted access and thus the transport between the buildings would not resemble what faculty use today. In regards to how faculty will get to the Nursing Building from Parnassus, he informed the group that there will be a lobby in the first floor of the CSB that will be more welcoming and that faculty will take an elevator to the 3rd floor. After the report, faculty expressed concern with the pathways into and through the building and that there should be more input involved in the plans.

Department Reports

- Family Health Care Nursing
  - None
- Community Health Systems
  - None
- Physiological Nursing
  - None
- Institute for Health and Aging
  - None
Social and Behavioral Sciences
- None

New Business
None

Old Business
None

Meeting adjourned at 3:10pm

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