Chair Shari Dworkin called the meeting of the School of Nursing Faculty Council to order at 9:03 a.m. in room N-319D. A quorum was present.

Chair's Report

Chair Dworkin reported on the following items:

- **Introduction of New Members and Welcome to All Returning Members:** Returning members were thanked for their service and welcomed to the 2013-2014 Faculty Council. New members Tina Baggott, from Physiological Nursing, and Naomi Schapiro, from Family Health Care Nursing, were welcomed to the 2013-2014 Faculty Council.

- **2013 Nursing Rally:** On September 17, the School of Nursing held its annual Rally event. Chair Dworkin reviewed the items that emerged out of the afternoon discussion that are priorities for the School in the next year or two. She reported that more details will be made available after the Dean's Council is done synthesizing and summarizing the priorities that the faculty brainstormed and approved. Chair Dworkin noted that over the course of the year, the Faculty Council will have to play an active role in solicitation and selection of new ideas, and will play a role in developing working groups as needed. A few of the main ideas included:
  - Educational Technology and Instructional Design
  - Revenue Generating Ideas

- **Incentive Initiative:** At the Nursing Rally, Dean Vlahov announced the creation of a new incentive program to acknowledge the amount of work it takes faculty to propose, plan and develop new certificate programs, projects, and degree programs for the school. Council members requested more information on how this incentive program will be administered. To help the Dean in the administration of the program, Council member Yoshimi Fukuoka was asked to draft a cover sheet for proposal submissions. Once finalized, the Council concurred that there will be a Fall and Winter submission process.

- **19900 Funds:** This is an issue that has been raised by faculty across UCSF and has been taken up more strongly by the Faculty Welfare Committee. In previous years, when the state did not send enough funds to the schools for base salary plus employment benefits, the campus would make up the difference – a requirement of APM-190. With scarce resources, the schools were asked to cover this shortfall, and they did, then schools lacked the funds and departments and were asked to make up any shortfalls in funding. Departments then covered this shortfall and now their reserves are depleted. There is now the increasing risk that individual faculty members will be asked to cover this shortfall. To address this issue, Chair Dworkin will be participating in a meeting with campus leadership through the Faculty Welfare Committee to discuss the problem and work to find alternative solutions. Chairs of all Departments have been asked to comment on
the strategies they use to cope with the shortfalls and whether these are sustainable. Council representatives were also asked to gather more information from faculty in terms of how the 19900 shortfall has affected them so that this information can be brought to the upcoming meeting with administration and Faculty Welfare.

- **MS Program Redesign Taskforce:** Similar to the process followed for the DNP, the work of the MS program redesign committee is being split into two phases: The first phase begins with the development of options/strategies that the faculty can vote on to redesign the MS program; and the second phase will include the development of content, delivery mechanisms for content, and a full proposal. Once the MS task force has presented these options for feedback to and dialogue with the Faculty Council, the task force will schedule brown bag events in October and November to present these options and collect faculty feedback. Once this process is complete, the faculty will discuss the MS redesign further at the November Full Faculty meeting and vote via email shortly after the November Full Faculty meeting.

- **Shared Governance Retreat:** Chair Dworkin informed the Council that the results of the shared governance retreat, held on the August 22, have been positive and encouraging. Faculty and Dean’s Council members look forward to a more collaborative working relationship. Chair Dworkin asked Faculty Council members to send feedback on the shared governance summary document.

- **Merit Equity Review Process:** Chair Dworkin and Christine Miaskowski will be holding a series of brown bags to educate faculty about the merit equity review process. The dates that have been selected as preliminary are October 15th (Tuesday) and November 7th (Thursday) from 12-1 p.m. The second brown bag will be content captured so that individuals who cannot attend the event can review the presentation and question and answer session.

### Dean’s Report
None.

### Associate Dean’s Report
Lynda Jacobsen, Associate Dean of Finance, reported on the following items:

- **Departure of Kylie Grenier:** Kylie Grenier, Director of Information Technology, will be leaving UCSF SON at the end of the week to take a position at Cisco Systems. All Council members acknowledged her work for the School of Nursing and agreed that her contributions to the School have been enormously positive.

- **Staffing Update:** The School of Nursing is currently recruiting for three positions: The first is for Kylie’s former position of Director of Information Technology; the second position is for a Communications Analyst who will be responsible for internal communications and branding; and finally the third position is for a Student Recruiter who will assist Associate Dean of Education Martin-Holland. All might be full-time positions, but this is still under consideration.

- **Academic Personnel Units (APUs):** At the recommendation of the compensation plan committee and in collaboration with the faculty and administration, the school plans to place all faculty at APU Level 3 within 2 years if this is financially possible. Given this proposal, the school will have to either generate new revenue engage in cost cutting solutions to fund this goal.

### Approval of 2013-2014 Standing Committee Roster
Council members reviewed the most recent draft of the Faculty Council’s Standing Committee Roster. Upon review, Council members agreed that several changes will be needed before the approval is final. Analyst Cardenas will follow up with the Council members and the Associate Dean of Academic Affairs Jeff Kilmer to determine the assigning of staff positions.

### Review of Shared Governance Meeting Notes
Chair Dworkin noted that one Council member and three Dean’s Council members have reviewed and commented on this document. When Council members send their final comments, a new draft will be distributed to all faculty and administration.

### MS Program Redesign Task Force Update
Task Force member Suzan Stringari-Murray provided the Council with an update on the status of the group’s work. Thus far, the members have developed several options that will be presented to the faculty during two brown bags. Once task force members meet with the Faculty Council to discuss the ideas that will be presented, the group will will hold brown bag events to present the options and gather faculty feedback. Once this process is complete, the faculty will hold a vote on which MS program redesign option to pursue. Some members of the task force will roll off of the committee after the vote and approximately five will stay on. Faculty Council can work to select new members if needed.

**Department Reports**

**Community Health Systems**
- MS HAIL was recently approved and instruction will start this January
- The department has a new faculty member

**Family Health Care Nursing**
- Angel Chen is new Vice Chair.
- Karen Duderstadt is the new Pediatrics Coordinator

**Institute for Health and Aging**
- The department welcomed a new director

**Physiological Nursing**
- Xiao Hu and his post-docs have arrived on campus.
- Kathy Dracup retired
- Glenna Dowling has stepped down as department chair – Margaret Wallhagen was named as the interim chair

**Social and Behavioral Sciences**
- Adele Clarke retired, but is still attending department meetings as is the case for several retirees
- Rina Bliss is a great addition to the department in the area of STS and qualitative methods
- Ruth Malone will be the department chair for another two years - this year and next year.
- The department continues to work on a proposal for a qualitative methods summer institute, but after the rally, they are considering a certificate program or other online products focused on the topics of focus groups, interviews, and ethnography for the health sciences.

**Open Discussion on the Priorities for 2013-2014**
Chair Dworkin reviewed several of the topics that will be prioritized in the Council during the 2013-2014 academic year. These include:
- MS Program Re-design
- DNP – later in the year
- Shared Governance – Following up on August meeting results and ensuring accountability

New priorities include:
- Rally Priorities - selection and implementation
- Dean’s incentive initiative

**Old Business** None.

**New Business** None.

The meeting adjourned at 11:00a.m.

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