Chair Catherine Waters called the meeting of the School of Nursing Faculty Council to order at 9:00 a.m. in room N-319D. A quorum was present.

Approval of the September Minutes
Council members approved of the September 19, 2014 Minutes

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

• Coordinating Committee: Division Chair Farid Chehab reported on a recent Academic Senate meeting with President Napolitano:
  o Certificate Programs: The President is interested in exploring the potential of offering new certificate programs. The idea is to bring in revenue and offer new educational opportunities to meet workforce needs.
  o Academic Senate: The President is concerned with the speed of the Academic Senate in providing responses. The Senate is willing to work to improve processes.
  o State Funding: The President is working to ensure that the university is allocated more of state funding in the future.

• Campus Planning Update
  o Clinical Sciences Building Update:
    ▪ Retrofit: The Clinical Sciences Building renovation and retrofit will start early next year. The building operation will mostly impact faculty in the School of Dentistry.
    ▪ School of Nursing Building Access: The Clinical Sciences building will undergo construction for two years. During that time period, School of Nursing faculty, staff and students must travel through Saunders Court, or from Dentistry Clinic side.
  o Space Town Hall in HSW 302 on Wednesday, November 5, from 3:00pm – 4:00pm.

Vice Chair’s Report
Vice Chair Janine Cataldo reported items discussed at the most recent Dean’s Council meeting. Issues included:

• IT Security Advocacy
• Clinical Sciences Renovation
• Innovation in Intellectual Property Policy Review
• NIH Funding is Up From Last Year
• Addressing Wet-lab Space Issues
• Doctoral Student Funding
• Reviewed the Retreat Outcomes

**Associate Dean's Report**
Lynda Jacobsen, Associate Dean of Finance and Administration, reported on the hiring of several new permanent and contract positions:

- **Information Technology Professional**: To meet the IT systems needs of the school, the Dean’s Office is working in collaboration with the CIO’s Office to create a shared position. The person who will fill this role will report to the school and the CIO. Vice Chair Cataldo volunteered to serve on an interview committee. Member Audrey Lyndon volunteered as an alternate.
- **C360 System Review**: A new contact employee will be hired to review the C360 system. They will review processes and determine how the School of Nursing can move forward. This will be a two-year position, as it takes time to learn the system.
- **Support Analyst**: A job description has been drafted for an position that will help find ways to improve upon the use of current student and faculty applications
- **Project Manager**: The School of Nursing hired a campus project manager to do an evaluation of the E*Value system to determine if the school should/could use it for additional functions.

**APM 671 Review**
Associate Dean Shari Dworkin provided an overview of the implementation plans for Academic Policy Manual Policy 671. She provided an informational handout (Attachment 1) which included details on why changes were made to APM 671, the timeline for the policy implementation process, and a guide for what faculty need to do to comply with the new policy.

**Development Report**
Justin Marsh, Senior Director of Development, and Lynnette Teti, Director of Development, reviewed the Development Office services available to faculty and answered questions regarding the university’s future development plans. Council members were informed of ways they could promote their research and what to do if they know of a potential donor. Senior Director Marsh also encouraged faculty to challenge themselves by developing a grand vision for their research. Members were informed that donors are not interested in meeting needs, but rather funding big visions.

Council members had questions regarding a potential capital campaign to improve the School of Nursing building. Several members noted that other schools around the country have spent a considerable amount of time and effort to develop facilities. Director Marsh informed the group that there are no plans right now for a capital campaign. However, if school and university leadership are interested in doing a capital campaign, there would first need to be a feasibility study to determine costs.

**Full Faculty Meeting Agenda**
Chair Waters reviewed the agenda items for the November Full Faculty meeting:

- **IT Security Presentation**: CIO Joe Bengfort and Director of IT Security Pat Phelan will be attending the meeting to review the university’s plans to increase IT security.
- **University Development**: Development Directors Justine Marsh and Lynnette Teti will be providing a report, similar to what was reported today, to the faculty at the November meeting.
- **DNP Update**: Annette Carly will be presenting to the faculty an update on the DNP degree planning. It will probably be short – the four campus need to do more work. Clarification that this is one proposal.
- **Hot Topic Planning**: To improve school morale, some faculty have suggested that the hot topic period be used for a Thanksgiving pot luck. Members discussed and suggested that, based on
the agenda topics, a potluck should be moved to another time. Instead, the time should be used to encourage faculty to encrypt their information. Members asked that encrypted flash drives be distributed at the meeting to increase attendance.

- Campus Planning Update: Associate Vice Chancellor Lori Yamauchi and Chief Campus Architect Michael Bade will provide a summary.

**Student Report**
Student Representative Marge Suda provided her report via email. She informed the Council that the Student Association recently sent the letter regarding the instruction of the Medical-Surgical course to Associate Dean Judy Martin-Holland and MEPN Director Kristine Warner. She hopes to schedule a meeting to discuss more in the next couple of weeks. She thanked the Council for their feedback and advice on the letter.

**Department Reports**

**Community Health Systems**
- Two new adjunct faculty have been hired

**Family Health Care Nursing**
- New faculty are being hired
- Department is currently interviewing for a tenure track position

**Institute for Health and Aging**
- Department faculty will be hosting a White House seminar on aging – December 4

**Physiological Nursing**
- Retreat is planned. The results of the retreat should inform the process of searching for another Chair.

**Social and Behavioral Sciences**
- The sociology program recently just completed its program review. Faculty are now waiting for the results.

**Old Business**
None

**New Business**
None

The meeting adjourned at 11:00a.m.

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