

**Committee on Educational Policy**  
**Abbey Alkon, RN, PhD, PNP, Chair**

## ANNUAL REPORT 2011-2012

**Primary Focus Points for the Year:**

- Development of Online Education at UCSF
- Coordination of responsibilities/efforts between CEP, COCOI, and Graduate Council
- Interdisciplinary/Interprofessional Education
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**Task Forces, Special Committees, and Sub-Committees:**

- Nancy Nkansah agreed to serve as the CEP representative to a Committee to Review Innovative Certification Program Applications
- Tamara Alliston, UC CEP representative
- Abbey Alkon, Online Education Coordinating Group (J. Castro, Chair)
- Abbey Alkon, Education Subcommittee of the Academic Senate (Farid Chehab, Chair)
- Abbey Alkon, UCSF representative on Blue Ribbon Panel of Online Instruction Pilot Project (OIPP)

**Issues for Next Year (2012-2013)**

- Ongoing development and exploration of the online education system at UCSF and Systemwide Faculty development at UCSF: teaching strategies, online platforms
- Self-sustaining programs: fees, evaluation, sustainability
- Endowment Support for Non-FTE Faculty
- COCI one-year trial to not review clinical courses
- Library's annotated bibliography of online education

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**2011-2012 Members**

**Abbey Alkon, Chair**  
**Elisabeth Wilson, Vice Chair**

Tamara Alliston (Med), UCEP  
Susan Hyde (Dentistry)  
Nancy Nkansah (Pharmacy)  
Sophia Saeed (Dentistry)  
Douglas Schmucker (Medicine)  
Vineeta Singh (Medicine)

**Permanent Guests**

Tina Brock, Chair, Committee on Educational Policy (Pharmacy)  
Judy Martin-Holland, Associate Dean, Academic Programs and Diversity Initiatives (Nursing)  
Harry Hollander, Chair, Committee on Curriculum and Educational Policy (Medicine)  
Gail Persily, Director, Education and Public Service (Library)

**Number of Meetings: 10**

**Senate Analyst:** Kathleen Dargan

## Systemwide Business

The Academic Senate Committee on Educational Policy took up the following Systemwide issues this year:

- Online Education

## Divisional Business

This year, the Academic Senate Committee on Educational Policy took up the following issues related to the San Francisco Division:

### **Online Program Review**

At the January 9, 2012 Academic Senate Coordinating Committee, Farid Chehab, Vice Chair of the Academic Senate, presented information from the Academic Senate Educational Effort Committee on the proposed changes in the roles for the Committee on Educational Policy, Committee on Courses of Instruction, Graduate Council, and Academic Planning and Budget in future review of online and self-supporting programs.

Chair Alkon introduced the Campus Review Process guidelines that list the UCSF Academic Senate Committees involved in campus reviews for academic programs and units, and research units. The document can be found on the Academic Senate Information and Resources site (see URL below). These guidelines, as well as specific sections of the Compendium (URL below) and Graduate Affairs Handbook (Coordinating Committee on Graduate Affairs) will be useful in future discussions on the role of the Academic Senate Committees in the review of online programs.

Campus Review Process - <http://senate.ucsf.edu/memberresources/index.html>.

Compendium - [http://www.ucop.edu/ucophome/coordrev/ucpolicies/documents/compendium\\_jan2011.pdf](http://www.ucop.edu/ucophome/coordrev/ucpolicies/documents/compendium_jan2011.pdf).

CCGA Handbook – [www.universityofcalifornia.edu/senate/.../ccga/ccgahandbook](http://www.universityofcalifornia.edu/senate/.../ccga/ccgahandbook) .

### **Self-Sustaining Programs**

#### **School of Nursing's MS in Healthcare Administration and Leadership Program Review**

The Committee on Educational Policy reviewed the proposed new UCSF School of Nursing (SON) Masters of Science (MS) degree in Healthcare Administration and Interprofessional Leadership. This program was designed to meet the demands of the changing health care environment, increase the number of trained healthcare leaders, provide an interprofessional educational program, and generate revenue to support non-tenured teaching faculty in this School of Nursing program. The Committee met with Mary Louise Fleming to discuss some issues. Upon further discussion, it was agreed that the proposal should be moved forward for review by the CCGA. A letter of support was submitted to the Graduate Council. [MS HA-IL Program Review Response.pdf](#)

#### **Fees for Students in Self-Sustaining and/or Certificate Programs**

The Committee on Courses of Instruction requested support on the possibility of creating a policy regarding several issues relating to course enrollment and additional fees charged to students for self-sustaining programs. Initially, a letter from UC President Mark Yudof, October 8, 2009, provided information on the revised delegation of authority to set student, material and course fees covered these issues. COCOI Chair Tony Hunt drafted a communication to UCSF Academic Senate Chair Robert

Newcomer requesting an ad hoc committee to identify and specify the Academic Senate's role in address these issues. [Fees for self-sustaining and certificate programs .pdf](#)

### **Open Access – Committee on Library and Scholarly Communications (COLASC)**

Faculty endorsed an Open Access Policy at the May 21, 2012 Division Meeting. This policy will make UCSF-faculty authored publications available free to the public and help control library costs to UCSF. Additional information on Open Access can be found at: <http://www.library.ucsf.edu/content/ucsf-faculty-vote-open-access-policy>. The Committee drafted a communication in support of Open Access.

### **Course Review Process – Graduate Division and Committee on Courses of Instruction**

In 2010, the Committee on Courses of Instruction reported that the School of Medicine would no longer review courses that do not pertain to the MD Program and that this responsibility was taken on by the Graduate Division. To ensure that similar standards are applied across programs, and that courses are not duplicated in another department or program, COCOI requested that the Division convene a committee, similar to the Curriculum Committees within the schools, to assure this critical review of courses across graduate programs is achieved. The issue has been put on hold until further discussion with the Graduate Division's new Dean, Elizabeth Watkins and the Committee on Courses of Instruction.

### **Units Earned for Participation - COCOI**

The Academic Senate Committee on Educational Policy (CEP) reviewed the request from the Committee on Courses of Instruction (COCOI) to review the current UCSF practice of awarding academic units for courses where student participation or attendance is required with no measure of student evaluation. There is an expectation that for each hour of lecture or seminar the student would work two hours outside of class.

The Committee unanimously approved the Communication from COCOI recommending that course forms require a notation of the method of evaluation for any course where students earn units. [Units for Participation Only.pdf](#)

### **Units of Course Credit - Regulation 760**

UCEP is drafting a suggested language to make equitable the number of student course units (hours of class/student work) for lectures and seminars as well as further defining exceptions. UC has requested review by the individual schools to determine if they want regulation by example. UCEP representative, Tamara Alliston, will meet with the Committee on Courses of Instruction (COCOI) to discuss this issue that has been one of the items for review by the COCOI. [UCEP Proposed Language Reg 760.pdf](#)

### **Chancellor's Governance Task Force**

The Academic Senate formed a Governance Task Force to discuss what is important for the faculty governance. Chair Newcomer asked CEP to indicate if there were any important changes they would like to made, or not made, to campus governance. A letter of recommendations was submitted to the Academic Senate. [CEP 11-12 Communications\CEP to RN - Recommendation to Chancellor's Governance Task Force.pdf](#)

### **School of Pharmacy Educational Policy Committee**

The School of Pharmacy has uploaded all courses to Ilios. They are currently in the process of recruiting a new Dean for the School of Pharmacy. Joe Guglielmo will be the interim Dean.

### **Endowment Support for Non-FTE Faculty**

The committee discussed the issue of supporting faculty on soft money and the possibility of creating a policy to support clinical faculty through endowed chair funds or other resources. It was noted that Academic Personnel Manual, APM 137, clinical faculty, regulates academic appointees. [www.ucop.edu/acadpersonnel/apm/sec1-pdf.html](http://www.ucop.edu/acadpersonnel/apm/sec1-pdf.html).

The Chancellors Council on Faculty Life (CCFL) supports a plan to make funding available to clinical faculty who, short term, may have less than 100% support. This would be a short term funding from an endowment or other funding sources. Although the issue affects clinical faculty – it is equally relevant to non-clinical faculty who do not have FTE's and have to provide all salary support from soft money. The Climate Survey results showed faculty on soft money felt they didn't have institutional support. Susan Hyde will submit additional information on this issue for further discussion.

### **Educational and Instructional Technology**

Chair Alkon presented material on Coursera, a company that partners with top universities to offer free courses online. Following a presentation to the campus, Coursera invited UCSF to partner with them, giving UCSF the ability to make online courses available to anyone. CEP supported the partnership as a marketing tool and a way to expand high quality education worldwide. The Coursera contract would not involve a long-term commitment or competition with other outside contracts. A letter of support was submitted to Joe Castro, Vice Chancellor of Student Academic Affairs. [Communications re: Coursera .pdf](#)

### **Faculty Development**

The Committee on Education Technology has recommended that UCSF develop a high quality learning environment to provide a comprehensive, campus-wide approach necessary to prepare faculty to effectively prepare faculty to use technology for on-line courses. The lead for this would be the Library in coordination with the Kanbar Center and the School of Medicine's faculty development program.

### **Updates from the UCSF Library**

The Committee benefitted from regular updates on the UCSF Library by Gail Persily, Director, Education and Public Service, UCSF Library. This academic year, her updates included information about:

- Change to the Interdisciplinary/Interprofessional Teaching and Learning Grant Review Process Educational Technology Faculty Development Initiative – The committee to develop faculty education technology has been working on the operation aspects with Co-Chairs Pat O'Sullivan and Gail Persily.
- The committee is planning a Fall TLC event – two days of workshops and speakers on learning analytics in November 2012.
- The Library is working on a library/learning space at Mission Bay in Block 25.
- An annotated bibliography will be created to review evidence-based research on the impact and quality of online education.

## **Task Forces and Other Committee Service**

This year, members of the Academic Senate Committee on Educational Policy served on the following Academic Senate task forces or other campus committees as representatives of CEP or the Academic Senate.

- Chair Alkon is a member of the Blue Ribbon Panel on the Evaluation of Online Instruction Pilot Project (OIPP) that reviews undergraduate online courses at UC. [Blue Ribbon Panel on Evaluation](#).

- Tamara Allston, UC CEP representative
- Abbey Alkon, Online Education Coordinating Group (J. Castro, Chair)
- Beth Wilson, Education Subcommittee of the Academic Senate (Farid Chehab, Chair)

## Going Forward

Ongoing issues under review or actions that the Committee will continue into 2012-2013:

- CCFL's idea to provide endowment Support for Non-FTE Faculty
- Interprofessional courses and programs
- Instructional technology
- Systemwide development of online education initiative
- Faculty development on IT, online course development, etc.
- Annotated bibliography of online education

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