

DRAFT School of Nursing Faculty Council

Janine Cataldo, RN, PhD, FAAN, Chair

MINUTES

Friday, January 15, 2015

PRESENT: Janine Cataldo (Chair), Audrey Lyndon (Vice Chair), Annette Carley, Rosalind De Lisser, Eli Fox, Oi Saeng Hong, Xiao Hu, Lynda Jacobsen, Zachary Zimmer

ABSENT: Brooke Hollister, Marge Suda, David Vlahov

GUESTS: Barbara Burgel, Co-Chair of the Recruitment and Retention Committee; Judy Martin-Holland, Associate Dean of Student Affairs; Theresa Scherzer, Chair of the SON Climate Survey Task Force

Chair Janine Cataldo called the meeting of the School of Nursing Faculty Council to order at 9:30 a.m. in room N-319D. A quorum was present.

Chair's Report

Chair Cataldo reported on the following items:

- Climate Survey Update: After further discussion on the survey, a decision was made to have the responsibility over the climate survey move from the Faculty Council to another group. The reasoning is that the survey will not only include faculty, but also staff. Faculty member Theresa Scherzer has agreed to chair the new planning group.
- New Retirement Tier: As part of the most recent budget agreement with the Governor, the university has agreed to reform its pension plan to align with the state government pension plan. Specifically, the governor has required that a new cap be placed on UCRP covered compensation at \$117,000. To determine the best option for the university, a Task Force was formed by the President. Today, the recommendations of the Task Force were released. The Academic Senate will now have two weeks to review and comment on the proposed changes. Council members expressed concern with pension reforms as it will undoubtedly hurt recruitment efforts.
- Physiology Department Chair Search: The search continues for a new department chair. Recruitment of candidates has proven a challenge with cost of living.
- Associate Dean of Research Search: The school continues its search for a new Associate Dean of Research. A search committee has been formed. If faculty have any nominations, they are told to forward them on the committee.

Dean and Associate Dean's Report

Associate Dean of Administration and Finance Lynda Jacobsen reported on the following items:

- Future of Nexus: The school is in the process of reviewing the viability of Nexus course offerings. Associate Dean Jacobsen informed the Council that Nexus is a service that allows UCSF to share courses with other universities. There is a possibility for revenue for the school if we offer courses to others. The problem is that up until this point being part of the Nexus network has only cost the school money. A committee will review whether to continue to be part of the network.
- Systemwide Advocacy: Last week the leaders from all four UC schools of nursing met at the Office of the President to discuss next steps on how to follow up on the White Paper. It was decided that the schools of nursing would first focus collecting data. Once all of the information

has been collected, the group feels they can make a compelling case for why School of Nursing faculty and students should have enhanced involvement in UC Health. Former UCSF School of Nursing Dean, Kathy Dracup, will help by heading the implementation team. The next meeting for the group is on May 3, 2016. The hope is to review all of the data at this meeting.

- Course Evaluation Project: The School continues its work on implementing and evaluating the E*Value system. An implementation team has been assembled. If all goes well, the hope is to have E*Value completely rolled out by Fall of 2016.
- Space Planning: School of Nursing leadership and campus leadership are continuing the discussion on the school's planned presence at the Mission Bay campus. While IHA and SBS are currently slated to move to Mission Bay, members of those two units have requested to be located on Parnassus. The hope is that with an evaluation of the Nursing Building, campus planners can find a way to move SBS and IHA to Parnassus and renovate the building. There will be a walkthrough of the 7th floor today.

Student Report

Student representative Eli Fox reported on the following items:

- Concerns with Reporting: Student Representative Eli Fox informed the Council that students are concerned that there are no clear processes for reporting issues. There are a lot resources like the Dean, Omsbud, Students Affairs Office and others, but students are unsure who to approach first and whether there is a chain of command. Chair Cataldo asked Associate Dean Judy Martin-Holland, what the best process is for the students. AD Martin-Holland responded that students should go up a chain of command that starts with their instructor and supervisor. If no one in the department is available, then students can either go to the Student Affairs Office or they can contact her. Student Representative Fox informed AD Martin-Holland that over the last summer some of the individuals in the chain of command were not present during the summer quarter. AD Martin-Holland responded that there is always someone around. However, she acknowledged that the process needs to become clearer and that a detail checklist should be in the student handbook. Council members agreed.
- Student Handbook: Several students have volunteered to be part of the student handbook review. Students have also gone through the handbook and identified areas of concern.
- Moodle: Students are having issues with Moodle. The site has many problems that make it difficult and frustrating to use. Council members noted that it might be because the design and structure of the Moodle site varies from class to class. This can be attributed to the fact that each instructor has their own discretion on how to build their course in Moodle. Member Annette Carley informed the group that the new Education Technology HUB can help in this situation. Through student feedback, we can learn how to improve Moodle and help instructors with best practices on how to design their course sites.
- Nursing Tuition Update: Student Representative Fox asked for an update on the professional student fee. Associate Dean Jacobsen informed the group that the fee increase was reduced from 20% to 8%.

Recruitment and Retention Presentation

Recruitment and Retention Co-Chair Barbara Burgel informed the Faculty Council that they wanted to present on the work of the committee to help further diversity in the school. She reported on the following items:

- Deans Council Presentation: At the last Dean's Council, Recruitment and Retention Co-Chairs Barbara Burgel and Howard Pinderhughes attended the meeting to present their strategy to help improve the School of Nursing's hiring practices for faculty and staff. They discussed the barriers to hiring a diverse workforce and what the school could do to overcome the challenges. The Recruitment and Retention Committee believes that best way to move forward is provide the departments with the hiring data that they have collected and then have the departments develop their own specific action plans. The reasoning is that each department is different, with their own culture and practices. If the school adopted an organization-wide plan it would probably not work

or be sustainable. In response to the presentation and the request, the department chairs asked for further guidance on what should be included in their action plans. Barbara informed the group that there are specific racial categories that the school needs to target. These are underrepresented minorities such as, African-Americans, Latinas and Native-Americans.

Co-Chair Barbara Burgel hopes that the departments will provide all of their plans in next couple of months and that a final complete school-wide plan can be presented to the faculty at the May Full Faculty meeting for a review and vote. Council members supported the effort and asked that all of the data the Recruitment and Retention committee has collected should be provided to the faculty for review.

- Mission, Vision and Values: DIVA Chair Theresa Scherzer informed the Faculty Council that there has been a review of the School's Mission Vision and Values. With the goal of furthering diversity in the school, DIVA has recommended that the Faculty Council review and update the Mission, Vision and Values statement. The Dean has also agreed that it would be a good idea to have an updated version.

Student Discipline and Professionalism Policies

Associate Dean Judy Martin-Holland reported on the following items:

- Student Grievance and Dismissal Policies: Council members reviewed the existing policies covering student discipline and dismissal. Member Rosalind DeLisser informed Associate Dean Martin-Holland that the faculty's main concern is with the portion of our dismissal policy that covers student conduct and professionalism. Faculty members feel that they have no standards to point to when they have issues with a student's actions. AD Martin-Holland informed the Council that to address these faculty concerns, she pulled a nationally accepted code of the ethics that other universities use to describe professional behavior. To vet the policy in the School of Nursing, it was sent around to the three program councils for review. After some edits and revisions, the document is near complete. Council members noted that all of the departments should have an opportunity to review and comment on the document as well. AD Martin-Holland agreed and said she would send out the document. Members noted that some of the requirements in the policy are fairly vague and might be difficult for the students to meet. Student Representative Fox agreed.
- Student Handbook: Associate Dean Martin-Holland noted that the Student Handbook is still under revision. She is also looking for student assistance in the review of the changes. Student Representative Fox noted that she and others can provide assistance.

DNP Update

DNP planning committee chair, Annette Carley, provided the Council members with an update on the proposed DNP budget. After receiving feedback from faculty at the November Full Faculty meeting, the planning committee decided that in order to ensure that the DNP is properly implemented, there would need to be more resources available. As a result, a decision was made to increase the tuition from \$55,000 to \$62,000 a year for the program. Also, in addition to the increased tuition, the school will be borrowing more in start-up funding. With more financial resources, the instructor to student ratio will be reduced from a proposed 1:30 to 1:13. The reduction in the ratio should help to create a better experience for students and relieve the teaching burden on the faculty

Preparation to Meet with EVCP Dan Lowenstein

Council members planned for their meeting with Dan Lowenstein at the February Faculty Council meeting. Members came up with the following discussion items:

- Clinical Placements: Council members agreed that the Council should reiterate to EVCP Lowenstein that clinical placements continue to be the most significant issue for the school. It ties into everything from faculty welfare to recruitment and retention.

- Research Space: Council members would also like to inform the EVCP about the lack of research space in the school. There has to be collaborations with the other schools that will allow faculty to have access to affordable research space.
- Bridges Curriculum: Council members feel that they should be included in the implementation of the new bridges curriculum. There should also be a discussion on how can the School of Nursing create inter-professional opportunities for students.

February Full Faculty Meeting Planning

Council members discussed and proposed the following agenda items for the upcoming Full Faculty meeting:

- DNP Degree Update
- Climate Survey Update
- IT Security Presentation
- Student Health Services Presentation

Old Business

None

New Business

- Election of Vice Chair: Chair Cataldo and Vice Chair Audrey Lyndon informed the Faculty Council that Vice Chair Lyndon will be going on sabbatical in the winter and spring quarters of spring 2017. As a result, Chair Cataldo has volunteered to serve another year as chair, and the Council will either have to elect a new Vice Chair, or a Council member can volunteer to serve as Vice Chair for the Fall 2016 quarter. Council members discussed the issue and member DeLisser volunteered to serve as the Vice Chair in the Fall. Per the bylaws, all Council members must have a vote in electing a new or temporary Vice Chair. Analyst Cardenas will send out an a notice for a vote via email.
- Student Mental Health: Member DeLisser informed the Faculty Council that a couple of recent graduates from the School of Nursing committed suicide. This is a concerning issue for all of the School of Nursing community. Council members requested that a presentation be given to the group that outlines what is available to students.

The meeting adjourned at 11:30a.m.

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