

DRAFT School of Nursing Faculty Council
Janine Cataldo, RN, PhD, FAAN, Chair

MINUTES

Friday, June 17, 2016

PRESENT: Janine Cataldo (Chair), Audrey Lyndon (Vice Chair), Annette Carley, OiSaeng Hong
Lynda Jacobsen, Zachary Zimmer

ABSENT: Rosalind De Lisser, Brooke Hollister, Xiao Hu, David Vlahov

GUESTS: Barbara Burgel, Co-Chair of the Recruitment and Retention Committee; Teresa Scherzer,
Co-Chair of the DIVA committee

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.

Approval of Minutes

Council members approved of the May minutes.

Chair's Report

No report

Dean's Report

Associate Dean of Administration and Finance Lynda Jacobsen provided the following report on behalf of Dean Vlahov:

- Appreciation of Janine Cataldo's Service as Faculty Council Chair: The Dean wants to send his thanks for Janine Cataldo's service as Faculty Council Chair. Council members applauded the support and offered their praise as well.
- 2016 Commencement: The Dean thanks all staff and faculty for their hard work on a wonderful commencement ceremony.
- DNP Degree Update: The Chancellor recently approved of the DNP degree proposal. The next step is a review from the systemwide Academic Senate. The systemwide Coordinating Committee on Graduate Affairs (CCGA) is charged with the review. The Senate process is anticipated to take several months.
- Strategic Planning Process: The Dean would like to begin the process for the development of a new strategic plan. The Dean would like the Faculty Council to be part of the process. The initial goal is to create a group that will be engaged in the planning process. The idea is that this will take nine months. The school will be contracting with the UCSF Project Management Office to help lead the project. The Dean envisions that the DNP degree resource planning will be a big part of the discussion.

Associate Dean's Report

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

- Financial Planning and Closing: The School has completed the annual business plan presentation for the Dean to present at the Chancellors Executive Committee. At this point nothing has changed with the presentation compared to last year. The overall expenses will once

again surpass revenue. To close the gap, the school has met all of its obligations using reserves. However, the usage of reserves is only temporary and a long-term solution will need to be reached. When presenting this information to the Chancellor, the Dean will also provide context in that all schools of nursing around the UC system are having the same financial challenges. To help compensate, the Dean will be proposing that additional funding be provided to the school.

Faculty Professional Development and Leadership Training

Recruitment and Retention Co-Chair Barbara Burgel reported on the recent work of the Recruitment and Retention Committee on Faculty Professional Development and Leadership Training:

- **Academic Senate Faculty Development Fund Application:** In the Spring, the members of the Recruitment and Retention committee submitted an application for \$10,000 of Academic Senate Chancellor Funds to support faculty professional development and leadership training in creating a diverse and inclusive SON environment.
- **Needs Assessment Survey:** In collaboration with Associate Dean Shari Dworkin and the DIVA committee, the Recruitment and Retention Committee conducted a needs assessment of approximately 150 full and part time faculty to determine faculty needs for diversity/inclusion training. The preliminary survey results indicated that there was a critical need for additional faculty training in unconscious bias; inclusive hiring practices; and search committee processes to reach our goal to recruit and retain a more racially and ethnically diverse faculty.
- **Faculty Participation in Diversity Training:** In the survey, faculty were asked about their recent participation in any training on diversity. A majority of the faculty who responded, 76.7% had participated in at least one of the four DIVA trainings since 2021-2013. Around 19% of faculty who responded reported attending a formal training on diversity through the campus Office of Diversity and Outreach (ODO).
- **Search Committee Training:** Although most of the faculty respondents to the survey felt at least somewhat confident advocating for diversity in their department, they report widely varying degree of expectations in their search committee experience regarding training on inclusive hiring practices. A total of 58% of respondents have served on at least one faculty search committee since 2012 reported receiving training on inclusive hiring practices. Those that had received training received it from reading material provided by the ODO, having a discussion at a search committee meeting facilitated by a DIVA member; taking the implicit association test; or looking at a slide deck on reducing bias and exploring diversity.
- **Topic Exploration:** Faculty respondents ranked the following diversity training topics, in order; minimizing unconscious bias in academic life; guidance on search committee strategies and practices; and structural racism. Faculty also ranked preferred training methods. The highest ranked methods were assigned small group discussions facilitated by external or internal consultants and interactive theater enacting common academic scenarios.
- **Next Steps:** Based on the data from the needs assessment survey, the members of the Recruitment and Retention Committee believe that it would be best to focus efforts on diversity trainings for faculty on search committees. The committee believes the hiring of two new Equity Advisors will be very helpful for faculty serving on search committee panels. The advisors will conduct needed small workgroup trainings for faculty and advisors will sit on each search committee to provide assistance. Council members supported the idea.

Faculty Council Leadership and Membership

Chair Cataldo informed the Council that there will be leadership changes over the course of the 2016-2017 academic term. Incoming Chair Audrey Lyndon will be going on sabbatical in the winter and spring terms of 2017. To fill in for the time after, future Council member Abby Alkon has agreed to serve as Chair.

School of Nursing Climate Survey

SON Climate Survey Co-PI Teresa Scherzer attended the Council meeting to provide an update on the School of Nursing Climate Survey. She informed the Council that several months ago, the Faculty Council requested that School of Nursing do its own climate survey. The reasoning is that the systemwide

climate survey provided less than satisfactory results on inclusion and the council wanted more analysis into particular issues. To develop an SON survey, Co-PIs Cataldo and Scherzer reviewed the systemwide survey and use relevant questions. Other school-specific questions were also created. After initial work, a decision was made to include students and staff in the survey. With additional groups being involved, the Council decided that it would be best if the project was lead by a group other than the Council so that all stakeholders could have a voice in the planning and implementation process of the survey.

Co-PI Scherzer informed the Council that with Chair Cataldo now becoming the Chair of the Physio department, it would be best if a faculty member, without an administrative appointment, could take the place as the other Co-PI of the project. Council members discussed and decided that if a Co-PI was not necessary, then Teresa could be the sole PI on the project. Teresa agreed, and asked the Council if the Faculty Council would be okay with the idea of forming a working group consisting of faculty, students and staff to charge the implementation of the survey. Council members offered reservations on the formation of another workgroup or task force for the survey. Council members were also concerned with who would be responsible for the data analysis and whether there would be an action plan when the data becomes available. Council members determined that there needs to be a lot more discussion on the survey implementation and that the topic should be a standing item for next year's agenda.

Agenda Planning

Chair Cataldo asked the Council members if there are any agenda items the group should address in the 2016-2017 academic year. Council members suggested the following topics:

- SON Climate Survey Implementation and Data Analysis
- Strategic Planning
- DNP Resource Planning
- Recruitment
- Meeting with new SVC of Finance Paul Jenny

Committee Appointments

Council members reviewed the standing committee list and made necessary updates and revisions. Chair Cataldo will continue to work on the list and provide a final version to faculty and the Dean.

Old Business

None

New Business

None

The meeting adjourned at 11:30a.m.

Senate Staff:
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