

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

MINUTES

Friday, November 13, 2015

PRESENT: Janine Cataldo (Chair), Audrey Lyndon (Vice Chair), Annette Carley, Rosalind De Lisser, Brooke Hollister, Oi Saeng Hong, Xiao Hu, Lynda Jacobsen, Marge Suda, David Vlahov, Zachary Zimmer

ABSENT: None

GUESTS: None

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:

- Search for Associate Dean of Research: The Dean's Council is working to create a search committee. A total of 10 members should be included on the group. The first review of candidates for the AD position should occur in February.
- New Calendar: Due to some recent scheduling conflicts, the school has decided to develop a new campus events calendar that should provide a resource where faculty, students and staff can find all events.
- Chancellors Council: The Chancellor recently held a meeting with faculty, student and staff leaders. During the meeting, the faculty representatives informed the Chancellor that faculty salaries and diversity are some of the most important issues facing our campus.
- Construction: Chair Cataldo informed the Council that ongoing construction noise and air pollution has been a major concern for faculty. During the working hours, faculty have noted that noise levels have been disruptive. Associate Dean Jacobsen informed the Council that there are plans to reduce noise and dust. To help alleviate problems, the hours of construction may be changed.

Dean's Report

Dean David Vlahov reported on the following items:

- School-wide Communication: The School leadership is working on the development of a newsletter. The hope is that this will improve communication and reduce emails for faculty.
- Full Faculty Meeting: Dean Vlahov plans to report on Faculty Practice Efforts and the UC School of Nursing White Paper at the Full Faculty meeting in the afternoon.

Associate Dean's Report

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

- Evaluate: The school is in the process of expanding the use of the Evaluate system. The first stage of the process is to slowly move the first and second year students onto the system. The second stage is designing the course evaluations function. To ensure that system administrators can implement the system properly, Associate Dean Jacobsen asked for the Council's help in identifying key system stakeholder who should be included on the evolution team. Council

member suggested that Associate Dean Jacobsen contact the Master Program Council as they are tasked with reviewing course evaluation data and outcomes. In addition, core faculty and clinical program directors should also be of assistance.

Student Report

Student representative Marge Suda reported on the following items:

- **Concerns with Reporting:** Students are concerned with the reporting process for students to follow when there are issues with a course instructor. The Council and Dean agree that the process is not clear and there should be an accessible resource online for students to review.

Climate Survey Subcommittee Update

In October, at the recommendation of the Associate Dean of Academic Affairs Shari Dworkin, the Faculty Council agreed to develop a SON climate survey. The goal was to use the 2012 systemwide Climate Survey as a template and add questions that would be more useful at obtaining the climate in the school. Chair Cataldo informed the Council that Teresa Scherzer has agreed to serve on the survey planning committee.

SON Faculty Development Fund Criteria

Academic Senate Analyst Artemio Cardenas informed the Council that the Academic Senate is currently receiving proposals from Committees and Faculty Councils for use of the 2015-2016 Chancellors Fund allocation. At the moment, it seems that the Senate will renew the SON Faculty Council's allocation for the Faculty Learning and Development program. With Dean's matching funds, the Faculty Council should have around \$46,000 to \$50,000 available for the program. A draft RFP was shared with the Faculty Council and members agreed upon the following criteria:

1. UCSF faculty appointment must be at 50% or greater
2. There is no limit to proposal amount. Group proposals are encouraged. Preference will be given to proposals that benefit as many faculty members as possible.
3. Faculty who received a full or partial Faculty Development Fund award last year are welcome to apply. However, preference will be given to faculty who have not already received funding from this resource.
4. Applicants must provide a detailed description of how the activity will benefit their career. Proposals should not surpass 1 single-spaced page. Supporting documentation does not count towards the page limit.
5. Applicants must prove that funding does not currently exist for the opportunity
6. Funds can be used for any learning or development activity that has occurred, or will occur during the 2015-2016 academic year (July 2015 – June 2016)

Council members also asked that award winner should come to a hot topic to report on how well the development activity worked.

Student Professionalism Policy Update

Item tabled to future meeting

Old Business

None

New Business

None

The meeting adjourned at 11:30a.m.

Senate Staff:
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