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

ANNUAL REPORT
2015-2016

Primary Focus Points for the Year:
- 2016 Faculty Development Fund
- Course Evaluation and Assessment Project
- DNP Degree Program Proposal
- Diversity Initiative
- Education Technology HUB
- IT Security Presentation
- Meeting with Dan Lowenstein
- New UC Retirement Tier
- Review of Schools Mission Vision and Values
- School of Nursing Climate Survey
- Student Discipline and Professionalism Policies
- Student Reports
- Young Women's Clinic
- UC SON White Paper

Issues for Next Year (2016-2017)
- Climate Survey
- Dean Search
- Implementation of the DNP
- Meeting with New Senior Vice Chancellor Paul Jenny
- SON Climate Survey Implementation and Data Analysis
- Strategic Planning Process
- Support DIVA
- Supporting Diversity Initiatives

2015-2016 Members

Janine Cataldo, Chair	**Ex-Officio Member**
Audrey Lyndon, Vice Chair	David Vlahov (Dean)
Annette Carley	
Rosalind De Lisser	**Permanent Guests/Representatives**
Brooke Hollister	Lynda Jacobsen (Associate Dean of Administration
Oi Saeng Hong	Finance)
Xiao Hu	Marge Suda (Student Representative)
Zachary Zimmer	

Number of Meetings: 13
Senate Analyst: Artemio Cardenas

The School of Nursing Faculty Council took up the following Systemwide issues this year:

New UC Retirement Tier
In November, the Council was informed that, in an agreement with the governor, the university had agreed to reform its pension plan to align with the state government's pension plan. Specifically, the governor had required that a new cap be placed on UCRP covered compensation at $117,000. To determine the best option for the university, the President formed a Retirement Options Task Force. In January, the Task Force released their final report for systemwide review. In February, the systemwide Academic Senate voted to reject the new retirement tier and ask that the President find an alternative solution. After considering all of the feedback received from the UC community, the President issued a revised 2016 Retirement Tier proposal on March 11. On March 24, the Regents approved the President's new retirement tier proposal. The tier went into effect on July 1, 2016.

UC Schools of Nursing White Paper
In 2014, the deans from the four Schools of Nursing drafted a white paper summarizing the most significant issues facing each school. With support from Chancellor Hawgood, Vice Provost Dan Lowenstein, and the UC Office of the President, the report was sent on to President Napolitano for review. In October of 2015, the UC School of Nursing Deans held a phone call with Health System Vice Chancellor Jack Stobo to discuss the future of the white paper. From the conversation, there was an agreement to narrow down recommendations to the following:
- o   The UC System should perform a targeted review of faculty salaries
- o   Relevant campuses should identify resources to improve faculty compensation
- o   Efforts should be made to promote opportunities for UC Nursing faculty to obtain faculty appointments within the UC Health System

In November, former UCSF SON Dean Kathy Dracup volunteered to lead the systemwide effort to develop a strategy and advocate for the schools. In the April of 2016, Dean Vlahov reported that the dean's met with President Napolitano to discuss strategies for how to address issues listed in white paper. This meeting was important, as it was the first time a UC President had specifically met with the nursing deans. The President asked the dean's to develop short-term and long-term recommendations.

The School of Nursing Faculty Council took up the following Divisional issues this year:

IT Security Presentation
In February, IT Security Director Pat Phelan attended the School of Nursing Full Faculty meeting to provide the committee with the following report:
- UC Systemwide Monitoring
  - o   Director Phelan acknowledged the concerns of faculty, staff and students with the Office of the President's network monitoring efforts. He assured the committee that the actions that the university was taking did not include review of individual email accounts of web browser history. Instead, the university was focusing on suspicious network traffic such as high-volume and or high frequency data transfers from foreign countries. He noted that while the Office of the President has suspended the monitoring program, UCSF has plans to do something similar. He assured the committee that in the future there will be plenty of communication between the IT office and the Academic Senate and that the monitoring will comply with university privacy rules.
- Background of UC IT Security Improvements
  - o   Due to potential security breach incidents, the UC system is taking new steps to increase security systemwide
  - o   Each UC campus has assigned responsibility to cyber-security contacts on each campus
  - o   The President requested that each campus design a 120-day accelerated action plan. This was developed to identify quick solutions
  - o   Advisory Board was developed which included internal and external experts

- o Framework has been established for assessing and documenting risks
- Strengthen and Modernizing our Security Environment
    - o UC accelerating plans in place
    - o Investigating new funding options for security applications
- UC Systemwide Privacy Concerns
    - o UC Academic Computing and Communications (UCACC) Response
    - o The UCACC will be closely consulted on all security efforts going forward
- UCSF to Contract External Vendor
    - o UCSF will be contracting with a network security platform
    - o This platform will provide real-time protection against many threats and most cyber attack strategies
- Immediate Efforts
    - o The UCSF Information Technology department is working on the follow efforts in the near-term
        - ▪ BigFix
        - ▪ Network Patching
        - ▪ Dual-factor authentication
        - ▪ Increasing password standards
- Upcoming Initiatives
    - o The Information Technology department will be working on password reset systems in preparation for increasing password security
    - o Once plans are complete a new password standard will be set and implemented. To ensure the new policy will not be too much of a burden, UCSF will offer premium keychain services such as LastPass.

School Business

The School of Nursing Faculty Council took up the following School issues this year:

2016 SON Faculty Development Fund Criteria
In November, Academic Senate Analyst Artemio Cardenas informed the Council that the Academic Senate was receiving proposals from committees and Faculty Councils for use of the 2015-2016 Chancellors Fund allocation. With a continuation of the 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)

In February, the RFP was sent out to all School of Nursing faculty. In March, the Council received a total of 13 applications for approximately $39,000 worth of requests. With $50,000 in available funding, Council members voted to extend the deadline to March 31. In April, the Council reviewed all applications and awarded the $50,000 available.

Course Evaluation and Assessment Project
In November, Associate Dean Lynda Jacobsen informed the Council that the school was in the process of expanding the use of the Evalue course evaluation system. The first stage of the process would be to

slowly move the first and second year students onto the system. The second stage would be 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

In April, Associate Dean of Administration and Finance Lynda Jacobsen provided the Council with an overview and update on the Course Evaluation Assessment Project (Attachment 1).
- Overview of Changes:
  - Systems
    - The school would seeks to find a way to automate the course evaluation process and enhance reporting
  - Process
    - The goal is to streamline the current evaluation process
  - Content
    - Revise the content to align with the objectives
  - Policy
    - Establish policy and procedure to govern the process and comply with university requirements
- Process and System Process Status
  - Evaluate and improve process (Jan-Mar 2016)
    - Understanding Current State process steps and roles of stakeholders (students, faculty, administrative support staff)
    - Considering best-practices on campus and other research studies
    - Recommending a more streamline and efficient Future State process
    - Recommending additional improvements in Quality and Efficiency
  - Document and prioritize system requirements (Mar 2016)
  - Evaluate E-Value and CoursEval (Apr 2016)
  - Make decision with Faculty Council (May 2016)
  - Begin implementation activities (June-Aug 2016)
  - Go-live (Sep 2016)
- Suggested System Improvements
  - Automate data entry of student information from Registrar's system into evaluation system
  - Add ability to manually enter and store data for non-standard students (e.g. post-masters, special studies)
  - Automate reminder messages to students each week of the evaluation period
  - Automate posting/linking of course description and objectives into evaluation
  - Add ability to automatically filter out courses with less than 3 students, if applicable
  - Make evaluation easy to access with connection to CLE
  - Add ability for faculty to initiate guest lecturer evaluation immediately after event – separate from end of quarter course evaluation
  - Automate standard reports (for program councils, etc)
  - Automate reporting of evaluation responses into Advance system (for merit/promo)
- Suggested Process Improvements
  - Faculty no longer needing to review class roster (twice)
  - Quarterly course evaluation opens weeks 9-13
  - Unique customized "reminder" email each week when evaluation is open
  - Each communication with student emphasizes the ways in which evaluations are utilized and/or ways previous responses have lead to improvements
  - Identify evaluation by type (e.g. specialty/program; core vs elective)
  - End of quarter course evaluation includes course and FOR eval; TA and guest lecturers separate process
- Suggested Content Improvements
  - Establish Domains

-
  -
    -
      - Satisfaction
      - Teaching Effectiveness
      - Student Learning
    - Proposed Evaluation Model – Kirkpatric Evaluation Model
    - Focus on evaluation of course and FOR/Co-FOR
    - Each evaluation include course title, description, and objectives
    - Six questions total with text fields at end
    - Four-point scale encourages learner to "take a stand"
- Suggested Policy Improvements
  - School philosophy on evaluation across levels (e.g faculty/course/program)
  - Policy for evaluations that align with goals and access to data
  - Comprehensive evaluation sources
  - Coordinate evaluation periods
  - System expertise at the departmental staff level
  - Education consultant position
- Benefits of the New System
  - Simpler Process
  - Automation
  - Accuracy
  - Compliance
  - Reporting
  - Campus Standards
  - Reduce number of SON systems (goal)
  - Coordinated course and clinical evaluation
  - Less time required from student
- Ideas Considered and Not Recommended – Yet
  - Goal is 70% response rate for each class. May revisit several ideas of existing changes do not reach goal.
  - Consequences for non-compliance (e.g. holding grades until evaluations completed) and/or Incentives for compliance (e.g. extra credit)
  - Rotating or random survey distribution -- only a percentage of students receive invitation to evaluate each quarter (tied to consequences and incentives)
  - Additional reduction in manual process (e.g. more frequent data transfer from SIS)
  - On-line training
  - Keep survey open for a longer and/or shorter period
- Consultation Plan and Schedule
  - Four stages:
    - Preview of topics (Mar 2016)
    - Presentation of recommended changes; collect feedback (April 2016)
    - "Trial Run" – send proposed course evaluation to faculty (early May 2016)
    - SON Full faculty meeting discussion (May 13, 2016)
  - Consultation audience
    - Administrators (Dean and Associate Deans, Dept chairs and staff)
    - Councils (DPC, MPC, MEPN, FC); MS HAIL
    - Department meetings
    - Specialty coordinators
    - Students (Focus group on 4/6/16)
    - All faculty survey

In May, Co-Faculty Champion of the Course Evaluation System Reform Committee Angel Chen provided the following report to the faculty (Attachment 2):
- Introduction and Background
  - Course Evaluation
    - The school has decided to implement a new course evaluation system – E'Value
    - Challenges
      - Accuracy

- Timeliness
- Compliance/Completion Rate
- Evaluation fatigue
  - Opportunities
    - Use an evidence based framework
    - Align with best practices
    - Improve compliance and accuracy
    - Use data for course/curriculum revision and faculty development
- Scope of Work
  - Identify and adopt framework for evaluation
  - Identify best practices, as it relates to evaluation of faculty and courses, as well as frequency and expectation
  - Develop evaluation templates
  - Develop workflow protocol
  - Implement by September 2016
- Overview of System Changes
  - Systems
    - New system requirements have be discussed with different vendors to determine which application would suit the School of Nursing the best.
  - Process
    - Process improvements focused on reducing faculty workload while improving student experience and response
  - Content
    - Align course evaluation content with evaluation frameworks and current best practices
  - Policy and Other Requirements
    - School philosophy on evaluation
    - Policy for evaluations that align with educational goals and access to data
    - Comprehensive evaluation sources
    - Coordination of evaluation periods
    - System expertise at the departmental staff level
    - Education consultant position
- Summary
  - Simpler Process
  - Automation
  - Accuracy
  - Compliance
  - Reporting
  - Campus Standards
  - Reduce number of SON systems
  - Coordinated course and clinical evaluation
  - Less time required from student
- Proposed new evaluation language
  - Your professor and the UCSF School of Nursing administration value your assessment of this course. Course evaluation data are used for course and curricular improvement, and for the process of faculty review and promotion. We specifically would like to hear from you about the following:
    - How satisfied you were with the course and the learning environment
    - How effective the faculty of record (FOR) was in teaching the course
    - How well this course advanced your knowledge, skills, and abilities
  - At the end of this evaluation, you will have the opportunity to provide comments that will be shared with your professor (s) and the school's administration.
- Proposed new course evaluation questions
  - Course and Learning Environment

- The course was well-organized, including course syllabus and assignments, the presentation of learning materials, CLE, etc
- I found the learning environment to be inclusive, where I felt welcomed and could full participate.
  - o Faculty of Record (FOR) Teaching Effectiveness
    - The FOR was a knowledgeable and effective instructor
    - The FOR fostered an engaging learning environment
  - o Learning
    - The course advanced my knowledge, skills, abilities regarding the content area.
    - The course advanced my understanding of the social context impacting the health of diverse populations.

DNP Update

In October, Member Annette Carley provided a report on the status of the Doctorate in Nursing Practice (DNP) degree proposal. She informed the Council that in 2012, leadership from the UCSF School of Nursing met with the other three UC Schools of Nursing to discuss the potential collaboration on a new DNP degree. The initial idea from the group would be to develop a shared cross-campus DNP program that would leverage instructional resources on four campuses. Since the idea of developing DNP degree proposal had been controversial in the prior years, the UCSF Faculty Council decided to hold a vote of faculty on whether or not to pursue the idea of forming a DNP taskforce that would develop a degree proposal for UCSF. The results of the vote indicated that a super-majority of faculty members supported the idea. A taskforce was formed and in May of 2013, the faculty was presented with an executive summary of a DNP degree proposal. Faculty discussed the proposal at the May Full Faculty meeting and another vote was held in June. The faculty approved the summary with a super-majority. The workgroup sought consultation with the Academic Senate's CCGA Chair and was informed that the Academic Senate would only accept one complete proposal from the combined campuses. Over the next year the four-campus workgroup continued development of a single unified proposal as directed by the Academic Senate's CCGA Chair. In April 2014 the School of Nursing submitted the unified proposal to the UCSF Graduate Council that gained approval. Unfortunately, due to conflicting opinions from several Senate committees, the DNP proposal was significantly delayed at the other campuses. After a year of debate, the UC Schools of Nursing decided to abandon the systemwide effort in June 2015, and pursue individual degree programs on their campus.

Over the summer of 2015, the School of Nursing revised the DNP proposal. Member Carley informed the Faculty Council that there have not been any changes to the programs curriculum or admission requirements. The only difference is that since UCSF will be offering the degree program alone, the costs of offering the degree have increased since we cannot rely on the other campuses for the sharing of instructional support. In November of 2015, Annette Carley informed the Council that the new UCSF model would include:
  - o Proposed optional teaching electives
  - o New teaching support model
  - o Full time curriculum designer
  - o Full time IT support
  - o Full time administrative support
  - o All program faculty will be compensated from DNP budget

In January, Annette Carley informed the Council that after receiving feedback from faculty at the November Full Faculty meeting, school leadership has determined that there needs to be more resources available. As a result, a decision was made to increase the tuition and request more start-up loan funding. With more financial resources, the overall program's faculty- to-student ratio will be able to be reduced to 1:14 and intensive mentoring courses will be reduced to no greater than 1:8. The reduction in the ratio should help to create a better experience for students and relieve the teaching burden on the faculty.

In March, the UCSF Graduate Council approved of the new UCSF DNP program proposal. In May, the UCSF Division of the Academic Senate approved the program. In June, member Carley informed the

Council that the proposal was submitted to the systemwide Coordinating Committee of Graduate Affairs for review. It is anticipated that the systemwide Academic Senate review will continue through fall 2016.

<u>Diversity Initiative</u>
In December 0f 2014, Recruitment and Retention Committee Co-Chairs Barbara Burgel and Howard Pinderhuges attended the Council meeting to discuss the committee's work to increase faculty diversity. Member Pinderhughes informed the Council that over the past 10 years, faculty diversity at the school had not changed. To determine why this was the case, the committee reviewed the hiring practices and determined that they were not useful or effective in developing a diverse hiring pool. To address this problem, the committee, along with support from the Dean's Office is working to develop short-term and long-term plans. Some of the potential solutions being considered include creating additional endowed chair and faculty scholar positions that focus on diversity. Finally, on the retention side, the committee is trying to bring light to the fact that minority faculty are being asked to serve on committees more than their peers in addition to an already full workload.

In May of 2015, Co-Chair Barbara Burgel updated the Council on the school's recent efforts to promote faculty diversity.
- Dean's Initiatives: The Dean has been working with the department chairs on the importance of considering diversity in the faculty search process. In the short-term, there will be changes to the website to showcase that diversity is important at UCSF and within SON. While the school does not currently have a communications director, faculty and staff are working hard to have changes to the site up by July 15.
- Guest Faculty Support Initiative: Faculty members have proposed, and the Dean supports, the idea of having underrepresented minority faculty come to UCSF and give guest lectures, or to teach. The Recruitment and Retention Committee feel that a guest faculty program could serve as a soft- recruitment strategy. With the Dean's financial support, the hope is to have 3 to 6 guest faculty members each year. Allocated funds will go to refreshments, a photographer, and meals.

In January of 2016, Recruitment and Retention Co-Chair Barbara Burgel returned to the Council to provide an update on the school's efforts to further diversity. They informed the Council that they had attended the Dean's Council 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.

In February, School of Nursing PhD Candidate Jennifer James attended the Full Faculty meeting to present on her work to further the Dean's Diversity Initiative. The following was reported:
- <u>Objective:</u> Candidate James informed the faculty that she was asked by members of the Recruitment and Retention committee to participate as a member of the Dean's Diversity Initiative. Her role in the project is to do research on best practices and develop a set of recommendations.
- <u>Data Collection:</u> Starting in November of 2015, Candidate James has interviewed faculty and administrators at UCSF, at other UC campuses and at other universities. Up until this point, interviews have provided the following themes:
  - Faculty members do not believe that that their school does enough to develop or nurture a pipeline from the students that they educate.
  - Faculty members want more resources so that there are best practices in encouraging underrepresented students to consider academia.

- o When underrepresented minorities become junior faculty, some feel that there is a lack of support and mentorship. Faculty members believe more resources should be committed to develop mentorship programs.
  - o UCSF faculty feel that cost of living is a significant issue in recruiting underrepresented minority candidates.
  - o UCSF faculty members feel that the school needs to be more active in national conferences.
  - o Nationally, many believe we need to address structural racism in faculty hiring and research funding decisions. Faculty members feel that research funding only goes to particular types of research. Many believe that there needs to be a conversation.
  - o Faculty members feel that the UCSF School of Nursing has a tremendous resource in their master's program students. Many believe that the school can do a better job at encouraging them to take an academic track. Some nursing schools noted that identifying students early really helps.
- Reporting: Candidate James informed the faculty that the results and recommendations will be provided to the recruitment and retention committee and the dean.

In June, Recruitment and Retention Co-Chair Barbara Burgel updated the Council on the Faculty Professional Development and Leadership Training in regards to Diversity:
- Academic Senate Faculty Development Fund Application: In the Spring of 2016, 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 thought 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 proceeded 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.

Education Technology HUB

In October, Council member Annette Carley and Curricular and Education HUB Coordinator March Hajre attended the Faculty Council meeting to promote the new educational resource available for School of Nursing faculty. Both informed the Council that the new resource is designed to be a one-stop shop for faculty when they have questions regarding educational technology or instructional design support. There is a generic email that faculty are directed to contact. Once contacted, Hub Coordinator Hajre will either handle the issue or triage the message to a staff members who can best to provide an answer. Council members were asked to promote the new resource.

In May, Education and Curricular Innovation HUB Coordinator March Hajre returned to the Council and provided the following update:
- New Website: A new website - http://nursing.ucsf.edu/about/HUB - has been created to provide faculty with an access point to the Hubs resources.
- Increasing Faculty Support: Coordinator Hajre noted that faculty members often need educational technology and instructional support right before a class begins. Unfortunately, the time before a quarter is generally when staff and faculty are out of the office due to vacation or holiday. To ensure support to faculty during these times, the hub staff are proactively working on making sure that faculty have support before academic calendar breaks.
- New Drop-in Lab: Along with the website and email services, the Hub now offers drop in hours for faculty who have questions or need support. These are held on Tuesdays and Thursdays.
- Brown Bags: The office is working on creating a schedule of instructional brown bag events.
- Common Syllabus: The school is looking into the development of a common syllabus that will outline all of the curriculum and educational technology resources available for students and faculty.

In June, the Council was informed that the school administration would be asking the campus for additional funding for the education and curricular innovation HUB.

Meeting with EVCP Dan Lowenstein
In February, Executive Vice Chancellor and Provost Dan Lowenstein attended a Council meeting to introduce himself to the Faculty Council and learn more about the top issues facing the School of Nursing. During the discussion, the group discussed the following issues:
- Housing: It is clear that the most significant issue for the UCSF community is the availability and cost of housing in San Francisco in the regional bay area. Over the past year, university leadership has been working hard on investigating options to remedy such a significant issue. New property purchases in the Mission Bay area and a partnership with UC Hastings should help to address the problem in the long-run. In the short-run, the university is still trying to find a solution.
- Health and Happy UCSF: The Chancellor and the EVCP are working together to support a new wellness initiative titled Healthy and Happy SF. The goal of the new program is to invest in the wellness program at UCSF to not only encompass traditional wellness activities, but will also include other issues such as housing and transportation. The idea is to consider all aspects of a person's physical and mental health at UCSF.
- Interprofessional Education: EVCP Lowenstein discussed with the Council the idea of expanding interprofessional education (IPE). He believes IPEs are essential, but he believes the schools need to work together to find better ways to make sure the IPE opportunities are more meaningful to the students.
- Nursing Student Access to UCSF Health Clinics: Student Representative Marge Suda and Council members informed EVCP Lowenstein that compared to other schools, the School of Nursing students have less opportunities to be involved in the UCSF Health system and to interact with UCSF faculty in the clinical setting. They explained that while preceptorships located off-campus are great, but the experience and quality of instruction at UCSF is at a much higher level. EVCP Lowenstein acknowledged this point and said he would do all he could to support a better educational experience.
- School of Nursing Involvement with UCSF Health: Council members reviewed the challenges the School of Nursing has had with faculty placements in the UCSF Health System. To address this problem, the School of Nursing leadership has done everything they could do to advocate. For

example, SON leadership has worked systemwide with the other Schools of Nursing to find a shared solution. At the campus level, there have been plenty of meetings to bring light to the problem and work to find a solution. Council members informed EVCP Lowenstein that they need more champions to help keep the momentum going. EVCP Lowenstein offered his support.

Review of School's Mission, Vision and Values
In March, Chair Cataldo informed the Faculty Council that Recruitment and Retention Committee Co-Chair Barbara Burgel asked the Council to review and potentially revise the school's Mission, Vision and Values statement to be more inclusive and to include diversity language. Council members reviewed the statement and voted to charge the Recruitment and Retention Committee with the task of making the requested changes. Once a suggested draft is ready, the Faculty Council can review for approval. Council members also requested that the graphic design of the statement posters be improved.

School of Nursing Climate Survey
In October, Associate Dean of Academic Affairs Shari Dworkin and Co-Chair of the Recruitment and Retention Committee Howard Pinderhughes attended the Faculty Council meeting to report on the status of the Campus Climate Action Plan. Associate Dean Dworkin informed the Council that in 2012, the UC Office of the President administered a systemwide survey to collect data on campus climate. This survey was sent out to all UC students, staff and faculty. In 2013, the survey results were sent out to all campuses for review. At UCSF, the Office of Diversity and Outreach was assigned to provide reports and develop a campus-wide Climate Action Plan. In thinking of how to develop a School of Nursing Climate Action Plan, Associate Dean Dworkin requested to view and analyze the raw data for the school. However, the Office of Diversity and Outreach informed her that the raw data was not accessible. To best develop an action plan for the School of Nursing, Associate Dean Dworkin recommended to the Council that the school develop and conduct its own climate survey. A new survey would provide current data and would be focused on questions that align better with the school's priorities and goals of increasing diversity and creating a more inclusive environment. Council members discussed and agreed that it would be a good idea to have a survey that was personalized to the School of Nursing. The systemwide survey mainly focused on how students, faculty and staff feel about the climate on campus and not the school. Associate Dean Dworkin suggested that the Council start with the questions that were asked in the systemwide survey and narrow down what is more school relevant. Council members Janine Cataldo, Rosalind De Lisser and Brooke Hollister volunteered to serve on the subcommittee that would review the survey.

In November, Chair Cataldo informed the Council that Teresa Scherzer has agreed to serve on the survey planning committee.

In January, a decision was made by the Faculty Council to grant the responsibility over the climate survey to another group. The reasoning is that the survey will not only include faculty, but also staff and students.

In June, SON Climate Survey Co-PI Teresa 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. All agreed that Teresa could be the sole PI on the project. Teresa accepted, and asked the Council if members 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.

Student Discipline and Professionalism Policies
In October, Member Rosalind DeLisser requested that the Council receive an update on the school's plans to revise the student professionalism and conduct policy. In January, Associate Dean Judy Martin-Holland reported on the Student Grievance and Dismissal Policies. Member 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 Report
Student representatives Marge Suda, Eli Fox and Matthew Sachs reported on the following items over the course of the year.
- Instructor Issues: In October, Student representative Marge Suda reported that over the summer, several students noted concerns with a particular MEPN course and faculty instructor. To address the issue, students contacted the instructor and several administrators for assistance. Council members noted that the MEPN Program Council should address the issue.
- Concerns with Reporting: In January, 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: In January, the Council was informed that several students have volunteered to be part of the student handbook review. Students have also gone through the handbook and identified areas of concern. In March, students were informed that no revisions to the handbook would be occurring until new Student Affairs staff could be hired.
- Moodle: In February, it was noted that students were 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 student education technology issues are best handled through the library resources (e.g. the help desk) but the new Education and Curricular Innovation HUB would be interested in this feedback as well to better support faculty. 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: In January, 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%. In March students were informed by the schools administration that there would be a 5% increase in the PDST in 2016-2017.
- Meeting with Dean Vlahov: In May, Student Representative Marge Suda reported that ASSN leadership recently met with the Dean to discuss issues most important to students. Issues discussed included student concerns with the upcoming revisions to the student handbook and tuition increases.

Young Women's Program

In February, Young Women's Clinic Program Director Pilar Bernal De Phelis informed the Faculty Council members that her program was in jeopardy of losing its clinical space. Last year, the program leadership was informed that the building the clinic resides in no longer meets state seismic standards. As a result, the Young Women's clinic must find a new location. The problem is that no spaces have been identified and the clinic is running out of time. Director Bernal De Phelis asked the Council if they would support her efforts to request a new space that meets the state's requirements. Council members voted to support. Student Representative Marge Suda added that the Young Women's clinic should be retained because it one of the few opportunities nursing students have to work in a clinical setting with UCSF faculty.

After further discussions with the School of Medicine, the clinic's lease was extended for another year, through June of 2017.

Going Forward

Ongoing issues under review or actions that the School of Nursing Faculty Council will continue into 2016-2017:
- Climate Survey
- Dean Search
- Implementation of the DNP
- Meeting with New Senior Vice Chancellor Paul Jenny
- SON Climate Survey Implementation and Data Analysis
- Strategic Planning Process
- Support DIVA
- Supporting Diversity Initiatives

Appendices

This Annual Report is posted on the School of Nursing Faculty Council Web page on the Academic Senate Web site. Appendices are embedded into this PDF document.

Appendix 1:   First Course Evaluation System Presentation

Appendix 2:   Full Faculty Course Evaluation and Assessment President

Senate Staff:
Artemio Cardenas, Senate Analyst
Artemio.Cardenas@ucsf.edu; 415/476-4245