

School of Pharmacy Faculty Council

Patrick Finley, PharmD, Chair

MINUTES

Wednesday, April 13, 2016

PRESENT: Patrick Finley, Janel Long-Boyle, B. Joseph Guglielmo, Don Kishi, Deanna Kroetz, Conan Macdougall, Michael Nordberg, Eleanor Vogt, Sharon Youmans, Todd Giedt

ABSENT: Tim Cutler, Michael Fischbach, Al Burlingame, Jason Gestwicki, Thomas Kearney, and Brian Shoichet, Esther Yi

GUESTS: none

Chair Finley called the School of Pharmacy Faculty Council to order at 1:09 p.m. A quorum was present.

Approval of the March 9, 2016 Minutes

The minutes of the March 9, 2016 meeting were approved.

Chair's Report

At the last Coordinating Committee meeting, the Nursing Doctor of Nursing Practice was approved; Vice Provost Brian Alldredge presented the results of the Faculty Exit Survey.

Dean's Report

Dean Guglielmo commented the Coordinating Committee's approval of the DNP program was a positive step.

Standing Committee Reports

1. Educational Policy Committee: Vice Dean Sharon Youmans submitted a draft bylaw revision to Council and led a discussion on the proposed revisions.

The proposed revision to the bylaw changes the name of this standing committee to the "Curriculum and Educational Policy Committee" (CEPC). Vice Dean Youmans clarified the three main recommendations: a) Accountability for the CEPC; b) more explicit language about dual governance; and c) a better description of the role of the CEPC. There will not be more than six members, and the chair will be appointed for two years. Members will appointed on a staggered basis, with appointment lasting two years with one allowable renewal. The members will be liaisons to the clinical departments. The Dean of Pharmacy shall be a permanent guest. The committee is charged with direct oversight.

Council members expressed concern the proposal did not include representation from each of the School's departments. Vice Dean Youmans explained that most departments will be involved in curricular planning, so this is really not an issue. A new Curricular Oversight Committee is being developed for the new curriculum; whose membership will be chosen based on expertise and will not necessarily be representative, unlike the CEPC. Faculty representation is more important for the CEPC. There must be a clear distinction between the administrator of the curriculum and the faculty role on the CEPC. This committee is an important governance component for the current curriculum, but stronger oversight is needed at the departmental level for the current curriculum. Members suggested departmental subcommittees that could report up to the CEPC as one way to strengthen oversight (although in the new curriculum the departmental structure will go away).

ACTION: Recommendation to amend bylaws to include integration of the departments into the new CEPC (e.g., department chairs and/or their designees).
M/S: Maccougall/Guglielmo

ACTION: Accept draft amendments with recommendations, and present 2nd draft at May Council meeting
The revised bylaws will go to full Pharmacy Faculty meeting in June for approval.
M/S Guglielmo/ Kroetz

2. Student Status Committee: Member Don Kishi reported 1 student's probationary status was removed. Discussions are being held regarding at-risk students
3. Assessment Committee: none
4. Admissions: report submitted by Chair Vogt
5. Campus Interface: following a brief discussion: **ACTION: A bylaw revision will be introduced to eliminate this standing committee.**

Senate Analyst Report

- A. Review of the nomination and election timeline & process (Bylaw Sect. 7.3.1): There are currently two vacancies in Clinical Pharmacy, one vacancy in Bioengineering and Therapeutic Sciences, one vacancy from Pharmaceutical Chemistry, and one at-large vacancy. No nominations have been received. A 30-day notice is required before a vote can be taken.
ACTION: Analyst Goodbody will contact department chairs for suggestions to sit on the Faculty Council.
- B. Stewardship Reviews (Bylaw Sect. 8.1.2): Per the School's bylaws, chairs of standing committees can serve for a term of one year, with allowable three renewals (maximum of four years). Other Schools do not have stewardship reviews of their chairs of the standing committees.
ACTION: Language will be strengthened to state that the "Chair's term can be renewed annually by mutual agreement."
- C. The June 2, 2016 Division Meeting will focus on UCSF IT planning and cyber security.

There being no further business, Chair Finley adjourned the School of Pharmacy Faculty Council at 2:35 p.m.

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