**School of Nursing Faculty Council**

**Matt Tierney, MS, NP, FAAN, Chair**

**ANNUAL REPORT**

**2022-2023**

**Primary Focus Points for the Year:**

* DNP Curricular Changes
* Shared Governance Structures
* SON Sabbatical Policies
* Teaching Learning Modalities Task Force Recommendations

**2022-2023 Members**

**Matt Tierney, Chair**

Meg Wallhagen, Vice Chair

Linda Park

Lynda Mackin

Caroline Noya

Stella Bialous

Tracy Lin

Linda Franck

**Ex-Officio Member**

Catherine Gilliss, Dean

**Student Representatives**

Enrique Esteinou, Student Representative Alternate

**Number of Meetings: 12** *(9 Faculty Council meetings and 3 Full Faculty meetings)*

**Senate Analyst:** Kirstin McRae

**Divisional Business**

**Senate Service Needs**

In March, Laura Wagner (SON rep to CoC) and Lundy Campbell (former CAP chair) spoke to NFC on the need for SON representatives to serve on various Senate Committees, particularly the Committee on Academic Personnel (CAP). CAP provides recommendations to the Chancellor regarding appointments, promotions, merit advancements, changes in series, appraisals, terminations, and appeals of personnel actions. CAP also reviews academic personnel policy issues from the Division and/or Systemwide Academic Senate. CAP service also typically involves a higher work load than other committees; in advance of meetings, CAP requires one to two hours of preparation for portfolio reviews, which occur at weekly meetings. With this increased work, CAP members also receive a small stipend for their service. Lundy noted that due to service strains, there has been a decision to split CAP into two groups next year which will help CAP to better process the increasing number of files it handles each year and lessen the demands on individual CAP members. Looking ahead to 2023-2024, the committees with the greatest need for SON representation are Committee on Academic Personnel (CAP) (full professors), Clinical Affairs Committee (CAC), Equal Opportunity Committee (EQOP), and Committee on Committees (CoC).

**School Business**

**SON Bylaw Changes**

In February, the Education Policy Coordinating Committee submitted a request to amend its bylaws to reflect changes to membership and committee function. After reviewing the proposed changes, NFC members responded with certain suggestions to improve clarity. In April, Mary Lynch presented an [updated proposal.](https://senateserviceportal.ucsf.edu/v3/meetings/4357/files/SONFC_2023-04-14_AT4_EPCCProposedBylawChanges.pptx) NFC reviewed the changes and considered whether they represented a ‘minor’ vs ‘major’ change to the SON bylaws (major changes require full faculty approval). Members determined that the proposed changes were not substantively different and therefore fell within NFC’s jurisdiction to approve without full faculty approval. The approved changes were subsequently shared with SON faculty at the spring Full Faculty Meeting. (Appendix 1)

**DNP Transition and Curricular Changes**

NFC dedicated a substantial amount of time this year to the issue of the DNP program transition. Beginning in October, Mary Lynch (Associate Dean of Education Programs) provided NFC with regular updates on plans for how SON could best move through each phase of the DNP transition process. Mary advised that she would be working to assemble a series of task groups that would each be responsible for a specific focus area (Appendix 2) Additionally, Mary and the SON would host a series of town halls throughout the upcoming year to keep SON Faculty informed and up to date. In November, Mary attended and addressed concerns related to pre-license study. On December 15, 2022, via SON Communications, Dean Gilliss announced plans for the final enrollment of MS students in Fall 2023 and the transition to the post-Baccalaureate pathway to DNP incorporating existing specialties with enrollment commencing in Summer 2024. Detailed overviews and descriptions of the programmatic changes were presented at SON Full Faculty Meetings in Fall 2022, Winter 2023, and Spring 2023. These and other updates were also uploaded to a [dedicated CLE page](https://courses.ucsf.edu/course/view.php?id=10237), which SON faculty could access and view. In May, the proposed integration of the DNP program and 9 specialty programs were presented at the Spring Full Faculty Meeting (Appendix 3).

In June, NFC recommended a vote of the full faculty to approve a proposed post-baccalaureate DNP program of study that will be integrated with current BRN-approved specialty curricula. A full faculty vote was held from June 21-30 in which a majority of respondents voted to approve the DNP program proposal.

**SON Sabbatical Leave & Pay Information**

In response to a request from Committee on Faculty Welfare (CFW), in October Chair Tierney initiated a review of sabbatical leave within SON to better understand how sabbatical leave functioned across depts, specifically if/how each department set its own sabbatical parameters. NFC members were asked to speak to their respective department leaders to gather relevant details. In December, Chair Tierney provided CFW with a summary of the information gathered (Appendix 4)

**Faculty Self-Governance Structures**

Chair Tierney proposed that NFC might work to better understand and define faculty governance structures (both within SON and UCSF more broadly). While Senate bylaws provide general guidelines, faculty report ongoing ambiguity and confusion around many of the processes. In January, Chair Tierney began to solicit ideas for how NFC might address the issue. One suggestion was to open NFC meetings up to all SON faculty to attend (via Zoom). Another suggestion was to dedicate a portion of full faculty meetings to educating faculty on the various bodies at work. In November, Chair Tierney and Sandra Weiss presented a comprehensive overview on shared governance within the UC Academic Senate system to all SON faculty (Appendix 5). In Spring, Chair Tierney contacted the Faculty Council Chairs from the other three UCSF schools to propose establishing quarterly meetings for Faculty Council Chairs to meet and consult with each other on issues including faculty engagement, senate service, etc. The first of these meetings was held in May 2023.

**Guest Presentations**

* In January, Shannon Smith-Bernardin (Chair, Recruitment & Retention Committee) provided a report on the committee’s recent activities. (Appendix 6)
* In March, Liz Gatewood and Lisa Guertin (Co-Chairs, Teaching Learning Modality Task Force) presented the findings, outcomes, and recommendations of the task force that were submitted to the BRN (Appendix 7)
* In March, Winston Chiong (Director, UCSF Bioethics) spoke to NFC to discuss some of his plans for interdisciplinary exchange and to address the relationship going forward between UCSF Bioethics and SON.

**2023 Faculty Development Grant Awards**

The NFC was granted $40,000 in Chancellor’s Funding for the SON Faculty Learning and Development Fund, as well as up to $40,000 in matching funds from the SON Dean’s Office, for a total of $80,000 for the 2023 cycle. NFC received a total of 16 applications requesting a combined total of $103,321. (8) applications were fully funded for a total of $27,401. The remaining (8) applications were denied, either for incomplete application or improper activity.

NFC approved a tentative plan to host another application cycle in fall (2023) to distribute the remaining funds.

**Faculty Teaching Awards**

Each year, the NFC recognizes outstanding faculty for excellence in teaching, innovation and mentoring. In 2023, the award committee selected the following awardees:

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| **Faculty**  | **Award** |
| Kara Birch | Overall Teaching Excellence Award |
| Abbey Roepke | Excellence in Creating a Supportive Learning Environment |
| Carrie Evans | Excellence in Clinical Mentoring |
| Abbey Alkon | Excellence in Research Mentoring |
| Elizabeth Gatewood  | Excellence in Educational or Curricular Innovation |

**Appendices**

This Annual Report is posted on the [School of Nursing Faculty Council Web page](https://senate.ucsf.edu/committee/20) on the [Academic Senate Web site](http://senate.ucsf.edu). Appendices are embedded into this PDF document.

Appendix 1

Appendix 2: DNP Task Force Roster

Appendix 3: DNP Presentation to Spring Full Faculty F

Appendix 4: SON Sabbatical Policies

Appendix 5: Senate Shared Governance Presentation F

Appendix 6: Recruitment & Retention Committee Annual Report

Appendix 7: Teaching Learning Modalities Task Force Recommendations

Appendix 8. DNP Council Annual Report