

## Communication from the School of Medicine Faculty Council

Lydia B. Zablotska, MD, PhD, Chair

December 20th, 2016

TO: Ruth Greenblatt, Chair of the UCSF Academic Senate

FROM: Lydia B. Zablotska, Chair of the School of Medicine Faculty Council

CC: Todd Giedt, Executive Director of the UCSF Academic Senate Office

RE: Review of Professional Degree Supplemental Tuition Policy Revisions

Dear Chair Greenblatt:

In response to your request, the School of Medicine Faculty Council has reviewed the proposed Professional Degree Supplemental Tuition (PDST) policy revisions and collected data on the PDST revenue and allocation within our school. Overall, the Faculty Council supports the policy revisions and reaffirms the idea of increasing the predictability of PDST levels in the future. Based on the financial reports provided by the School of Medicine (SOM) Medical Education Office, the PDST revenue supports essential educational activities such as financial aid, student services, educational support in the form of faculty and staff salaries, and the accreditation process. Council members believe that any proposals to cap or cut PDST without another source of state revenue would steadily erode our ability to provide the type of medical educational programs that consistently keep UCSF in the top of the best medical schools for both primary care and research. Council members believe that reducing PDST revenue will have a negative impact on students, faculty and staff at the UCSF SOM.

### Financial Summary

The SOM Dean's Office of Medical Education relies on PDST revenue to fund its operations. In Fiscal Year (FY) 2016, the total UCSF SOM student tuition and fees revenue was approximately \$27.3M and PDST made up \$13.2M or 49%, of which \$3.4M was allocated to the Student Financial Aid (SFA) Office as return-to-aid for students. While SOM Dean's Office retained \$9.8M of the PDST revenue, \$3.1M was allocated to Fresno Dean's Office for their operations. The remaining \$6.7M PDST was made available for the Office of Medical Education (OME) operating budget. Further details are included below.

### Student, Faculty and Accreditation Support

The Office of Medical Education has provided the following summary on types of services that the PDST revenue supports:

1. The AsSET unit (Admissions, Student Experience) staff are responsible for evaluating the 8000+ applications we receive to medical school, arranging interviews for 500+ candidates and then selecting the 160+ students that matriculate annually. AsSET also provides mental health and disability services (including 2 mental health clinicians and one disabilities specialist), manage student well-being & advising for 650 students; orchestrate major events (orientation, white coat ceremony, graduation) and manage all student organizations) The AsSET team carries responsibilities for ensuring compliance with the student safety, wellbeing and advising accreditation standards.
2. The ACE Team (Assessment, Curriculum and Evaluation) staff are responsible for course management for the Foundations 1 and Essential Core Curriculum, including room scheduling for 300+ students for classroom activities; student calendar and assignment schedules; reader/syllabus construction; orchestration of in room technology services; secure exam administration; grading and standard setting; maintenance of student assessment processes and data, remediation through special curricular programs for selected students; management of coaches and coaching; and

continuous improvement of all of the above. They manage programmatic use of the Kanbar Teaching and Learning Center, specifically the simulation center. The ACE team carries the responsibility for ensuring compliance with accreditation standards for curriculum, assessment and grading.

3. The CFE (Center for Faculty Educators) team supports employed and volunteer faculty educators in their curricular, scholarship and career development goals. This team supports the Academy of Medical Educators in soliciting, evaluating and awarding institutional innovations grants, selecting new Academy members, managing Academy Events, including the new member event and manages the AME matched endowed chair program. In addition, they support all faculty development activities including medical education grand rounds, faculty development workshops, the Teaching Scholars Program, the educational PhD program and the annual Educational Showcase. Finally, they provide administrative support for external grants, ongoing scholarly projects of UCSF Faculty and the Health Professions Education Pathway, and professional support for publications and presentations. They also run the Volunteer Clinical Faculty board and provide services for the VCF.
4. The TEE (Technology Enhanced Education) team provides specialized educational instructional and administrative technology support for medical education and for other UCSF Schools. SOM developers and support personnel design and manage administrative technology, including our curriculum management system (Ilios-designed by SOM and used by SOP and SON), EValue for evaluations, Student Performance Dashboards (the most accessed dashboards in the institution), iRocket (customer facing course management software, in collaboration with the Library), Bline (videocapture software used in the Kanbar Simulation Center). TEE professional staff also provide instructional design support to faculty who are converting course content to on line videos.
5. The Graduate Medical Education (GME) / Continuing Medical Education (CME) office staff are two staff units that manage the curricular, accreditation and resident support activities of over 1400 residents per year; maintain appropriate affiliation interfaces with SF Veterans Administration (VA) Hospital and Zuckerberg San Francisco General Hospital (ZSFGH); orchestrate the scheduling, advertising, enrollment and continuing medical education accreditation requirements for hundreds of CME courses annually and for mini medical school; provide administrative support for innovations projects related to GME and for faculty engaged in MOC (maintenance of certification). They are responsible for assisting 50+ ACGME accredited programs to maintain their accreditation status and also for managing institutional accreditation standards, including preparation for annual Clinical Learning Environment Review (CLER) visits.
6. OME (Office of Medical Education) staff supports human resource functions, budget and finance responsibilities, and other business operations for the Med Ed enterprise, manage the LCME accreditation process, support the Vice Dean and Associate Dean's administrative work and support institutional initiatives with educational components (i.e. Differences matters and Dean's Leadership Retreat, among other initiatives).
7. In addition, funds from the centralized OME budget are allocated to clinical departments for staff that manage core and required clerkship experiences and fourth year courses.

Overall, Council members support the PDST as a vital source of funding for medical education at the UCSF SOM. Without this stream of revenue, SOM would be unable to provide medical education at its current levels and will be forced to downsize existing programs (including enrollment). Members believe that our students deserve access to the very best education and we need a steady stream of funding to support excellent faculty and staff who both design and deliver courses and provide the ideal learning environments for California's future physician workforce.

Sincerely,

Lydia B. Zablotska, MD, PhD  
Chair of the School of Medicine Faculty Council