

Communication from the School of Nursing Faculty Council

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February 1, 2018

TO: School of Nursing Full Faculty

FROM: School of Nursing, Nursing Faculty Council

CC: Judy Martin-Holland, Associate Dean

RE: Education Policy Coordinating Council Bylaws

The School of Nursing's Nursing Faculty Council has approved the bylaws for a new School of Nursing Education Policy Coordinating Council. The Faculty Council now seeks approval of the full faculty per the bylaws of the San Francisco Division of the Academic Senate (Section 35). If approved, the new committee would be formally established on September 1, 2018.

Justification

The School of Nursing has several Program Councils and no coordinating council to develop and facilitate education policy across the Programs. To address this gap, the Nursing Faculty Council convened an ad hoc SON Education Policy Coordinating Council Fall, 2016. The committee met several times and drafted bylaws (below).

Some of education policies that the ad hoc Coordinating Council have addressed and can address in the future are:

1. E*Value: The E*Value Steering Committee requested that the Ed Policy Coordinating Council set policies to be implemented for SON courses across programs.
2. Course Evaluation Reviews: While Program Councils are responsible for reviewing core or foundational courses, faculty want consistency across the program reviews.
3. Continuing Education (CA BRN CEU): Since the SON seeks national accreditation as a provider of continuing nursing education, we need policies for the provider units, purpose and goals of the provider unit, alignment with our programmatic goals.

The Coordinating Council will be exempt from the general rules for the SON Standing Committees (bylaw 27 below) since it serves a different function than other committees. Its membership will be comprised of the chairs of the SON program councils and not require membership from each department or a student representative.

Bylaw Revisions

Education Policy Coordinating Council

Membership:

1. The Education Policy Coordinating Council shall consist of the following members, without regard to Academic Senate membership: Current Chair of each School of Nursing Program Council (MEPN, MS, DNP, PhD), and the Associate Dean of Academic Programs.
2. The Co-chairs of the Council will be the Associate Dean of Academic Programs and one member of the Council.

Exempt from Bylaw 27. The membership is exempt from the general rules for SON Standing Committee membership that state:

Standing Committees shall each consist of a faculty member, without regard to Academic Senate membership, from each of the four departments, at least one student representative from the program addressed by each Council, and the Associate Dean for Academic Programs, ex officio. [Am. 2/93]

Function:

Develop education policy for School of Nursing educational programs.

Note: According to the existing bylaws, the Program Councils are charged with the responsibility to coordinate on policy topics. If an ED Policy Coordinating Council is created, section 27 of the SON bylaws must also be revised:

The MS Program Council, the MEPN Program Council, DNP Program Council and the PhD Program Council shall, in concert with the Graduate Council, perform the following functions:

1. Review and approve courses for the Consent Calendar;
2. Determine the required core or foundational courses for each program (i.e., PhD, DNP, MS).
3. Review curricular issues and concerns across program, department, School, and institutional lines. [En. 5/14/04]
4. Plan, implement and evaluate the programs in Nursing leading to graduate degrees;
5. Consider implications of policies and program development on recruitment and retention of students in programs in Nursing leading to graduate degrees;
6. Develop guidelines for reviewing, and implementing, and/or discontinuing specialty areas; [En. 5/14/04]
7. Communicate and consult with the **SON Education Policy Coordinating Council** on matters affecting students across Programs or when addressing issues that affect multiple Program Councils; [En. 5/14/04]