AACP MINUTES
Board of Directors Meeting, July 7-8, 2011, San Antonio, TX

1. Roll Call
President Rodney A. Carter welcomed the Board and staff members present at the Grand Hyatt at 9:00 a.m. on July 7th. The following board members participated in the discussion: Jeffrey N. Baldwin (Immediate Past President), John A. Bosso (Council of Faculties), J. Chris Bradberry (Council of Deans), Brian L. Crabtree (President-elect), Sudip K. Das (Council of Sections), Shane Desselle (Council of Sections), R. Lee Evans (Council of Deans), Keith N. Herist (Treasurer), Patricia Kroboth (Council of Deans), Lucinda L. Maine (Executive Vice President), Patricia A. Marken (Council of Sections), Gary Matzke (Council of Faculties), John A. Pieper (Speaker of the House), and Virginia “Ginger” Scott (Council of Faculties).

AACP staff included: Jennifer L. Athay, Lynette Bradley-Baker, Daniel J. Cassidy, Melinda D. Colon, Robert “Buzz” Kerr, Will G. Lang, Vincent Lau, Allan L. Lee, Rebecca M. Morgan, Jennifer M. Patton, Cecilia M. Plaza and Sibu Ramamurthy. President Carter gave a special welcome to new staff members Vincent Lau, Vice President for Research and Graduate Education, Emily MacLeod, Meetings Assistant, and Sandy Stutman, Meetings and Governance Programs Assistant.

Guests included Board members-designate: J. Lyle Bootman (President-elect), Cynthia J. Boyle (Speaker-elect), Joseph T. DiPiro (Council of Deans), Denise A. Soltis (Council of Sections), and David P. Zagarrick (Council of Faculties). Robert Bachman, President of the American Foundation for Pharmaceutical Education, attended as a guest on July 8th. Representatives of the Accreditation Council for Pharmacy Education attended from noon until 2pm on July 8th, and included Heidi Anderson, ACPE President, Robert Beardsley, ACPE Vice President, ACPE Board members Barbara Burch and Stephanie Gardner. ACPE staff guests included Greg Boyer, Peter Vlasses and Jeff Wadelin.

2. Additions to the Agenda
President Carter called for additions to the agenda. COF Chair John Bosso asked for the opportunity to discuss survey requests from a variety of sources and this was docketed to the agenda for July 8th. President Carter reported that Lee Evans, Lyle Bootman and Ginger Scott will serve as members of a working group to guide the EVP 5-year evaluation process which will commence this fall and deliver a report by April 2012 consistent with requirements in the AACP Bylaws.

3. Conflict of Interest Declaration
President Carter read the conflict of interest statement and requested Board members to identify any real or perceived conflicts of interest with any items on the agenda. It was identified that President Carter and Executive Vice President Maine had a conflict in relation to the naming of the Institutional Transformational Service Award. They agreed to recuse themselves from the relevant discussion and action on that item.

4. Approval of July 2010 Board of Directors Minutes
On MOTION (Evans, Marken) the Board approved minutes of the March 2011 meeting.

Treasurer Keith Herist and COO Dan Cassidy delivered the Finance Committee Report and led the discussion about financial matters for fiscal years 2011 and 2012.

The Association’s financial position continues to grow with a 21% rise in assets from 2010 to 2011 on account of strong program results and the strength of the investment portfolio. Investments grew at a combined rate of over 10% through May 31.

The year-end forecast calls for revenues of $11,643,000 and expenses of $11,238,000 resulting in net revenue of $405,000, which is slightly ahead of the initial annual budget projection. Strong financial performance was the result of across the board increases in programs such as meetings, PharmCAS and PCAT as well as individual membership renewals. All revenue categories met or exceeded budget except in two areas: the Teva grant was deferred one year and the partial funding support for the New Pharmacy Faculty (NPF) research investigators program from AFPE is not expected to be received. Of note, participation in some programs is starting to level off from the high rates of growth experienced over the past few years.

6. Strategic Planning Initiatives
EVP Maine provided a brief review of the status of AACP planning efforts over the past year. Will Lang, Vice President of Policy and Advocacy, summarized the status of work providing for a criterion-based review of
existing AACP programs and services. The 2011-12 Strategic Planning Committee will review the list of over 100 current programs and provide guidance on which institutional and individual member programs merit review using these criteria.

Buzz Kerr, Vice President for Academic Affairs, presented the framework for evaluating emerging program opportunities and described how the model had been used to assess 18 potential programs. This led to the identification of six candidates from program development. As two (development programming for department chairs and the Academic Practice Partnership Initiative) were currently underway, he then described the four additional new program candidates. EVP Maine announced that Jennifer Patton had accepted a new position within AACP as Director of New Program Development to lead the business planning and program initiation for new projects. She will also devote considerable time to the continued evolution of the Assessment and Accreditation Management System (AAMS). The Strategic Planning Committee and Board will review the preliminary plans for four candidate programs in October and November, respectively.

By CONSENSUS, the Board agreed that those programs are: milestone examinations, a national tool for advanced practice pharmacy experience student evaluation, the Academic Research Fellows Academy and a program, curriculum and assessment consulting service.

Dan Cassidy, Chief Operating Officer, outlined plans for the member needs analysis which is currently underway with interviews, focus groups and surveys of key member groups as well as nonmembers. The work should be completed in early 2012 in time for the 2012 AACP Leadership Retreat.

7. New Pharmacy Faculty Research Award Program

Council of Sections Immediate Past Chair Sudip Das summarized the status of the revitalized program previously funded by the American Foundation for Pharmaceutical Education (AFPE) as the New Investigator Program. The number of submissions for the 2010-11 program exceeded all previous benchmarks with over 150 grant submissions. Sudip presented a request from the Council of Sections for additional funding for the next three cycles of awards totaling $33,000 per year to fund three additional awards. On MOTION (Das, Crabtree) the Board approved that annual funding for the NPF-RA be $198,000 for 18 stipends and $18,000 for associated travel support.

Future enhancements will examine best practices for the review process to insure consistency between and among reviewers. Board members asked about evidence related to how past recipients of program funds have progressed as scholars and requested both a short- and long-term evaluation strategy for the program.


Approval of FY 2012 Budget

Dan Cassidy reviewed the proposed 2012 budget and the new emerging opportunities derived from the strategic planning initiatives for: Academic Research Fellows Program, Milestone Exams, Standardized APPE Evaluation (e.g. Clinic-Eval), and Program, Curriculum, and Assessment Consulting Service. Funding to commence evaluation of the feasibility of these new opportunities has been included in the budget. Dan also reviewed elements of the new agreement with Liaison International for management of the PharmCAS program. Under the terms of this seven year, partial revenue-share agreement, Liaison will receive 67% of designation fees except for those pertaining to the background check and fee waiver programs and with WebAdmit fees billed on a fixed rate based on the number of designations. It is expected net revenue accruing to AACP from the PharmCAS program will be consistent with application cycles prior to the most recent increase in designation fees.

In summary, proposed revenues total $12,099,000 and expenses $12,063,000 resulting in a near breakeven budget and the initial budget proposal was amended to include three additional NPF research grants. On Motion, (Herist, Bradberry) the Board approved the 2012 budget as amended.

9. Requests for Institutional Memberships

On MOTION (Pieper/Evans) the Board approved a resolution for institutional membership for the University of South Florida.

10. Report of the 2010-11 Bylaws and Policy Development Committee

Speaker Pieper reviewed additions to the preliminary report of the Bylaws and Policy Development Committee (BPDC) which included the new membership resolution and a recommendation to archive one existing policy on fellowship training. The Board discussed the most appropriate manner for completing work on two tabled resolutions from 2010 related to institutional and individual member dues. Chris Bradberry, COD Chair and administrative delegate from Creighton University, accepted responsibility as the Board’s spokesperson to make motions to table both resolutions to the 2012 meeting of the House of Delegates.

On MOTION (Evans, Baldwin) the Board adopted the resolution supporting the Partnership for Patients as
follows: **Be it resolved that AACP supports the Partnership for Patients and encourages all members to sign the Partnership pledge and participate in the work of the partnership at the local, state and national levels.**

The Board reviewed a request for a Bylaws revision to change institutional membership criteria such that an institution would be eligible for Regular Institutional Membership after receiving full accreditation. They determined that the rationale for making such a change was insufficient to forward the recommendation to the BPDC.

11. Awards Review Subcommittee Update

Patricia Marken, subcommittee chair, presented a summary of recommendations related to AACP’s awards portfolio and the Board affirmed that no changes should be made to the criteria for the top AACP awards. The recommendations related to introducing an award for excellence in practice education and for changing the current levels of financial support for major awards require additional study. The resurrection of the awards for experiential education (Crystal APPLE Awards) also warrants further study.

On MOTION (Marken, Desselle) the Board approved the naming of the transformational service award the Lawrence C. Weaver Transformative Community Service Award with Carter and Maine abstaining.

12. Academic Section Creation and Dissolution Guidelines

Melinda Colón presented draft guidelines for creation and dissolution of AACP sections for discussion by the Board. The Council of Section leaders agreed to take the issues raised in the discussion under consideration and to bring a final document for approval to the Board in November 2011.

13. Review of Recommendations from 2010-11 Standing and Special Committees

Composite recommendations and suggestions from the current standing and special committees were presented to the Board with an opportunity to ask for additional information and clarification on any of the recommendations/suggestions. These will be presented to the members during the special session on the reports of the standing committees (Monday, July 11) and will then be forwarded to the 2011-12 Board Strategic Planning Committee for prioritization as part of the evolving strategic and operational planning process. The Board asked for guidance on ways AACP can make its planning and new product development activities more transparent and assure adequate member input as new priorities are identified.

14. ACPE Appointment

President Carter reminded the Board that the next AACP appointment to the ACPE Board of Directors will be made in November 2011. A subcommittee of the Board will review candidate applications submitted by the September 1st deadline and present three unranked candidates for a vote by written ballot at the November meeting. All Board members were encouraged to stimulate interest in the position with members during the annual meeting.

15. Journal Update

Joe DiPiro, in his role as editor of the *American Journal of Pharmaceutical Education*, provided a report on Volume 74 of the Journal. Ten issues and a supplement were published in 2010 with the highest number of papers submitted and published. The new web site for the publication was previewed with anticipated launch of the site with its enhanced new features later this summer. A video commemorating the 75th anniversary of the *Journal* was debuted for the Board.

16. Local (college/school) Student Chapters of AACP

Shane Desselle, Chair-elect of the Council of Sections, presented rationale for developing a local presence for AACP within colleges and schools of pharmacy for PharmD, graduate students, residents and fellows for discussion. He noted that many other national organizations maintained such a presence but none did so specifically to promote academia as a career path. Board members offered both pros and cons regarding the idea as well as alternative means to accomplish the goals that a formal program of chapters might aim to achieve.

17. Priorities and Status of AACP’s Policy Agenda and Advocacy Activities

EVP Maine and Will Lang began the discussion of AACP’s policy and advocacy work by framing the expansion and priority changes that have occurred over the past ten years. The scope of appropriation bills, regulations and issues that now require AACP advocacy has grown exponentially. This is especially true given the increasing attention to professional practice issues such as health care reform, medication therapy management services, and other role expansion opportunities in recent legislative and regulatory initiatives.

AACP has slowly expanded its advocacy staffing to keep pace with the growing agenda, most recently by adding an explicit advocacy role for AACP’s new chief science officer. This will provide additional resources for advocacy related to federal funding for research and graduate education.
The Board acknowledged a lack of clarity to define priorities and refine strategy. They suggested that AACP study models for advocacy of other related organizations in health professions education, that we critically examine and evaluate current alliances and coalitions to determine their impact and value, and that we examine Critical Issue #4 in the strategic plan to insure it provides the appropriate direction to guide on-going policy and advocacy decision making.

18. Meeting with American Foundation for Pharmaceutical Education

AFPE President Robert Bachman provided a report to the AACP Board on the status of programs funded by the Foundation in 2011. This includes 65 Pharmaceutical Science Education Awards as pre-doctoral fellowships and one faculty development fellowship in geriatric pharmacy. His report provided a breakdown of the major fields of study supported by the fellowships for the current year as well as for the 1995-2011 years. He also reported on the focus of the research of the pre-doctoral fellows funded in 2011. President Bachman provided a verbal report on efforts to reverse the sharp downward trend in patron support for AFPE.

President Bachman provided an update on the dialogue with the American Association of Pharmaceutical Scientists regarding a synergy partnership which was initiated by AFPE Board action in February 2010. He anticipates making a report with recommendations to the AFPE Board for consideration at the 2012 Board meeting.

Sudip Das informed Bachman that the AACP Board is maintaining its commitment to the program formerly known as the New Investigator Program which was supported by AFPE and the Burroughs Wellcome Foundation (BWF) for many years. Sudip asked if the Foundation would consider making available funds from the restricted endowment created by the BWF to support a portion of this revived program. President Bachman stated that AACP should make a formal request for consideration by the AFPE Board of Directors.

19. Meeting with the Accreditation Council for Pharmacy Education (ACPE)

Leaders from ACPE engaged the AACP Board and staff in discussions related to several important issues, including: an update on accreditation activities from the June 2011 meeting, plans for a September 2012 Summit that likely will kick off the next significant standards review and revision, the noteworthy practices identification and sharing strategy, and global initiatives in pharmacy education and quality assurance. They also shared details of the continuing education monitoring project which they have embarked upon jointly with the National Association of Boards of Pharmacy. All celebrated the successful launch of the Assessment and Accreditation Management System. ACPE leaders announced the decision to extend the period of full accreditation from six to eight years beginning with the schools evaluated in Fall 2011 that are going before the ACPE Board at their January 2012 board meeting. The cycle for accreditation for programs not yet achieving full accreditation after comprehensive review will remain unchanged.

ACPE staff shared the following as areas where many schools were challenged to fully meet current accreditation standards: quality and qualifications of faculty, mentoring, leadership development, program assessment, experiential education, and adequacy of resources, in general. They noted that far fewer programs were out of compliance in the area of experiential education, however.

20. Science Outreach

The Board received the report on 2010-11 outreach activities to colleges and schools of pharmacy. These largely focused on institutions’ research and graduate education programs. This outreach strategy will continue as part of the work of Vincent Lau as AACP’s newly appointed chief science officer.

21. Strategic Initiatives Update

Progress over the past year on the following key initiatives were reported to the Board: AAMS/PEAAS, Global Pharmacy Education, Faculty Recruitment and Retention, Experiential Education and Primary Care/Interprofessional Education.

22. PharmCAS Update – Cycle 8

Jen Athay, Director of Student Affairs, presented a report on the 8th cycle of the centralized application service. Ninety-six institutional members participated in the service in 2010-11. PharmCAS processed a total of 85,253 applications from 17,449 applicants in the cycle.

23. Reports of the Council Chairs

Annual reports from the Council of Deans, Council of Faculties, and Council of Sections were presented to the Board.

24. Charges and Appointments to the 2011-12 Committees

President-elect Crabtree presented final charges for the standing committees and the 2011-12 appointees. The overarching themes for his presidency are achieving and
rewarding excellence in all elements of the academic mission and increasing relevance for faculty in the programs and services offered by AACP.

25. Additional Agenda Item – Survey Burden

John Bosso, Council of Faculties Chair, characterized the current burden of survey requests received by Department Chairs and others. Surveys are used by students, residents, faculty, and by various governance units and groups within AACP and the academy. He noted receipt of a survey almost daily and frequently the inquiry relates to a very narrow curricular topic. He cited a worst case scenario of a poorly designed survey that was sent to university presidents. The Board felt that AACP could do more in communicating concerns that better mentoring of the research process and work of inexperienced researchers was needed. Identifying alternative methods for this type of work and clarifying existing sources of data were also suggested.

Following a time for the exchange of information and reflection by Board members and staff, the meeting was adjourned on July 8th at 4:15 pm.