

AACP MINUTES

Council of Faculties Business Meeting, July 15, 2013, Chicago, Illinois

Call to Order

Chair David Zgarrick (Northeastern) called the meeting to order at 1:30pm in the East Tower, Grand Ballroom A-C North of the Hyatt Regency Chicago Hotel in Chicago, Illinois on Monday, July 15, 2013. Immediately following the Call to Order, Chair Zgarrick introduced the COF Administrative Board: Ginger Scott (Immediate Past Chair; West Virginia), Jennifer Trujillo (Secretary; University of Colorado), Robin Zavod (Chair-elect; Midwestern-Chicago), and Cecilia Plaza (AACP representative).

Preliminary Quorum Committee Report

Quorum committee members, Betsy Blake (South Carolina), Jeff Cain (Kentucky), and Amy Franks (Arkansas), reported that 42 institutional members were needed for a quorum and roughly 30 regular institutional members of the Association were present, not constituting a quorum.

Report of the Chair

Chair Zgarrick welcomed members and recognized and thanked those who served on committees and task forces on behalf of the COF. He thanked everyone who contributed to the work done by the COF this year, particularly the chairs of the committees and task forces. He thanked the COF administrative board members and Cecilia Plaza in particular. He highlighted the following changes that have been made this year. First, for the AACP Interim Meetings, starting in 2014, the COF Business Meeting will become the COF Forum. We will not conduct official COF business at those meetings. Next, the Teachers Seminar held every year at the AACP Annual Meeting will now be administered by the COF, starting in 2014. Next, the descriptions of the COF officer responsibilities are posted on the COF website. Lastly, there is a new AFPE Executive Director, Ellen Woods.

Report of the Secretary

Jennifer Trujillo reported that the minutes of the 2013 COF Interim Business Meeting held on February 12, 2013 in Rio Grande, Puerto Rico and the 2012 COF Annual Business Meeting held on July 16, 2012 in Kissimmee, Florida are both available via download from the COF webpage under governance on the AACP website. She also reported that the committee reports for this meeting as well as the Report of the Chief Science Officer Vincent Lau are all available on the COF webpage. After

the quorum committee confirmed that a quorum had been met, the minutes were received and approved.

Report on Board of Directors' Activities from COF Immediate Past Chair

Ginger Scott presented highlights of the Board of Directors (BOD) meeting. Issues discussed included:

1. The Board approved the University of North Texas into associate level of institutional membership. The House accepted the Board's membership resolution Sunday morning.
2. The Board affirmed support of a "Leave a Legacy" campaign proposed by the Development Officers SIG to encourage planned giving at the college and school level. The SIG has established a working group to further develop the campaign and schools will receive materials from AACP later this year.
3. The IOM Fellowship funding campaign continues. We are most appreciative of the 45-50 schools that voluntarily added a contribution to the fellowship fund to their 2013 institutional dues payment. Forms to donate are available at the Registration desk.
4. The CAPE 2013 Educational Outcomes were released today at a standing room only session as well as on the AACP website. Kudos to the entire CAPE Panel and especially Chair Dr. Melissa Medina for this significant contribution to pharmacy education.
5. ACPE provided an update from their June Board meeting. There are 130 colleges and schools of pharmacy with some level of accreditation: 114 with full status, 15 candidate schools, and 1 pre-candidate school. Updates were provided on the release of the new CAPE 2013 Educational Outcomes and the timeline for the ACPE Standards revision. AACP will be conducting a survey of schools later this year to provide thoughtful input to ACPE on areas to consider for improving the administration of all aspects of program accreditation, including recommendations for AAMS, self-studies and site visits.
6. The Board met AFPE President Ellen Woods for the first time on Friday and she is at the annual meeting this week.

7. A new partnership agreement was signed with Kaplan related to their PCAT-prep program. Jen Adams is providing report to COD so cannot provide more details at the COF meeting today.
8. The FY13 budget closed better than anticipated. This was an unusual budget year with the board approving deficit spending in order to advance several key areas of activity. Partnership development, like the Kaplan agreement, would be one example. The strong performance of the 2012 AACP Annual Meeting and PharmCAS, along with some careful cost reductions contributed to the yearend outcome. The Board approved a balanced FY14 budget which does anticipate approval of the individual dues increase on Wednesday morning. Should the resolution not pass, the Board will assess the fiscal impact in November and make any necessary adjustments.

Committee Updates

1. Final Quorum Committee: Jeff Cain reported that 160 registered individuals representing 74 schools had signed in, representing 57% of member institutions and constituting a quorum.
2. Faculty Affairs Committee: Andrea Franks (Tennessee) thanked Dr. Zgarrick and introduced and recognized members of the committee. She also thanked Dr. Zavod and Cecilia Plaza for their contributions. She reported that the charges of the committee were to: (1) identify various types of transitions that faculty make over the course of their careers; (2) identify resources currently available to help faculty make informed decisions at career transition points, and (3) recommend steps that could be taken to help faculty manage career transition points. The group met six times over the year. Dr. Franks presented the group's responses to the charges. The bulk of their work was in response to the third charge. They recommended (1) a comprehensive career development program across professional organizations, and (2) that colleges/schools of pharmacy provide concentrated time for study. They also recommended that AACP consider the following regarding regular annual meeting sessions and/or seminar topics: (1) AACP webinars (both live and posted for access later); (2) create a searchable database of past programming; (3) either partner with APhA to expand the APhA Pathway Evaluation Program to work for pharmacists in

all settings, including academia, or create a similar program; (4) support the COS Faculty Primer Task Force (Robin Zavod) that is developing a tool kit that targets non-pharmacist faculty and recognize it may be valuable to any faculty member; (5) develop a New Directions Grant program for mid-career faculty transitions, (6) establish an online repository of resources and references related to faculty transitions; categorized by a specific type of transition; (7) create a comprehensive professional development plan for pharmacy educators, including a map that links available resources and identifies needs for resources that need to be developed; (8) serve as a clearing house to match up training opportunities and faculty needs for "mini-sabbaticals"; and (9) establish a searchable network of transitions mentors (volunteers who experienced transitions themselves). Report was accepted.

3. Resolutions and Standing Rules Committee: Jan Hastings (Arkansas) recognized members of the committee. She reported that the committee is bringing 2 resolutions forward.

- Resolution 1: *The COF encourages all retired or emeritus faculty members to self-identify their availability and credentials in an area of expertise by adding the words "PharmHands" to the AACP CV database.*

Dr. Trujillo reviewed the voting eligibility from the Standing Rules of Procedures. Brian Hendrickson (Creighton) asked why it was not considered to add adjunct faculty to the resolution. Dr. Hastings responded that this was an initiative from the retired/emeritus faculty initially. There was no other discussion. The resolution passed.

- Resolution 2: *The Council of Faculties encourages ACPE, via their site team visits, to increase the emphasis on Standard 25 related to the qualifications of faculty to ensure faculty qualifications align (or are well suited) with their academic job responsibilities in teaching, scholarship and research.*

Dr. Hastings provided some background information from last year's business meeting. Brian Crabtree (Wayne State), questioned if we had evidence that this is not already being done. He stated that if there is no evidence that ACPE site visit teams are not reliably applying the standards,

he is hesitant to support the resolution. Jean Carter (Montana) made a friendly amendment to change “research” to “service.” That amendment was approved. Dr. Hastings responded that the committee did not identify any evidence that site teams are not applying the standards appropriately. Justin Tolman (Creighton) indicated that this resolution stemmed from some faculty concerns not just in regards to ACPE site visits, but from job advertisements for faculty positions, particularly on the AACP online career center. He stated that some posted job applications have a wide variety of criteria for candidates and some may not be equivalent to meeting the job description. Cecilia Plaza clarified that AACP does not do editorial changes to job ads from schools. They do not reject job ads from any member institutions based on content. There was no more discussion. The resolution did not pass.

4. Nominations Committee: Ginger Scott (West Virginia) recognized members of the committee. She reported that the charges of the committee were to (1) seek nominations from COF members for the position of Chair-elect and (2) select two individuals to be slated for COF Chair-elect in the 2013 AACP COF Elections (term starts July 2014). The candidates for the Chair-elect position are Magaly Rodriguez de Bittner (Maryland) and Todd Sorenson (Minnesota).
5. Joint COF/COD Task Force on Succeeding in an Era of Declining Federal Support: Betsy Sleath (North Carolina) recognized members of the task force. She reported that the charges for the task force were to: (1) from publicly available information, assess and summarize the likely changes in federal support for health-related research and scholarship over the next 3 to 5 years; (2) suggest federal and non-federal funding sources and opportunities for colleges/schools of pharmacy that are likely to increase over the next 3 to 5 years, and (3) suggest changes within colleges of pharmacy that may be needed in the next few years to better cope with changes in federal funding and recommend strategies for remaining competitive and increasing the competitiveness of AACP member institutions and their faculty members. Dr. Sleath summarized available funding sources, recommended strategies of colleges/schools of pharmacy, and additional recommendations for AACP. The 16 page report is available on the AACP webpage. The report was accepted.
6. Joint COF/COD/COS Task Force on Faculty Mentoring: Anandi Law (Western) recognized members of the task force. She reported that the charges of the task force were to: (1) determine the needs and responsibilities for mentors and mentees at all faculty levels; (2) determine what mentoring pieces are in existence, need improvement, or to be created; and (3) determine how effective mentoring is defined and could be measured. Their intent was to develop a checklist for faculty mentoring specific to Pharmacy programs; a resource to Pharmacy programs that are considering or interested in implementing a faculty mentorship program or modifying an existing program. The checklist included the ability for colleges/schools to customize the checklist in the following five areas: (1) intent, (2) structure, (3) process, (4) assessment and evaluation, and (5) resources. The report was accepted.
7. Joint COF/COD/COS Task Force on Accountable Care Organizations and Medical Homes: Tim Ives (North Carolina) recognized members of the task force. He also thanked Will Lang for his contributions. He reported that the charges of the task force were to: (1) provide a rationale for colleges/schools of pharmacy to engage in accountable care organizations (ACO) and patient centered medical homes (PCMH), including a list of recommended articles and sites that could help members become informed about such organizations, corresponding professional association, regulatory bodies and government agencies; (2) through formal or informal data collection methods, describe model partnerships of colleges of pharmacy with ACOs and PCMHs; and (3) disseminate information gathered above in a form of a white paper as a call to arms for colleges of pharmacy. Dr. Ives summarized why pharmacy colleges/schools should get involved in this area. He provided some examples of tool kit components and next steps for AACP. A publication in AJPE will be coming out in the future. The report was accepted.

Remarks of the Chair-Elect

Chair-elect Robin Zavod (Midwestern-Chicago) introduced herself. She reported her COF initiatives which follow the theme of “Unearthing our Treasures.” She reviewed the COF Standing Committees and the task forces she has comprised for the year. The Faculty Affairs

Committee this year will establish criteria for the designation of “scholarly teacher.” AACP 2013-2014 President Peggy Piascik (Kentucky) charged COF with this task. This committee will be broken down into three subgroups and co-chaired by Andrew Traynor (Credentials), Kristin Janke (Evaluation), and Mary Stamatakis (Logistics). The Rules and Resolutions Committee is charged to update the COF Standing Rules of Procedure to reflect changes approved during the 2013 HOD as well as those proposed by current COF leadership and review recommend a change to the COF secretary term. This committee will be chaired by Adnan Dakkuri (Ferris State University). The Quorum Committee tracks the total number of faculty and total number of institutions represented at the business meeting and will be chaired by Lori Duke (Georgia). The Nominations Committee is charged to slate candidates for the Chair-elect position and the secretary position (elected in November 2014; 2 year term starts July 2015) and will be chaired by David Zgarrick (Northeastern). The “Enhance Development of Successful Consortia and Collaborations” Task Force will focus on identifying, developing, and promoting collaborations within AACP and the COF. The task force will be divided into two groups and will be chaired by Margarita DiVall (Northeastern) and Jennifer Danielson (Washington). The “Facilitate Recognition of the Academy’s “Rising Stars” Engaged in Scholarly Teaching” Task Force will explore current practices and opportunities to recognize and award junior faculty that are showing success in scholarly teaching and will be chaired by Stuart Haines (Maryland). The “Enhanced Student Awareness and Recognition of Scholarly Teaching” Task Force will be charged with developing a resource for colleges/schools that may help their selection of Teacher of the Year and will be chaired by Mary Kiersma (Manchester). Dr. Zavod is also looking for input from the COF regarding the Teachers Seminar.

Old Business

A legislative update was given by Will G. Lang. The Advocacy Committee developed more tools and resources for your advocacy efforts in four main topics areas, (1) education quality, (2) interprofessional education, (3) medication adherence, and (4) payment policy. There are currently work groups for each issue area. New

AACP President Peggy Piascik has added three issue areas for this year (1) community engagement, (2) scholarship and engagement, and (3) wellness and health promotion. Work groups will be established for these as well. COF members that are content experts in any of those three areas and want to work on a work group were encouraged to leave a business card at the meeting or contact Will Lang electronically.

New Business

There will be an AACP appointment to the ACPE Board this year. The appointment is for a six year term and is for a member who has primarily a faculty background. COF members who have any interest or questions should contact Dave Zgarrick or Cecilia Plaza. Nominations are being received until September 3, 2013. The position requirements are posted on the AACP website under the Board of Directors section.

Installation of 2013-14 Officers

Ginger Scott (West Virginia) installed the new officers of the COF which included David Zgarrick (Immediate Past Chair, Northeastern), Robin Zavod (Chair, Midwestern - Chicago), Jennifer Trujillo (Secretary, Colorado), and Steven Scott (Chair-elect, Purdue).

Dr. Zavod announced that the candidates for AACP 2014-15 President are David Zgarrick (Northeastern) and Cynthia Boyle (Maryland Eastern Shore).

Open Mic

Chair Zavod opened the floor to comments and asked how the COF can better serve its membership.

Terri Sullivan (Washington) asked that the COF consider a possible future task force charged with putting together a test bank of validated test questions.

Jean Carter (Montana) suggested that Dr. Zavod create a committee that would be charged with the development of Teachers Seminar.

Adjournment

The meeting was adjourned at 3:00 pm.

Respectfully submitted,

Jennifer Trujillo, COF Secretary