

AACP MINUTES

Board of Directors Meeting, November 6-7, 2012, Alexandria, VA

1. Roll Call

President J. Lyle Bootman welcomed the Board and staff members present at the Hotel Monaco at 8:30 a.m. on November 2nd. The following board members participated in the discussion: Peggy Piascik (President-elect), Cynthia J. Boyle (Speaker of the House), Brian L. Crabtree (Immediate Past President), Lynn Crismon (Council of Deans), Shane Desselle (Council of Sections), Joseph T. DiPiro (Council of Deans), R. Lee Evans (Council of Deans), Keith N. Herist (Treasurer), Tim Ives (Council of Sections), Lucinda L. Maine (Executive Vice President), Virginia "Ginger" Scott (Council of Faculties), Denise A. Soltis (Council of Sections), Robin Zavod (Council of Faculties) and David P. Zgarrick (Council of Faculties).

AACP staff included: Jennifer L. Adams, Lynette R. Bradley-Baker, Daniel J. Cassidy, Melinda D. Colón, Julie Goodyear (November 6), Barbra A. Gustis, Robert "Buzz" Kerr, Will G. Lang, Vincent Lau, Allan L. Lee, Karna M. Mapes, Bradford E. Miller, Cecilia M. Plaza, Siby Ramamurthy, Danielle A. Taylor, and Sandy B. Stutman. President Bootman extended a special welcome to APPE student John Michel Segars, newly hired Director of Education Karna M. Mapes, and Danielle Taylor, Associate Director of Institutional Research and Effectiveness as first time attendees.

Guests included Ed Angevine, CPA, who serves as AACP's auditor, and Robert Bachman, American Foundation for Pharmaceutical Education President, on November 6. President Bootman presented Dr. Bachman a tribute on his many years of service as AFPE President on behalf of the Association.

2. Additions to the Agenda

Two additional items were identified for discussion at the Board meeting. The first addition was an emerging issue discussion around the public health concern related to compounding versus manufacturing errors by the pharmacy in Massachusetts that resulted in deaths due to fungal meningitis. The other addition to the agenda related to a discussion about a project to achieve consensus among pharmacy and non-pharmacy organization related to a standardized pharmacy practice model.

3. Conflicts of Interest

President Bootman read the conflict of interest statement and no conflicts were identified.

4. Approval of July 12-13, 2012 Board of Directors Minutes

On MOTION (Evans, Desselle) the Board approved minutes of the July 12-13, 2012 meeting.

5. Legal Review

President Bootman referred to the summary of the 2011 legal presentation by Attorney Steve Benson and offered an opportunity for discussion and questions regarding any aspect of the issues covered. President Bootman highlighted the duty of loyalty, care and obedience as well as the importance of the fiduciary responsibility of Board members.

6. 2012 Audit Approval

Ed Angevine, CPA, presented the June 30, 2012 financial audit report and commented about the services he provides and his role in the annual audit process. Ed reviewed the purpose and scope of an audit, which is to issue an opinion on the financial statements as presented by management, the type of sample testing he employs and the audit procedures designed to provide reasonable assurance that the financial statements are free from material misstatement. Ed reported that there was a slight increase in assets for 2012 over 2011. He noted there were no significant management comments or issues worthy of reporting to AACP's Treasurer or the Board.

On MOTION (Crismon, Boyle) the Board approved the 2012 audit. Completing his final audit for the Association with his impending retirement, Ed reported that AACP is in a good position to engage a new audit firm for the FY13 audit. He indicated that per standard practice he will be available during the transition and he recommended strong consideration of appointing a small audit committee of the Board. The new audit firm will be selected by Spring 2013.

7. Financial Update

Treasurer Herist and Daniel J. Cassidy, Chief Operating Officer, presented financial reports through September 30, 2012. Assets have increased 6 percent over 2011 and operating results were also strong and exceeded the budget goals for the fiscal year just ended while investments are performing near the comparable index. The goals for the finance committee were revised to better align with the AACP strategic plan and membership analytics were

reviewed. The Investment Committee also sought input on the purpose of and the use of earnings from the endowment funds.

On MOTION (Herist, Crabtree) the Board approved the amendments to the investment policy proposed by the Investment Committee to remove references to a target return and to further diversify assets by including real estate investments trusts and commodities.

8. IOM Fellowship

President Bootman shared that Samuel G. Johnson, PharmD, the first IOM Anniversary Fellow from Pharmacy, began his 2-year fellowship at the IOM annual meeting in October 2012. The contributions of Board members to the IOM fellowship fund were acknowledged along with the collective efforts of the AACP staff to raise \$2500. Strategies to complete funding the fellowship were discussed, including outreach to leadership fellows and delegates and an early 2013 reminder solicitation to deans/institutional members.

9. 2011-12 House of Delegates Outcomes

Speaker of the House Cynthia Boyle and House Secretary Maine reviewed the outcomes of the 2012 House of Delegates sessions, including the adoption of bylaws amendments, several new policy statements, and approval of new members. A special charge has been accepted by the Bylaws and Policy Development Committee to comprehensively review the Bylaws of the Association and suggest amendments as warranted.

The Board discussed the proposed policy statement that was referred back to the originators concerning admissions traffic rules. The Board came to consensus on seeking input from deans, admissions personnel and other stakeholders to find out how the Association can help in this area and suggested the development of a voluntary guideline that could lead to the intended improvements in the admissions process and enrollment management at colleges and schools.

10. Request to Support Washington State Amicus Brief

On MOTION (Crabtree/Evans) the Board authorized the Executive Committee of the Board to determine if AACP will be a signing organization on the amicus brief that is being prepared for an appeal of a case against several pharmacists in Washington State. The key issue in the case relates to pharmacists' right to select which products they will make available for sale in their business and whether a state regulatory agency can require the availability of specific products.

11. New Special Interest Group Proposals

Melinda Colón, Associate Director for Governance Programs and Meetings, presented the recommendations of the SIG Cabinet for approval of requests to form new special interest groups. On MOTION, (Scott, DiPiro) the Board approved formation of a Pediatrics SIG with 3 votes opposing the motion.

On MOTION, (Crabtree, Crismon) the Board voted against the formation of a SIG on Simulation citing that current governance groups have incorporated the use of simulation as a teaching technique in their scope of activities.

The Board discussed concerns as had been expressed by the SIG Cabinet that it seems the number of SIGs was rising rapidly and made several suggestions regarding the evaluation and management of this element of AACP's governance model. The Governance Taskforce was asked to consider a periodic program review of SIGs.

12. Libraries Section Name Change

On MOTION (Desselle, Ives) voted to approve the proposed name change for the Section of Libraries/Education Resources to the Section of Library and Information Sciences.

13. Nomination for 2013 AACP Board of Directors Distinguished Service Award

Director of Professional Alliance Development, Lynette Bradley-Baker presented the National Council on Patient Information and Education (NCPPIE) as the proposed recipient of the 2013 AACP Board of Directors Distinguished Service Award. The Board had a discussion about further clarifying the current eligibility criteria to allow for recognition of multiple individuals and/or organizations.

On MOTION (Zavod, Boyle) the Board approved the modification in eligibility criteria to include multiple individuals or an organization.

On MOTION (Zavod, Zgarrick) selected NCPPIE as the recipient of the AACP Board of Directors Distinguished Service Award for sustained contributions to patient education and safety.

14. CAPE Outcomes Update

Senior Director of Academic Affairs Cecilia M. Plaza provided an update of the progress of the CAPE Panel. A listening session was held at the 2012 AACP Annual meeting that was open to all attendees. There was significant validation of themes identified by the Panel at its first meeting during the listening session. Several CAPE panelists participated in the September 2012

summit convened by the Accreditation Council for Pharmacy Education where there was additional validation that the primary themes identified by the panel are on target. The Panel met October 29-30 and devised the framing concepts for the competency statements. Since only half of the Panel was able to meet due to Hurricane Sandy, the entire Panel will meet via webinar in December while those able to attend will continue to work on assignments in the interim. There will be a session at Interim Meeting to provide more information on the proposed domains and framing.

EVP Maine presented the additional agenda item related to development of consensus on a standardized pharmacy practice model that would make it easier to communicate to students, practitioners, payers and other health professions the specific patient care activities offered by pharmacists. This is a priority for the Joint Commission of Pharmacy Practitioners with outreach activities anticipated in early 2013.

15. Report of the Board Strategic Planning Committee

President-elect Piascik and EVP Maine provided a summary of the September meeting of the Board Strategic Planning Committee. The Committee recommended that AACP move forward with: 1) advancing the AACP fellowship designation recognizing outstanding teaching as proposed by the 2011-12 Academic Affairs Standing Committee with the Council of Faculties taking the lead to outline the process, 2) the creation of a special committee to study critical questions regarding admissions parameters, 3) initiate an in depth analysis of the 2011-12 Argus Committee recommendation to assist members with the development and implementation of new learning and assessment technologies, and 4) pilot the Master Preceptor recognition program recommended by the 2011-12 Professional Affairs Standing Committee. On MOTION (Crabtree, Desselle) approved the recommendations of the Strategic Planning Committee.

Will Lang, Vice President of Advocacy, reviewed the steps taken over the past year to comprehensively assess AACP's advocacy efforts. This included reframing the Association's policy agenda to mirror the focus of major public and private health policy priorities. It also included a comprehensive examination of the issues/priorities and alliances/coalitions AACP seeks to advance. Significant changes are being made to the organization of policy resources on the AACP Web site as recommended by recent advocacy committees at several levels of governance. The key question relates to how AACP can most effectively activate and support members' efforts to be stronger advocates of pharmacy education, research and practice. Including effective advocacy skills as a

competency expectation of student pharmacists and potentially rewarding advocacy with an appropriate AACP award were strongly supported. The Board affirmed AACP's current advocacy efforts which aim to help key decision-makers appreciate the resources represented in our faculties and institutions and encourage the use of such expertise in policy formation.

Updates on the member needs analysis and an exercise to update AACP Core Values were provided by staff. President-elect Piascik provided a brief synopsis of how she envisioned framing presidential priorities for 2013-14. A more complete presentation will be provided at the February and March meetings of the Board.

16. Strategic Initiative Focused on Increasing Applicant Pools in Pharmacy

Jen Adams, Senior Director of Strategic Academic Partnerships, provided a comprehensive overview of the numerous initiatives underway to increase applicant pools in pharmacy. Robin Zavod mentioned that Girl Scouts of America is reviving its badge focused on Science, Technology, Engineering and Math (STEM) and encouraged AACP to reach out to the organization. The Board encouraged staff to continue to look for opportunities to further advance national recruitment initiatives to complement members' local activities.

17. AACP/FMI Health Wellness/Pharmacy Practice Model Ideation Grant

Lynette Bradley-Baker described the new collaboration between AACP and the Food Marketing Institute (FMI) to provide grant funding for small conceptualization practice model activities involving pharmacists and nutrition professionals in food retail establishments. There is funding for up to 5 grants of \$5000 each for individual pharmacy faculty who collaborate with a retail or independent food market to explore a practice model activity involving both pharmacy and nutrition.

18. ACPE Summit and Anticipated Standards Revision

President-elect Piascik, Lynn Crismon, Denise Soltis and EVP Maine provided an overview of key points from the ACPE Summit held in Atlanta in September. The big themes included experiential education and readiness for Advanced Pharmacy Practice Experiences (APPE), assessment, having "practice ready" graduates, and efficiency in the educational and accreditation processes.

19. Member Education Plan on Meeting Registration and Attrition

Barbra Gustis, Senior Director of Meetings and Business Partnerships, provided an overview of meeting costs

and hotel attrition penalties for not making the contracted room block at several recent annual and smaller meetings. The Board suggested an educational approach to let members know the impact of booking outside of the room block on registration rates and encouraged staff to implement positive approaches to motivating members to register within the AACP room block for all meetings.

20. Compounding versus Manufacturing Discussion.

The Board engaged in a discussion over the public health issue created by the tainted steroid solutions for injection that resulted in fungal meningitis that originated from a compounding pharmacy. The difference between

compounding and manufacturing as well as the recent COS report that examined compounding in the curriculum was discussed by Board members. The Board asked that staff prepare talking points for schools to use if contacted by the media.

21-28. Information Items

Information items including a science program update, updates on additional strategic priorities and the policy agenda, as well as reports on Council activities and recent committee meetings were presented for discussion. The meeting adjourned at 1:15 p.m. on November 7th after a time of roundtable sharing of additional news from Board members and staff.