Call to Order
Chair Todd Sorensen (University of Minnesota) called the meeting to order at 1:38 pm in the Marquis Ballroom, Marriott-Anaheim, Anaheim, CA, on Monday, July 25, 2016. The Chair introduced the other members of the COF board.

Preliminary Quorum Committee Report
Quorum committee member Matthew Dintzner (Western New England University) reported that 51 member institutions were represented, constituting a quorum.

Report of the Chair
Chair Sorensen shared his reflections on the work of the COF over the past year. Chair Sorensen recognized the work of the special COD/COF Taskforce on Accelerating Change. The committee worked fast to develop the report and heavily influenced AACP’s strategic plan, particularly strategic priority 3. A new group will be formed called Accelerating Change and Transformation Team (ACT2) that will work closely with the AACP Board of Directors and AACP Staff on identifying and leading Accelerating Change Campaigns.

Old Business
Chair Sorensen discussed that the work that began in 2014 to recognize Distinguished Teaching Scholars has finally come to fruition and at the 2016 Annual Meeting first 4 scholars were recognized at the Opening General Session. The Chair recognized and thanked Robin Zavod (Midwestern-Chicago) and the 2014 Faculty Affairs Committee for their work on this initiative.

Report of the Secretary
Margarita DiVall (Northeastern University) reported that the minutes of the 2015 COF Annual Business Meeting held in National Harbor, MD are available via download from the COF webpage under governance on the AACP website as well as through the Pathable app. Other reports available in the same places include the Chair report with embedded committee reports and The Accelerating Change Taskforce Report. 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
Past Chair Scott (Purdue) reported on the Board of Directors Activities:

- The Board approved membership requests from 3 schools that received pre-candidate status at the June meeting of the ACPE board of directors – the House affirmed Associate Institutional Membership status for Highpoint, Larkin, and Ketchum.
- Council leaders discussed the first opportunity to engage AACP members in a transformational change project affecting both education and practice.
- The Council of Sections has released a toolkit and other resources to facilitate discussions and policy-setting related to the management of issues associated with the use of medical marijuana; these will be disseminated in August via the AACP eList.
- The Board had a lengthy conversation about the proposed Cooperative Admissions Guidelines, including the three provisions that seem the most controversial –
  - March 1st deadline for students to release all but one admission offer
  - The initial $200 hold deposit
  - The lack of enforcement of the guidelines
    The Board recognized that there is a need to listen to all sides of this issue and will take final action on the guidelines during the November meeting. Steven Scott encouraged faculty to voice their perspectives on the Cooperative Admission Guidelines during the open forum on Tuesday.
- The Board reviewed the strategic recommendations from the 2015-16 standing committees which are posted on the House of Delegates Annual Meeting resource page and will be published later this year in AJPE; among the work initiated this year are the draft set of Entrustable Professional Activities and the pilot of a new membership affinity group model – the community of practice for those engaged in interprofessional education and practice development.
More information about joining this IPE community will be sent to all members after the annual meeting.

- The Board reviewed the new AACP strategic plan that has been shared with the delegates and will be voted on at the House of Delegates on Wednesday morning. The institutional dues increase to support the new strategic plan will be considered for vote as well. COF members have an opportunity to comment on the plan and dues increase during the open forum.

- Despite losing PharmCAS and PCAT revenues of close to $1 million annually for the last 2 years due to the applicant downturn, AACP is in a strong financial position. During the years that the applicant pool was robust, AACP was able to put more than $1.7 million in reserves and currently the organization has over $7 million in reserves, including $600,000 in an endowed fund that aims to support our growing awards program.

- The Association has invested heavily in the development of Professions Quest. Continued development has been put on hold pending the development of an appropriate business model.

- The Board will be issuing a call for members who might be interested in being considered for a seat on the ASHP Commission on Credentialing; this is the body that oversees residency programs on behalf of the profession. The Board will forward 2 names to ASHP following the November board meeting. The deadline for submission will be mid-October.

- AJPE Editor Gayle Brazeau provided an update on various elements of the Journal, including the plan to issue new instructions for authors and new manuscript categories. The editors are always looking for additional reviewers.

- The Board also met with the appointees to the ACPE Board of Directors and discussed current issues coming from the Department of Education to hold accreditors to an ever-higher level of accountability; ACPE will be reviewed for continued DoE recognition in 2017. Additional topics discussed included EPA project and their implications for curriculum, assessment and experiential education; achieving diversity aims across the academy; the results from the April 1 survey of plans to meet the expectations of Standards 2016; and finally discussions with both Department of Education and the Veterans Administration in hopes of clarifying the eligibility of the graduates from candidate programs for residency positions and licensed pharmacy positions within the VA.

### Committee Updates

**Final Quorum Committee:**  
Quorum committee member Matthew Dintzner reported that 103 registered individuals representing 54 member institutions had signed in, constituting a quorum.

**Faculty Affairs Committee:** The committee was charged with developing recommendations for the schools to implement the JCPP Pharmacist Patient Care Process. The work of the committee was done in 3 workgroups. The charges and full reports are available in the Chair’s report posted on COF web site. During the COF business meeting Chair Sorensen asked the chair of each workgroup to briefly reflect on their successes and challenges and leave COF members with one action item to take home.

**Workgroup #1: AACP Policy and Programming**  
- Nicole Albanese (University of Buffalo) reported that the workgroup is proud of the programming delivered during Teacher’s Seminar. A lot of positive feedback has already been received from the participants. Dr. Albanese encouraged all faculty attending to bring home a message of the importance of integrating JCPP PPCP in their curriculum. It is important to teach the JCPP Patient Care Process throughout the entire curriculum (didactic, IPPE & APPE) in a very intentional, consistent, and systematic manner.

**Workgroup #2: Curricular Adoption and Integration**  
- Angela Steward (Washington State) reported that their workgroup developed a self-assessment tool that colleges and schools can use to determine their progress in integrating JCPP PCPP and identify what work still needs to be done. This tool is available within committee’s report (page 16). The workgroup was surprised at the differences at the level of adaption of JCPP PPCP at different institutions and really encouraged participants to bring back to their schools the self-assessment instrument and complete their evaluation.

**Workgroup #3: Influencing Refinement and Adoption in the Profession**  
- Pam Heaton (University of Cincinnati) presented the progress of the workgroup 3. The group was surprised that few other professions created a unified approach to patient care and determined that pharmacy is ahead of the game. Dr. Heaton encouraged participants to take back to their school the report of the committee and to educate their faculty, students, and preceptors about JCPP PPCP.
workgroup also encouraged further action on marketing the PPCP to our other stakeholders

Nominations Committee: Steve Scott recognized members of the committee. He reported that his committee spent some time reviewing previous practices on slating candidates and has hopes that their work will help future nomination committees. He reported that the candidates for COF Chair-elect are Daniel Brazeau (University of New England) and John Rimoldi (University of Mississippi)

Update from US Pharmacopeia

Nelufar Mohajeri (USP) reminded the faculty of the USP mission to “Improve global health through public standards and related programs that help ensuring the quality, safety, and benefit of medicines and foods. USP sees AACP as an important partner in achievement of this mission. Dr. Mohajeri gave an overview of the USP growth and it’s new strategic plan and their vision for engaging the Academy. She encouraged faculty to review and utilize a webinar series, that was put together by a collaboration with AACP, APhA, and AAPS, highlighting unique career opportunities in pharmacy shared with the participants a resource of videos available to student pharmacists “Careers Beyond the Pharmacy Counter”.

USP would like to serve as a resource that supports the pharmacists from their early education throughout their continuous professional development. They want to understand from pharmacists why quality standards are critical to them and how pharmacists can take a more public role in advocating for quality patient care.

Legislative Update

Will Lang (AACP) provided the legislative update, which is available on the American Association of Colleges of Pharmacy (AACP) web site. Will asked participants to contact him if they or their students work on problems of opioid misuse, as well as prevention of transmission of Zika virus as he is looking for examples of how pharmacists engage in these important public health issues.

Remarks of the Chair-Elect

Chair-elect Anandi Law (Western) introduced herself and discussed why she is serving as the COF Chair and described her personal and professional passions. She reported her COF initiatives for the year:

- Faculty affairs committee will be continuing to work on the adoption of Joint Commission of Pharmacy Practitioners (JCPP) pharmacist patient care process model, which was initiated in 2015. One addition is to ensure engagement of all types of faculty from all disciplines on this important work, including pharmaceutical scientists, practitioners, and social administrative sciences faculty. The committee will embrace the principles for creating an Urgency for Change in adopting the JCPP model, using 3 teams:
  - The Steering Committee “Catalysts for Change: Pharmacists’ Patient Care Process” will be appointed jointly by the COD and COF. This steering committee will oversee 2 teams: “Learning Engagement Team” and “Performance Accountability Team”.
  - Learning Engagement Team will consist of 6-8 individuals with core expertise in instruction and assessment of the pharmacist patient care process
  - Accountability Team will consist of 6-8 individuals w/ experience with applying principles of quality improvement measurement and/or implementation science

Anandi Law urged the Deans to sign up their schools to be a part of this initiative and identify faculty champions within each department at their institutions to lead implementation of JCPP PPCP at their institutions. She encouraged all those who would like to serve on these teams and committees to volunteer to serve and get involved at their schools.

Another initiative for 2016-17 is the development of 2 new communities of practice:

- Department Chairs community of practice – looking for volunteers to brainstorm and develop the community and programming
- New Faculty Community of practice - again looking for volunteers to brainstorm and develop the online community of practice.

New Business

Installation of 2016-17 Officers: Steve Scott installed the new officers of the COF, which included), Anandi Law (Chair), Stuart Haines (Chair Elect, Maryland) Todd Sorensen (Immediate Past Chair) and Margarita DiVall (Secretary).

Dr. Law presented the outgoing chair certificate to Todd Sorensen.

Open Forum – Open Microphone

Robin Zavod asked for an update on Emerging Scholar initiative. Cecilia Plaza provided an update that the work is still underway to implement this program.

The meeting was adjourned at 2:57 pm.

Respectfully submitted,
Margarita DiVall