

**Note that the deadline has passed.**  
**Each submission received has been acknowledged by email.**

**2009 Call for Candidates for AACP Appointee to ACPE**

The AACP Board of Directors is seeking candidates for service on the Accreditation Council for Pharmacy Education (ACPE) Board of Directors. ACPE ([www.acpe-accredit.org](http://www.acpe-accredit.org)) is the national accrediting body for professional degree programs in pharmacy as well as for providers of continuing pharmaceutical education. The Council's board membership consists of ten persons: three appointed from the American Pharmacists Association, three from the National Association of Boards of Pharmacy, one from the American Council on Education, and three from AACP.

The term of appointment for the person selected will be six years, beginning in July 2010 and concluding in June 2016. The appointee will participate in a comprehensive ACPE orientation program for new board members between January 2010 and June 2010. The candidate now being sought by AACP will succeed George R. Spratto whose term expires in June 2010. Other ACPE appointees from AACP are Heidi M. Anderson (Kentucky) and Robert S. Beardsley (Maryland) whose terms expire in 2012 and 2014, respectively.

**Eligibility**

AACP selects its appointees to the ACPE Board of Directors from active individual members of the Association who are employed full-time in pharmacy education because it feels that full-time involvement in and commitment to pharmacy education is essential for a complete awareness of issues related to pharmaceutical education. Candidates will not be considered unless they have met the following required criteria:

- i) have significant administrative experience in a school or college of pharmacy;
- ii) have earned a doctorate;
- iii) have a minimum 10 years experience as a member of the faculty or administration of an ACPE accredited college or school of pharmacy;
- iv) be a current active individual member of AACP;
- v) be currently employed full time in a school or college of pharmacy; and
- vi) not be a member of the AACP Board of Directors or be appointed to the AACP Board during the term as a member of the ACPE Board of Directors.

Further, the AACP encourages persons it appoints to the ACPE who later accept a position outside of full-time pharmaceutical education to evaluate the extent of their involvement in pharmaceutical education to ensure that they retain a full sensitivity to contemporary and future trends in pharmaceutical education. Candidates should consider their ability to commit to a six-year term and their respective personal and professional obligations at the time of application and those that may be anticipated in the future.

**Self-nomination**

AACP members interested in serving in this capacity are invited to submit their credentials for consideration. Only self-nominations are accepted. Appointment to the Council is an important professional recognition that carries a serious and substantial voluntary service commitment (see Addendum). The Board requests that each candidate submit:

- A complete curriculum vitae;
- A cover letter that concisely states the candidate's willingness to serve and why s/he wishes to serve. In addition, the letter should contain a descriptive narrative highlighting relevant scholarship, professional, and academic experience in support of those unique contributions the candidate would make to maintain academic quality in service on the ACPE Board of Directors; and
- A brief bio (no more than 1 page).

A subcommittee of the AACP Board of Directors will conduct a review of all candidates' credentials submitted to assist the Board in its deliberations.

Selection will be made based on eligibility, credentials, experience, candidates' potential for contributions to be made, and consideration of balance in background and experience of AACP appointees to the ACPE Board of Directors.

Candidates should submit in hard copy *an original and four copies* of the requested materials to: AACP, Attn: Mark Anderson, 1727 King Street, Alexandria, VA 22314. **Complete candidates' credentials must be received at AACP no later than close of business August 14, 2009.** The deadline is firm and will not be extended. Selection of the appointee will occur during the November 2009 meeting of the AACP Board of Directors.

## **ADDENDUM: ACPE Appointment Service Commitment**

### **A list of ACPE Board responsibilities is:**

- Determine organization's mission and purpose
- Ensure effective organizational planning
- Ensure adequate resources and their management
- Determine and monitor the organization's programs
- Select, support and evaluate the executive director
- Promote the organization's public image
- Ensure legal and ethical integrity and accountability
- Participate in the accreditation activities and take actions and make recommendations
- Participate in the periodic review of standards
- Attend Board meetings and other special meetings
- Have a respectful attitude for colleagues and their views

Estimated **TIME REQUIREMENTS** for appointees:

**Board meetings:** Two Board meetings per year (3-4 days each; approx. 2 to 3 days preparatory reading). If needed, a third meeting in a year may be required, for strategic planning purposes. A third meeting should be infrequent and no more than every second or third year.

**College/school site visits:** ACPE has reengineered the workload. After the orientation period noted below, only one college/school site visit (full or focused) per year on average and at most, two for some Board members (2 to 3 days on site with approx. 1 to 2 days preparation and follow up activities).

**Meeting with appointing Board of Directors:** There is an annual meeting (1 to 2 hours) of AACCP appointees with the Board of Directors of AACCP, along with ACPE staff. This meeting is most commonly held at the annual meeting of the organization or at another meeting of the sponsoring organization's Board.

### **ORIENTATION PROGRAM** for new appointees:

January 2010 Board mtg. - Thorough orientation to ACPE and responsibilities and observe the proceedings (no reading beforehand); Dates are January 20-24, 2010, at a site to be determined.

Jan - August - attend a two-day site visit training program on current standards and evaluation in Chicago, participate as an observer on a site team review (3 days) at an accredited college or school of pharmacy, and receive telephone-based training on the review of CE providers and the role of ACPE's CE Commission.

June 2010 Board mtg. - Receive all the reading material in advance, participate in the discussions but not have voting privileges; Dates are June 23-27, 2010, at the ACPE office in Chicago.

### **ADMINISTRATIVE ISSUES**

- ACPE reimburses all travel and expenses related to Board meetings and site visits, according to ACPE's travel policies; no direct payment is made for Board of Director service time.
- Spouses and significant others of Board members are invited to attend Board meeting social events; travel costs are their responsibility.
- ACPE Board members will be asked to sign the ACPE disclosure and confidentiality agreement.
- ACPE Board members are covered by our corporate insurance for their activities on behalf of ACPE.