

**American Association of Colleges of Pharmacy
Board of Directors Meeting
February 2, 2008
Crystal Gateway Marriott
Arlington, Virginia**

President Cynthia L. Raehl welcomed the Board and staff members present at 8:30 a.m. on February 2. The following board members participated in the meeting: Bobby G. Bryant (Council of Deans), Rodney A. Carter (Speaker), Patricia A. Chase (Council of Deans), Brian L. Crabtree (Council of Faculties), Barbara E. Hayes (Council of Deans), Keith N. Herist (Treasurer), Lucinda L. Maine (Executive Vice President), Kenneth A. Skau (Council of Faculties), Marilyn K. Speedie (Immediate Past President), Julie E. Szilagyi (Council of Faculties), Victor A. Yanchick (President-elect) and David P. Zgarrick (Academic Sections Coordinating Committee). Doug Reid, Brodie Scholar in Residence for Spring 2008, and AJPE Editor Joseph DiPiro attended the meeting as guests.

AACP staff included: Daniel J. Cassidy, Melinda D. Colón, Amy B. Connelly, Arlene A. Flynn, Barbra A. Gustis, Will G. Lang, George E. MacKinnon III, Kenneth W. Miller, Rebecca M. Morgan, Jennifer M. Patton, Cecilia M. Plaza and Sibum Ramamurthy.

1. Changes to the Agenda

Three additional topics were identified for the Board agenda: Institutional Membership, AACP/ASHP Joint Project on Capacity for Experiential Education and a review of APhA proposed policy.

2. Conflict of Interest

President Raehl read the Board's conflict of interest policy and asked those with potential conflicts to so declare. David Zgarrick identified his work as an item writer and board member for NABP's Foreign Pharmacy Graduate Equivalency Examination and suggested that he would recuse himself during the discussion of the Pharmacy Curriculum Outcomes Assessment. Marilyn Speedie noted that members of her faculty had been nominated for two of the awards under consideration and that she had a longstanding personal and professional association with one of the recommended award recipients. She indicated she would recuse herself from selection of the Dawson Biotechnology Award.

3. Approval of September 30-October 2, 2007 Minutes

On MOTION (Hayes/Skau) the minutes of the September 30-October 2, 2007 Board of Directors meeting were approved.

4. Institutional Memberships

The Board reviewed the procedure for considering candidates for AACP Institutional Membership. On MOTION (Speedie/Carter) the Board determined that membership would be granted upon the request of the dean of a college or school of pharmacy that has achieved pre-

candidate status from ACPE. The Board will subsequently adopt the requisite resolutions to advance new institutional members into the AACP House of Delegates.

On MOTION (Chase/Bryant) AACP shall initiate a dues increase resolution to make Associate Institutional membership dues equivalent to Regular Institutional membership dues effective in fiscal year 2010.

5. Pharmacy Education Assessment Services

Jennifer M. Patton, Director of Institutional Research and Data Systems, and Cecilia M. Plaza, Director of Academic Affairs and Assessment, led substantive discussions on elements of the evolving assessment services portfolio. They reviewed work completed by the Institutional Research and Assessment Committee (IRAC) leading up to and including the January 7-8 meeting. The Committee reviewed results of the Rasch analysis conducted by a subgroup of IRAC of the 2007 curriculum quality perception surveys and their recommendations for rewording, as well as the addition or deletion of items based on the psychometric analysis. The revised surveys will be available in two stages beginning with the student and faculty surveys the first Monday in March of 2008. A users guide is being developed to support schools' use and interpretation of the data from the surveys. The 2008 surveys will allow schools to add a link using a web-based survey tool of their choosing at the conclusion of the formal surveys to ask additional school specific items.

The Board reviewed a draft Data Policy Statement developed and reviewed by the IRAC. The policy is currently under legal review. An original MOTION (Hayes/Skau) to adopt the policy with several suggested edits was tabled until an amended draft can be circulated for electronic review and approval.

The conceptual model for the Pharmacy Education Assessment Services portfolio was presented for discussion. PEAS is responsive to needs of AACP members involved in assessment efforts as captured in a recent needs assessment survey which sought information about use of and need for assessment tools. The portfolio will include currently available AACP surveys, web links for other assessment tools submitted by members that will be community reviewed, an assessment community support section with a variety of resources and opportunities for exchange of information among members working on assessment activities.

Staff also reviewed the progress toward identifying a vendor to work with AACP and ACPE on development of an online self-study management system. Eleven vendors received the request for proposals. A subcommittee of IRAC will screen these responses and select a subset of vendors from whom full proposals will be sought. An analysis of system features, costs and the timeframe for development will likely be available for the Board's April retreat.

Executive Vice President Maine reviewed the chronology of AACP's involvement with NABP on development and validation efforts for a national progress exam referred to as the Pharmacy Curriculum Outcomes Assessment (PCOA). Following AACP's identification of the schools asked to participate in the Spring 2007 beta test of PCOA, communication with NABP staff became strained and limited in terms of information on the results of the beta test. Individual schools have shared their impressions of the value derived from and challenges associated with having their students participate in the beta test. The AACP Board agreed that progress assessments can take many forms (e.g., valid and reliable tests of knowledge, OSCEs, student portfolios) and encouraged staff to reach out to those institutions using locally developed progress assessments or milestone exams to determine the feasibility of conducting validation activities on

these tools. Other strategies suggested included compilation of a national bank of valid and reliable questions from which schools could draw in developing a rigorous local assessments and development of a national competency assessment system for use in advanced experiential rotations.

The Board asked that AACP leaders request a meeting with ACPE as soon as feasible to discuss a variety of issues and concerns related to assessment and accreditation.

6. Faculty Recruitment and Retention Activities

President Raehl reminded the Board of her challenge to each unit of governance to develop an action plan for one high return strategy to address the current and future shortage of pharmacy faculty. These plans will be reviewed during the April 3-5 leadership retreat in Alexandria, Virginia. AACP staff are working with Gretchen Wright, PR Solutions, as well as with a graduate class of communications students at Hood College on the Board priority of a robust communications program as their action planning priority.

7. Finance Report

Keith Herist, Treasurer, and Dan Cassidy, Chief Operating Officer, presented the results of the FY 2007 independent audit completed by Edward Angevine, CPA. AACP received a “clean audit report” for the year with audited revenues of \$8,765,928 and expenses of \$8,225,425 and an increase in net unrestricted assets of \$540,503. On MOTION (Carter/Bryant) the Board approved the audited financial statements for FY 2007.

Financial results for the first six months of the current fiscal year were presented with year-to-date revenues of slightly less than \$7 million and expenses of \$5.2 million note including investment earnings. Comments were made regarding decreases in membership dues and the net cost to AACP for meetings. Both areas are under review.

AACP managed investments performed well through December 31, 2007 despite a very volatile stock market. The Investment Committee had held an initial meeting by phone to review a draft investment policy which is currently being reviewed by our investment manager. A revised draft will be prepared and distributed for review and approval by the Board at the April 3-5 meeting.

An update was provided on the costs of and timetable for renovation of the newly leased office property at 1727 King Street. Progress is as anticipated with a move date estimated to be March 17, 2008. Several prospective purchasers have visited the existing headquarters property one or more times and one offer has been received and a counter offer presented to the potential buyer.

Dan Cassidy also provided an update on several upgrades in AACP’s IT systems, including the Web site, association management (membership) database and financial systems. He reviewed several issues that had compromised the AACP Web site in January and noted that many components of the IT infrastructure were old and vulnerable. All issues will be addressed with the systems upgrades in progress.

8. Outreach

President Raehl presented a brief report on the successful outreach visit to the University of Montana in October. Staff will work with Board members to define school targets for Spring

outreach and seek expressions of interest in hosting visits from among AACP institutional members.

9. Selection of AACP Award Winners

On MOTION (Chase/Bryant) the Board approved the selection of William C. Lubawy (Kentucky) as the 2008 Chalmers Distinguished Educator Award.

On MOTION (Bryant/Skau) the Board approved the selection of Laurence H. Hurley (Arizona) as the 2008 Paul R. Dawson Biotechnology Award. Speaker Carter abstained from this vote and Marilyn Speedie recused herself from the selection process as previously noted in Item 2.

On MOTION (Hayes/Chase) the Board approved the selection of Glenn D. Prestwich (Utah) as the 2008 Volwiler Research Achievement Award.

On MOTION (Bryant/Carter) the Board approved the selection of the paper entitled “Number and Impact of Published Scholarly Works by Pharmacy Practice Faculty Members at Accredited US Colleges and Schools of Pharmacy (2001-2003)” by Craig I. Coleman et al from the University of Connecticut to receive the 2008 Rufus Lyman Award.

10. PharmCAS Waiver Policy for Cycle 6

On MOTION (Bryant/Chase) the Board approved revised policy related to fee waiver for eligible applicants in the 2008-09 PharmCAS admissions cycle. The new policy states that AACP will maintain the allocation for waivers at \$40,000 but adjust the disbursement policy as follows:

Applicants will only be eligible for one (1) school designation per fee waiver; however PharmCAS will keep track of all applicants who apply for the fee waiver through September 1st and provide a list of students to each pharmacy school so that they can use this for supplemental fee waiver eligibility.

In the discussion, Marilyn Speedie asked if AACP could determine how many other applicants in the 2007-08 cycle might have been eligible for the waiver but did not apply prior to the time funds were exhausted.

11. AACP Congressional Agenda for the 2nd Session of the 110th Congress

William Lang, Vice President for Policy and Advocacy, reviewed the proposed congressional/legislative agenda for 2008 and the 2nd session of the 110th Congress. The only change from the 1st session is deletion of reference to FDA reauthorization as that passed during the session. On MOTION (Speedie/Yanchick) the Board approved the agenda as presented. Will shared that 48 individuals were signed up to participate in Hill visits on Wednesday, February 6 as part of the Interim Meeting.

12. Requests for New Special Interest Groups

On MOTION (Zgarrick/Skau) the Board approved formation of a History of Pharmacy Special Interest Group per the request of Robert A. Buerki and colleagues.

On MOTION (Speedie/Crabtree) the Board approved formation of a Global Pharmacy Education Special Interest Group as requested by Rosalie Sagraves and other interested members.

13. Criminal Background Checking Services

Lucinda Maine provided a brief review of considerations related to acting upon the recommendation of the 2006-07 working group on criminal background checks to negotiate an agreement with a national criminal background check vendor to facilitate a centralized record search process for pharmacy students at member institutions. It was recommended that a staff/board working group be established to work with Jen Athay who will begin her work with AACP as Director of Student Affairs in mid-March. The working group would re-examine the recommendations in the working group report, conduct a school needs assessment and determine the steps required to fulfill the recommendation on a national criminal background check service.

14. AJPE Update

AJPE Editor Joe DiPiro noted that the number of papers of all types submitted to the Journal in 2007 totaled 243, up from 166 in 2006 and 126 in 2003. The editorial team continues to seek papers from outside the U.S. and to identify candidates for the international associate editor's position. The Journal has been moved to a new hosting vendor (ATS) which will enhance certain capabilities, including tracking the country of origin of those visiting the site. Currently, Canada, India and the UK are the countries with the most hits on the Journal contents. Several supplements are anticipated in 2008 and 2009, including one covering the 2007 Institutes, international pharmacy education and interprofessional education.

15. Council of Faculties Science Task Force

COF Chair Brian Crabtree reviewed the work of the 2007-08 COF Task Force on Pharmaceutical Sciences and Research Education co-chaired by Stephen Cutler (Mississippi) and Sandy Zito (St Johns). Subcommittees are addressing each of the six charges originally assigned to the task force and a final report of the group's findings will be prepared for the July Council meeting.

The Board broadened its discussion to revisit the activities AACP should be undertaking pursuant to the referred resolution from the Section of Teachers of Chemistry in July 2007 specifically related to concerns about faculty with adequate expertise teaching in the discipline. EVP Maine indicated that an AACP response had been drafted related to the communications published by Drug Topics between practitioners and chemistry faculty. It will be reviewed by key individuals in the discipline and forwarded to Drug Topics. AACP will also include a discussion of the accreditation-related standards and guidelines on adequacy of faculty in several scheduled conversations with ACPE board members and staff. The purpose will be to better understand how "adequacy" is assessed and to affirm the importance of this from AACP's perspective as a priority, especially in this period of acute faculty shortages. Speaker Carter and EVP Maine will communicate with the originators of the Section resolution with an update on these activities.

16. AACP Deans Retreat Debriefing

The Board reviewed the evaluation summary from the December 2007 inaugural deans' retreat held in Las Vegas, Nevada December 1-2. Participants rated all aspects of the meeting very highly and the Board concurred that there was reason to plan for a 2008-09 retreat coupled with another national meeting (e.g., ASHP Midyear, AACP Interim).

17. Update on Science Issues and Funding

Ken Miller, Senior Vice President, reported that the past year's data on NIH funding had been analyzed and will be available in early February. He noted that the same number of investigators are receiving funding but that the total dollars awarded was flat in comparison to the previous year. Ken reported that Dick Okita from the NIGMS has submitted a proposal for internal NIH review to support PharmD/PhD trainees on F31 pre-doctoral grants. The December 2006 NIH conference proceedings on educating clinical scientists will be published soon in *Pharmacotherapy*.

Ken also reported that as a result of the February 2007 AACP/AHRQ conference on Practice-based Research Networks that the March/April issue of the *Journal of the American Pharmacists Association* would carry a special section devoted to this topic. APhA is also having educational programming at the March meeting on PBRNs and has drafted a new business resolution urging joint national attention to the infrastructure for establishing and maintaining research networks.

Marilyn Speedie provided an update on the National Institute for Pharmaceutical Technology Education (NIPTE) which focuses on the manufacturing sciences. This consortium of 11 schools was acknowledged in FDA reauthorization language as an appropriate target for allocating some of the Critical Path funding included in the legislation.

18. Report of the Board Planning Committee

Vic Yanchick, President-elect and chair of the Board's strategic planning committee, reviewed the report of the November 5-6 meeting. The priorities of the committee for further discussion in April include the theme of "Thinking off the map" and include global pharmacy education and major curricular reform. The committee is still examining the open membership concept which will also receive additional attention as part of the planning retreat.

19. Reports of the Chairs of the COF, COD and ASCC

David Zgarrick, Chair of the ASCC, reported on the 2008 Teachers Seminar devoted to the triangulation of teaching evaluations. He also provided an update on the emerging agreements among section leaders on the best procedures to follow for elections in transitioning the ASCC to the newly approved Council of Sections.

Barbara Hayes, Chair of the Council of Deans, provided an update on each of the committees and working groups charged by the COD chair for 2007-08. This includes new task forces on costs of experiential education, underrepresented minorities in the academy, medication safety and emerging issues and several continuing groups jointly appointed by the COD and COF.

Brian Crabtree, Chair of the Council of Faculties, provided an update on each of the committees and working groups charged by the COF chair for 2007-08. The Faculty Affairs Committee has completed preliminary analysis on a survey of members to identify priority issues for faculty and the faculty shortage appears to be the issue of most importance to respondents at this time. Joint task forces with COD continue to work on interprofessional education, health student projects, and patient safety.

20. Joint Project with ASHP on Experiential Education

Arlene Flynn, Vice President for Professional Affairs, and George MacKinnon, Vice President for Academic Affairs, provided an update on the collaboration with ASHP to examine the capacity for experiential education based on a survey of ASHP-member directors of pharmacy. A manuscript is in final preparation to communicate the findings and will be submitted for consideration of joint publication by the journals of both of our organizations.

21. APhA Proposed Policy Statements

Copies of the APhA Policy Committee report containing proposed policies on residency training, experiential education, technician training and compounding quality assurance were distributed to the Board for information. A subcommittee comprised of Cindy Raehl, Rod Carter, Vic Yanchick, Arlene Flynn and Lucinda Maine will review the proposed policy against current AACP positions and prepare APhA delegates representing AACP (Raehl and Flynn) for the March 2008 meeting in San Diego.

The meeting adjourned at 4:45 p.m.