

AACP BOARD OF DIRECTORS

Board Meeting and Retreat
Disney Yacht and Beach Club
Lake Buena Vista, Florida
July 12-13, 2007

1. Roll Call

President Marilyn K. Speedie convened the Board of Directors at 8:30 a.m. on Thursday, July 12 at the Disney Yacht and Beach Club. The following board members participated in the meeting: Diane E. Beck (Immediate Past President), Rodney A. Carter (Council of Faculties), Patricia A. Chase (Council of Deans), Brian L. Crabtree (Council of Faculties), Barbara E. Hayes (Council of Deans), Lucinda L. Maine (Executive Vice President), Cynthia L. Raehl (President-elect), Virginia "Ginger" Scott (ASCC Chair), Kenneth A. Skau (Council of Faculties) and Victor A. Yanchick (Council of Deans).

Guests included incoming officers: Bobby G. Bryant (Council of Deans Chair-elect designate), Keith N. Herist (Treasurer-designate), Julie E. Szilagy (Council of Faculties Chair-elect designate) and David P. Zgarrick (Academic Sections Coordinating Committee). Other guests included Heidi M. Anderson (ACPE), Robert M. Bachman (AFPE), J. Gregory Boyer (ACPE), Joseph T. DiPiro (AJPE), Rosalie Sagraves (scholar in residence), George R. Spratto (ACPE), Peter H. Vlases (ACPE) and Jeffrey W. Wadelin (ACPE). 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 (by telephone), Cecilia M. Plaza, and Elisabeth "Libby" J. Ross. On Friday, July 13, standing committee chairs Chris J. Bradberry, Robert Blouin, and Milap Nahata joined the Board to discuss their reports. Dean William Riffée (Florida) also participated in this session.

2. Additions to the Agenda

No additional items were added to the agenda.

3. Conflict of Interest

President Speedie read the AACP Conflict of Interest statement. No conflicts of interest were identified for the meeting agenda although during the meeting David Zgarrick identified his role with NABP and the Foreign Pharmacy Graduate Equivalency Examination and asked for clarification on his potential conflict with respect to the outcome assessment being piloted by NABP.

4. Minutes

On MOTION (Carter/Scott) the Board approved the minutes for the March 2007 Board of Directors meeting and the May 2007 conference call minutes.

5. Finance

Daniel J. Cassidy, AACP Chief Operating Officer, presented the report of the 2006-07 Finance Committee which included projected results for the fiscal year ending June 30, 2007. Revenues are estimated to be approximately \$8.5 million with expenses of approximately \$8.1 million. This compares to audited net revenues for the prior year of \$736 thousand.

He then presented the draft 2007-08 operating and capital budgets and discussed several significant changes and their budgetary impact. These include Year 1 and 2 budget impact from relocation of headquarters to leased property with the sale of the existing headquarters, hiring of two additional administrative staff positions, implementation of the communications audit recommendations, and upgrading of the association management software/database system and the AACP Website. The report also includes a summary of audit findings for FY 2006, operating ratio summary and the investment performance of the reserves managed by Smith Barney/Citi Group. On MOTION (Yanchick/Carter) the Board approved the proposed FY 2008 budget.

Keith N. Herist, Treasurer-designate, led a discussion regarding recommendations to form an Investment Committee and update the Association's investment policies. He also recommended that the Board engage in financial strategic planning related to investment management and new program development funding. On MOTION (Skau/Chase) the Board approved formation of the Investment Committee comprised of the Treasurer, President, Executive Vice President, the Immediate Past Council Chairs plus one of the at large members of the Finance Committee. It is further recommended that AACP formulate and establish a formal written investment policy that details the Board's philosophies, policies, and goals (both short- and long-term). The policy would allow the Board to maximize income earned on investments at an acceptable level of risk and would safeguard the Association's assets against misuse. The policy should address the investment goals of the Association, the targeted return for the portfolio, the amount of acceptable risk and provide the basis for evaluation of the risk/reward of investment alternatives. The investment returns and composition should be analyzed on a routine basis to evaluate performance and adherence to the investment policy. Further, an evaluation of the membership of the Investment Committee should be performed from time to time.

The Board then discussed issues associated with an institutional member dues increase, including what the additional funding would be used for and how it would be discussed with members. New dues revenues would support development of assessment systems to support schools' work in assessment and accreditation, faculty recruitment and retention strategies, enhanced communications, expanded science policy programs, and the requisite staff to support such expanded programs.

6. Affiliate Institutional Membership

On MOTION (Chase/Carter) the Board approved sending a recommendation to amend the AACP Bylaws to the House via the Bylaws and Policy Development Committee to strike Article III Section 1C (Affiliate Institutional Members). This action would eliminate the current category of membership for institutions without status (pre-candidate, candidate or fully accredited) with ACPE. Existing Affiliate members would have a period of two years to progress to Associate Institutional Membership.

7. Institutional Membership Changes

On MOTION (Hayes/Scott) the Board approved the following motions related to institutional memberships:

Resolution – Wegmans School of Pharmacy at St John Fisher College

WHEREAS, the Bylaws of the American Association of Colleges of Pharmacy, Inc. provide for various levels of institutional membership for colleges and schools of pharmacy;

WHEREAS, the Wegmans School of Pharmacy at St John Fisher College has been recognized by the Accreditation Council for Pharmacy Education; and

WHEREAS, the Wegmans School of Pharmacy at St John Fisher College has requested institutional membership in AACP;

RESOLVED that the Wegmans School of Pharmacy at St John Fisher College be received into the appropriate level of institutional membership in AACP.

Resolution – University of Hawaii – Hilo College of Pharmacy

WHEREAS, the Bylaws of the American Association of Colleges of Pharmacy, Inc. provide for various levels of institutional membership for colleges and schools of pharmacy;

WHEREAS, the University of Hawaii – Hilo College of Pharmacy has been recognized by the Accreditation Council for Pharmacy Education; and

WHEREAS, the University of Hawaii - Hilo College of Pharmacy has requested institutional membership in AACP;

RESOLVED that the University of Hawaii – Hilo College of Pharmacy be received into the appropriate level of institutional membership in AACP.

The Board also requested that staff and House leadership examine how the procedure for House action on membership might be modified to prevent the need to suspend the rules annually for the purpose of acting on pending membership resolutions prior to the conduct of other business before the House of Delegates.

8. Bylaws and Policy Development Committee Report

The Board discussed the preliminary report of the Bylaws and Policy Development Committee and the positions they might adopt with respect to the business coming before the House of Delegates. Specific to the resolution on requiring residency training for pharmacy positions offering direct patient care, the Board identified amended language to be presented at open hearing by Pat Chase. The intent of the amendment was to support residency training as preparation for advanced patient care roles. Current and pending AACP policy statements do not support the original intent of the residency resolution.

The Board did discuss additional business known to be added to the preliminary BPDC report, including their support for the revised Oath of the Pharmacist from members of the Professionalism Committee of the Student Services SIG. There was also discussion regarding the recommendations on structure and governance. On MOTION (Carter/Scott) the Board supports the development of a system for individual members to designate multiple section memberships related to the implementation of the proposed Council of Sections if the COS is established by House action. The Board also discussed implementation strategies related to the leadership of the

proposed Council of Sections that would insure fair and balanced representation of all sections on the AACP Board of Directors.

On MOTION (Raehl/Yanchick) the Board endorsed the concept of Open Membership as presented in the report of the Bylaws and Policy Development Committee. They seek additional clarity on questions of who exactly are faculty of member institutions, which staff members of an institution would be eligible for membership, the impact of open membership on the AACP staff, and clarification of who would still be dues paying individual members (e.g., employees of organizational members or emerging schools).

9. Reports of 2006-07 Standing Committees

The Board discussed and generally endorsed the staff recommendations related to the policy statements and recommendations found in the reports of the Academic Affairs Committee, Professional Affairs Committee, the Educating Clinical Scientists Task Force, and the Argus Commission. These reports and their recommendations were further discussed with the chairs of the committees, ACPE leadership and other guests later in the meeting.

10. Awards for Community Engaged Service

The Board discussed two proposals to establish award programs recognizing and supporting community-engaged service by colleges and schools of pharmacy and their students. On MOTION (Carter/Hayes) the Board approved, in principal, initiation of an award recognizing significant community engagement by an institutional member. This award would be modeled after a similar award presented annually to a medical school by the Association of American Medical Colleges. It was recommended that AACP “look outside ourselves” when selecting a name for such an award.

On MOTION (Yanchick/Scott) the Board approved an award program recognizing student-initiated efforts as generally proposed in a tentative agreement with Teva Pharmaceuticals. The Board requested that an advisory committee further develop the description of the awards and the criteria for selection/recognition of recipients. Sensitivities were raised regarding the level of scrutiny corporate contributions for programs, research and general organizational support were now receiving at member institutions and in the media. The Board encouraged AACP to operate all development activities with the appropriate distance between development partners and program decision making in all cases.

The Board also discussed funding for AACP’s award program, recognizing that sponsorship beyond endowments are never guaranteed. The Board expressed the strong commitment that AACP’s top awards should not be at risk for external funding. Seeking endowment for the program, both from traditional corporate sponsors and from individuals, would be the best strategy for their long-term support.

11. Request for Section Status from Professional Experience Program SIG

On MOTION (Scott/Carter) the Board approved the request from the Professional Experience Program (PEP) Special Interest Group to become a section of the Association.

12. Pharmacy Practice Section Standing Rules

Rod Carter provided background on the dilemma facing the leaders of the Section of Teachers of Pharmacy Practice whose standing rules provision for a quorum prevented the section from conducting business during the annual business meeting for the last several years. The Board expressed its strong support of steps outlined by the section leadership to remedy the quorum issue.

13. Appointment of International Associate Editor for AJPE

On MOTION (Hayes/Raehl) the Board approved appointing an international editor of the *American Journal of Pharmaceutical Education*. Nominations will be solicited from interested parties to fill this new editorial position. The Board also received an update on *AJPE* from the Journal editor.

14. Communication Audit Implementation

Executive Vice President Maine and Rebecca Morgan, Director of Communications, outlined the status of plans for implementing the communications audit completed earlier in the year. These plans include use of a new tagline (Discover, Learn, Care...Improve Health), development of a new logo concept, changes in electronic and print publications, and a back to school media tour.

15. Board and Staff Outreach

The Board discussed preliminary plans for an all-school outreach program to extend over the next several years. The pros and cons of timing visits to follow upon the conclusion of an accreditation site visit and matching the assigned leaders to schools with similar characteristics (e.g., private school) were discussed. There was consensus that ideally a leader/staff pair would participate in each visit and that several concepts should be developed into presentation strategies for use when visits afforded the opportunity to make a formal presentation to faculty, staff and students. Further preparation for outreach visits will be included in the October Board meeting.

16. Pharmacy Assessment System Development

Jennifer Patton, Director of Institutional Research, joined the Board by telephone and outlined the steps needed to design and implement a system to support members' needs in the area of student and program assessment. Staff have identified several potential vendors who can develop the technological platform and data warehouse for such a system and preliminary pricing information was provided. On MOTION (Skau/Crabtree) the Board approved moving forward with a request for proposal and competitive bidding process for development of the Pharmacy Assessment System. The Board further discussed the strategy for advocating for support for such a system with members.

Cecilia Plaza, Director of Academic Affairs and Assessment, shared information regarding the numbers of schools and number and levels of students who participated in the expanded pilot of the proposed assessment tool offered by the National Association of Boards of Pharmacy. A total of eight schools and 1,307 students participated. The Board identified the need for talking points on AACP's role in development of this and other assessment instruments.

Jennifer Patton provided an update on the use of the four new surveys developed by the Institutional Research Advisory Committee (IRAC) in 2006-07. Forty-nine schools used the

graduating student survey, 37 used the faculty survey, 28 used the preceptor survey and 17 used the alumni survey.

17. American Foundation for Pharmaceutical Education

AFPE President Robert Bachman provided a brief report on the development activities and distribution of funding to support students and faculty at colleges and schools of pharmacy in their efforts to strengthen their ability as researchers. AFPE will award over \$900,000 in 2007 across existing programs and a new geriatric faculty fellowship program. AFPE is also piloting an effort with support from the Josiah Macy Foundation to increase African American student and faculty participation in programs leading to careers in research and pharmacy education. AACP leaders expressed their strong support for AFPE and announced that the Association would increase its support from \$7,500 to \$12,500 to fully fund a pre-doctoral fellowship and a Gateway scholarship.

18. Meeting with the Accreditation Council for Pharmacy Education (ACPE)

The Board met with several members of the Board and staff of ACPE and received updates on actions taken by ACPE in regard to school and continuing education provider accreditation. ACPE also provided information related to their submission of reports to the Department of Education, including a proposed set of policies and procedures for annual monitoring of accredited programs. The Board and ACPE guests then engaged in substantive discussions of the lessons learned in the testing of new and revised rubrics as part of self-study and on site visits for program accreditation, input to ACPE with recommendations for revision of guidelines, development of “lessons learned” resources (e.g., AACP News articles, presentations) to share with all AACP members, including unique strategies used by programs in meeting and exceeding accreditation requirement and/or preparing for self-study and related activities. ACPE shared that the top issues for most programs today include having adequate numbers of qualified faculty, sufficient experiential learning sites, faculty salaries and assessment program development. Subsequent discussion focused on each of these issues. There was also a discussion related to the forthcoming appointment of a new member of the ACPE Board of Directors which AACP will complete by October 2007 for the 2008-2012 term.

19. Academic-Practice Partnership Initiative Recognition Program

Arlene Flynn, Vice President for Professional Affairs, outlined steps leading to the selection of the first eight recipients of the Crystal APPLE Awards recognizing outstanding education/practice partnerships in experiential education. The Board specifically cited the collaboration with other national pharmacy practice organizations and the contributions of their staff to the selection process.

20. AACP Policy and Advocacy Agenda

Will Lang, Vice President of Policy and Advocacy, outlined the status of the Association’s priorities for the 110th Congress and related policy initiatives. Changes at the FDA to increase the involvement of pharmacy faculty in the work of the agency, increases in loan repayment funding and stronger support for programs funded in the Labor/Health and Human Services appropriation bill were among the areas reviewed. Specific report language in pending legislation sets the stage for additional AACP involvement in both programs to reach under served populations and NIH-funded grant programs. AACP leaders and staff will be meeting with FDA staff to discuss risk

communications and assessment in late July. Will also reported that a University of Maryland faculty member has been appointed to the MedPAC, the policy advisory committee for Medicare.

21. Science Program Update

President Speedie, Senior Vice President Ken Miller and Will Lang offered updates on several science policy and funding issues. NIH continues to move toward greater support of translational research efforts which will transform the research enterprise at member institutions. NIH reauthorization also places more attention on career development of new investigators but other programs (e.g., NCRR) have been suspended. Will also described a contract to evaluate medication therapy management programs awarded to the DeCIDE Center at the University of Illinois – Chicago. Ken Miller discussed follow up activities related to the February 2007 conference on Pharmacy-based Practice Research Networks, including state network development and national conference presentations.

NIPTE, a consortium of 11 pharmacy and engineering schools, has formally incorporated and has made progress in being explicitly identified as a priority under the new Reagan/Udall Foundation of the FDA to support manufacturing science in the public domain.

Executive Vice President Maine announced that the Cardinal Health Foundation has provided support for the work of the Pharmacy Practice Research Alliance and its efforts to forge consensus on research methods for the conduct of medication safety and use research. AACP, PPRA and Virginia Commonwealth University will jointly pursue AHRQ small conference grant funding to support a consensus conference in early 2008.

22. PharmCAS Update

Libby Ross, Vice President for Student Affairs, announced that 58 schools will participate in the fifth cycle of PharmCAS which began in May. This compares to 47 participating schools in the 2006-07 cycle. It appears that on campus visits to discuss use of PharmCAS and encourage school participation have been effective in encouraging a surge of participating schools. Additional schools have indicated interest in participating in the sixth and subsequent cycles. Libby reported that only 10 additional fee waivers are available for the current cycle from the \$40,000 approved by the Board in March for the waiver program. A discussion of the waiver policy, its implementation and future funding will be part of the October Board agenda.

23. Reports of the Chairs of Councils and ASCC

Patricia Chase, COD Chair, Kenneth Skau, COF Chair, and Ginger Scott, ASCC Chair, each provided the highlights of the year for their respective governance groups. In each case, committees and task forces have produced important work products available on the AACP Website.

24. Charges to the 2007-08 Committees

Incoming President Cynthia Raehl distributed the current list of committee members for standing, advisory and special committees for 2007-08. Charges to each group were discussed during the March retreat.

25. Briefings on Meetings Attended

Members of the Board provided brief updates on meetings attended on behalf of AACCP in the last quarter, including updates on the work of JCPP, the annual meeting of the Association of Faculties of Pharmacy of Canada and an international conference on active learning.