

**American Association of Colleges of Pharmacy
Board of Directors Meeting
February 5-6, 2010
Crystal Gateway Marriott
Crystal City, Virginia**

1. Roll Call

President Jeffrey N. Baldwin welcomed the Board and staff members present at the Crystal Gateway Marriott at 3:00 p.m. on February 5. The following board members participated in the discussion: John A. Bosso (Council of Faculties), J. Chris Bradberry (Council of Deans) by telephone on February 6, Rodney A. Carter (President-elect), Sudip K. Das (Council of Sections), Barbara Hayes (Council of Deans) Keith N. Herist (Treasurer), Michelle Kalis (Council of Sections), Patricia Kroboth (Council of Deans), Lucinda L. Maine (Executive Vice President), Patricia A. Marken (Council of Sections), Gary R. Matzke (Council of Faculties), John A. Pieper (Speaker of the House), Julie E. Szilagy (Council of Faculties), Victor A. Yanchick (Immediate Past President).

AACP staff included: Mark R. Anderson, Jennifer L. Athay, Daniel J. Cassidy, Melinda D. Colón, Barbra A. Gustis, Robert Kerr, Will G. Lang, Allan L. Lee, Kenneth W. Miller, Rebecca M. Morgan, Cecilia M. Plaza (by phone) and Sibum Ramamurthy.

Guests included Brian L. Crabtree (President-elect designate) and Virginia “Ginger” Scott (Council of Faculties chair-elect designate).

On February 5th, President Baldwin welcomed John Deadwyler and Denise Knight (on telephone) with the Bernard Consulting Group to the meeting to facilitate the strategic planning discussion (Item 16). He lead the Board and senior staff through a review of draft vision and missions statements which had been developed during a January 4-5 meeting of a subcommittee of the Board Strategic Planning Committee. Following substantive discussion of these the discussion then turned to refining five critical issues and adding one additional item. EVP Maine outlined remaining steps in the development of a new strategic plan and planning model. This included a review of the draft plan by deans attending the February 6-7 Deans’ Retreat, activities at the March leadership retreat and a dissemination of the product of the March retreat by delegates in April. Final consideration of the new strategic plan by the Board will occur at the July Board meeting and by the House of Delegates at their sessions in July.

2. Additions to the Agenda

Jeff Baldwin identified that two additional items had been identified for the agenda. New institutional memberships for schools achieving pre-candidate status for accreditation and consideration of a nominee for the Distinguished Service Award were added to the agenda. No additional items were identified.

On MOTION (Pieper/Das) the Board voted the following schools into Associate Institutional Membership in AACP: Concordia University School of Pharmacy, D’Youville University College of Pharmacy, Presbyterian College School of Pharmacy and University of Maryland Eastern Shore School of Pharmacy.

3. Conflict of Interest

President Baldwin read the conflict of interest statement and reminded Board members of their responsibility to identify potential conflicts of interest. Several conflicts were identified for Board members who had supported nominations or were close to candidates for major AACP awards. Each of them recused themselves from both the discussion and action for those items.

4. Approval of November 4-5 Minutes

On MOTION (Marken/Das) the Board approved the minutes of the November 4-5, 2009 Board of Directors meeting. COD Chair Kroboth abstained due to her absence at that meeting.

5. Pharmacy Education Assessment Services Update

Cecilia Plaza, Director of Academic Affairs and Assessment, provided an update on the development of the electronic assessment and accreditation management system. The advisory committee for the project met with AACP and ACPE project staff and the contractor (Liaison International) in January to review technical specifications and data views proposed for the system. Candidates for pilot and beta testing will be identified in the next several months and the system is estimated to be complete in October 2010. The system, when completed, will be available for use by all AACP member schools as part of their institutional membership.

6. Faculty Recruitment and Retention

Rebecca Morgan, Director of Communications, reviewed information submitted by 13 schools regarding their participation in the inaugural American Pharmacy Educators Week. Board members noted additional activities that their schools hosted and strongly recommended continuation of the project into additional years. There was substantive discussion regarding the Congressional resolution which needs a total of 50 co-sponsors but only has 10 to date despite sending deans, fellows and other leadership groups explicit instructions on how to solicit support from their elected representatives. Additional recommendations for strengthening communications and advocacy efforts between AACP headquarters and members were offered as part of the discussion.

7. Global Pharmacy Education

Immediate Past President Yanchick and EVP Maine provided a summary of recent work to advance the global pharmacy education agenda. The 2009-10 survey of schools' activities in the global arena has more than 50 respondents and the data from that survey will be used to maintain a clearinghouse of key contacts in the United States with schools in other countries seeking relationships and assistance in advancing pharmacy education around the world. The Board recommended specific future discussion regarding global activities in the AACP strategic planning process and a discussion related to ACPE's role in global quality assurance of pharmacy education.

8. Primary Care/Argus Commission

EVP Maine provided a brief summary of the discussions of the AACP Argus Commission, which included a meeting with representatives from medicine, nursing, dentistry, public health and physicians assistant education organizations. It was noted that discussions of primary care move quickly to interprofessional education and practice with other disciplines acknowledging that

pharmacists have important roles to play in increasing access to and the quality of primary care services. The Board encouraged the Argus Commission to include analyses of admissions issues and curricular modifications needed to admit and prepare future pharmacists as members of primary care teams.

9. Experiential Education Programs and ACPE Meeting Review

Vice President for Academic Affairs, Robert “Buzz” Kerr, described a number of projects which aim to advance experiential education, support of experiential education administrators and our on-going dialogue with ACPE. The Delphi analysis involving leaders of both the Section of Teachers of Pharmacy Practice and the Experiential Education Section will soon yield consensus on a limited (10 to 12) of performance dimensions applicable to all PharmD students prior to entering the advanced practice rotations. The Assessment SIG and Institutional Research and Assessment Committee will be asked to identify assessment tools and strategies appropriate for assessing student abilities for each performance dimension.

EVP Maine outlined the conversation she, President Baldwin and Past President Yanchick had with the ACPE Board of Directors in Scottsdale, AZ in January. The discussion included an update and questions on the above mentioned pre-APPE performance dimensions, an endorsement of work to include simulations in early experiential activities, and encouragement of ACPE to find meaningful ways to encourage innovations in pharmacy education.

Buzz Kerr also shared an overview of a new project supported by a grant from sanofi-aventis which will allow AACP to co-host a series of regional educational programs in 2010 for interprofessional faculty development related to chronic care management models built on lessons learned in the Health Resources and Services Administration (HRSA) Patient Safety and Clinical Pharmacy Services Collaborative.

10. Financial Update

On MOTION (Herist, Carter) the Board accepted the final report of the auditor for the 2009 Fiscal Year. As had been presented by Auditor Ed Angevine in November, AACP received a clean audit opinion for the year. The balance sheet grew by 12 percent with \$266,798 from operations, \$896,838 from sale of the Prince Street headquarters less \$562,416 in losses from the investment portfolio in FY 2009.

Daniel Cassidy, Chief Operating Officer, reviewed AACP financial performance for the first six months of FY 2010. Virtually all expense and revenue lines were performing at or above budget with the exception of sponsorships and advertising revenues which lag behind budget. AACP staff are continuously examining all expense categories to identify strategies for budget reductions. COO Cassidy also reviewed the performance year-to-date for AACP’s investment portfolio which came under new management in early 2009 and is performing close to benchmarks for the period. Dan also provided an update on the outstanding receivable from Merck & Co and efforts to establish contact with new staff assigned by the company to AACP.

The Board then engaged in a substantive discussion of factors that are pointing to the introduction of an institutional dues increase beginning in FY 2011. The AACP Finance Committee proposes an increase of \$2,000 per year for a period of three years. The increase will be sufficient to cover costs of the new assessment and accreditation system, increases in personnel costs (salary and benefits plus one new senior staff position) and modest increases in other operational expenses.

Staff and Council of Section leaders presented information on recent considerations regarding funding for the New Investigators Program for which funding had been lost in 2009. It is the consensus of the Board that the program should be restored, even with funding coming from AACP operations or investment funds. Continued attempts to work with the American Foundation for Pharmaceutical Education on funding proposals are strongly recommended.

11. Selection of AACP Award Winners

On MOTION (Carter, Das) the Board selected Mary Anne Koda Kimble (University of California San Francisco) to receive the 2010 Robert K. Chalmers Distinguished Educator Award.

On MOTION (Kalis, Kroboth) the Board selected Hartmut Derendorf (Florida) to receive the 2010 Volwiller Research Achievement Award.

On MOTION (Yanchick, Das) the Board selected for the 2010 Rufus A. Lyman Award the paper “An Enhanced Community Advanced Pharmacy Practice Experience Model to Improve Patient Care” by Rosemin Kassam, BSc Pharm, PharmD and Mona Kwong, BSc Pharm, MSc at the Faculty of Pharmaceutical Sciences, The University of British Columbia.

On MOTION (Hayes, Matzke) the Board selected Jimmy Mitchell to receive the Distinguished Service Award from AACP in 2010. The award may be presented during a retirement program for Jimmy later this spring as well as during the 2010 AACP Annual Meeting in Seattle.

Melinda Colón, Meetings and Governance Programs Manager, reviewed the status of committee review for the Paul Dawson Biotechnology Educator Award. As not all selection committee members had submitted their reviews, an electronic ballot will be circulated for Board action on the selection later in February.

12. Review of Award Criteria and Selection Processes

The Board engaged in a review of current awards, the clarity of the description and review criteria for each award and issues related to the review processes. Important considerations included the need for an updated definition of biotechnology education and research which will be led by the relevant sections via the Council of Sections. Insuring that reviews for the community engaged service recognitions do not have unintended negative consequences for community partner relationships was noted as a priority. A critical review of the description and criteria for the Volwiler award was also identified as necessary.

An ad hoc committee of the board with representation from each council was appointed to complete a review of the awards program. Members include Patricia Marken, Sudip Das, John Bosso, and Chris Bradberry. A meeting will be scheduled during the March retreat with a follow up report and recommendations presented in July.

13. AACP Policy Agenda for the Second Session of the 111th Congress

On MOTION (Bradberry, Kalis) the Board approved the AACP Policy Agenda for the Second Session of the 111th Congress.

14. Approval of the AACP Corporate Relations Policy

Gary Matzke, chair of the board working group charged to develop a corporate relations policy, presented a summary of the input received from AACP delegates on the draft policy. A preponderance of comments were recorded in support of the policy as written. There were some comments, especially from individuals with experience in continuing education program management, who questioned why the policy suggested a complete prohibition for acceptance of funds for accredited continuing education rather than suggesting that AACP accept such funding in compliance with ACPE and ACCME policies. There were examples provided of meeting funding that Board members were uncertain about with respect to compliance with the draft policy. The Board asked the working group to attempt to provide clarification with action on the policy anticipated at the March Board of Directors meeting.

15. American Foundation for Pharmaceutical Education Report

AFPE President Robert Bachman submitted a written report to the Board which focused on the difficulties the Foundation continued to have in securing sufficient funds to support all of its contemporary programs. For the second year, AFPE can make no contribution to the New Investigator Program administered by AACP. The Council of Section leaders summarized the strong support expressed by section leaders for continuation of the program, even if the total amount available might need to decrease temporarily from \$150,000 to \$100,000. The Board expressed its support for finding funds to re-establish the NIP in 2010.

On MOTION (Bradberry, Hayes) the Board asked EVP Maine to prepare for Board review a proposal to establish a new relationship between AFPE and AACP that would strengthen AFPE and allow it to continue and expand its future support of graduate education and research. The proposal would be submitted to the AFPE Board for its consideration at its February 18 meeting.

16. Report of the AACP Strategic Planning Committee

As noted in the introduction to the minutes, the Board spent substantive time providing input to draft strategic plan components on February 5th with planning consultant John Deadwyler. Follow up will occur during the March 25-27 retreat in Baltimore, MD.

17. Reports of the Chairs of the COD, COF, and COS

Chairs Patricia Kroboth, Gary Matzke and Michelle Kalis highlighted specific aspects of the written Council reports contained in the agenda material. Various committees and task forces are making substantial progress on their charges for each Council.

18. Reports from the Argus Commission and Academic Affairs Committees

Cecilia Plaza provided a brief summary of the November meeting of the Academic Affairs Committee whose charge is to assess the September 2009 Curricular Change Summit and make recommendations to AACP for follow up activities. They are providing input for the May 2010 AACP Institute which will focus on evidence-based strategies for active learning to promote critical thinking/problem solving.

19. Roundtable/Briefing on district, national and international meetings attended

Each member of the Board and senior staff offered reports of key meetings attended and updates on other matters related to the work of AACP during the roundtable.

The meeting adjourned at 3:45 p.m. on February 6 in the midst of an historic snow experience.