1. **Roll Call**

President Jeffrey N. Baldwin welcomed the Board and staff members present at the Hotel Monaco at 8:30 a.m. on November 4. The following board members participated in the discussion: John A. Bosso (Council of Faculties), J. Chris Bradberry (Council of Deans), Rodney A. Carter (President-elect), Supid K. Das (Council of Sections), Keith N. Herist (Treasurer), 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. Szilagyi (Council of Faculties), Victor A. Yanchick (Immediate Past President). Michelle Kalis (Council of Sections) and Patricia Kroboth (Council of Deans) attended portions of the meeting by telephone.


Guests on November 4 included Ed Angevine (Auditor), Susan Cassidy (BB&T Bank VP), and Ed Nell (BB&T Bank VP).

2. **Additions to the Agenda**

Jeff Baldwin called for additions to the agenda which had been prepared several weeks earlier but no items were identified.

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 whose schools were candidates for one of the community engaged service awards and each of them recused themselves from discussion and action for that item.

4. ** Approval of July 16-17, 2009 Minutes**

On MOTION (Matzke/Szilagyi) the minutes of the July 16-17, 2009 minutes were approved.

5. **Pharmacy Education Assessment Services (PEAS)/ Institutional Research and Assessment Committee (IRAC) Update**

Jennifer Patton, Director of Institutional Research, discussed the progression of activities under the umbrella of the Pharmacy Education Assessment Services program. This includes the joint project with the ACPE to build an electronic assessment and self-study management system. The contract with the selected vendor, Liaison International, is nearly final and work will begin in November taking approximately 12 months to complete. Jen also discussed the progress of implementing the Pharmacy Education Assessment Services section of the Web site.
Cecilia Plaza, Director of Academic Affairs and Assessment, provided an overview of the discussions of the Institutional Research and Assessment Committee which met in late September. The IRAC agenda included additional work building upon the IPPE Task Force and provides guidance specifically on assessment strategies for identified IPPE competencies.

6. **Global Pharmacy Education**

Past President Yanchick and EVP Maine reviewed additional progress made on defining AACP’s role in global pharmacy education and specifically the formation of an international alliance of pharmacy education associations and educators. The Global Alliance for Pharmacy Education will launch in early 2010 as an electronic networking community. A proposal to hold a one-day pre-session on faculty development around the world has been submitted for consideration as part of the Pharmaceutical Sciences World Congress to be held in November 2010 in New Orleans. Lucinda summarized the status of efforts to collaborate with FIP on global pharmacy education priorities and the challenges encountered in doing so. Strategic discussions are pending with FIP Executive Director Ton Hoek.

7. **Faculty Recruitment and Retention – Board Strategy**

Rebecca Morgan, Director of Communications, provided a detailed report on the activities of AACP and member institutions on the inaugural celebration of American Pharmacy Educators Week (October 25-31, 2009). There was ample evidence that members utilized the materials provided in the kits sent to each school and many have hosted academic career booths at career fairs or plan to do so. AACP continues its national and regional exhibit program with booths at the ACCP, AAPS, ASHP Midyear meetings this fall. Booths are planned for each APhA-ASP Midyear Regional Meeting as well. A complete review of activities for the week will be published in *Academic Pharmacy Now*.

8. **Experiential Education Program Portfolio of Products and Services Update**

Robert “Buzz” Kerr, Vice President of Academic Affairs, led a discussion on the portfolio of programs, projects and services supporting the delivery of quality introductory (IPPE) and advanced (APPE) practice experiences. The ACPE, in July 2008, encouraged the formation of an IPPE Task Force to outline the competency expectations, assessment strategies & tools for introductory rotations. The IPPE Task Force created a map of competencies to be achieved prior to the beginning of advanced practice rotations rather than just the required 300 hours specified by ACPE. The task force also supports the use of simulation for some competencies. As noted in item #5, the IRAC has been charged with developing recommendations related to assessments for IPPE/pre-APPE activities. The Experiential Education Section feedback on the initial competency list is that it should be “rationalized” to identify the essential IPPE competencies. President Baldwin, Past President Yanchick and EVP Maine are also scheduled to meet with the full ACPE board on January 21st to continue our dialogue about experiential education, simulation and innovation in pharmacy education.

Buzz Kerr provided information on the development of national partnerships with pharmacy practice organizations that are prepared to offer advanced pharmacy practice rotations, especially advanced community pharmacy rotations. Kerr Drug in North and South Carolina has expressed interest in piloting such an approach in partnership with AACP. In addition to student rotations
there is a possibility of offering faculty development sessions as traineeships or mini-sabbatical leaves. By CONSENSUS the Board indicated that this is a positive direction for AACP’s work to advance experiential education.

Buzz Kerr and Will Lang mentioned the work with the Health Resources and Services Administration Patient Safety Collaborative and the Alliance that is in formation to support continuation of this important work. Numerous AACP member schools are involved and providing important leadership in public/private partnerships with community health centers and other partners. The Board supported AACP participation as a founding member of the Alliance by electronic voting earlier in the fall.

9. Report of the Treasurer

Treasurer Keith Herist and COO Dan Cassidy led the discussion about several financial matters for fiscal years 2009 and 2010.

This included a presentation by Auditor Ed Angevine who presented a draft final version of the FY 2009 audit. According to the auditor it was an unqualified (clean) audit opinion with no management letter comments. He provided a perspective on progress AACP has made over the past several years on fiscal management, controls and timeliness of audit preparation.

First quarter revenues and expenses were reviewed noting that many significant revenue items such as dues and annual meeting registrations/exhibits are primarily recorded in this quarter. Most line items are performing as expected and the forecast for fiscal year net revenues is trending slightly ahead of budget mainly on account of the successful annual meeting and growth in PharmCAS applications.

AACP’s investment advisor presented 9-month performance results which showed the accounts tracking slightly behind the indices reflecting the cautionary entrance back into the market during the transition to the new advisor earlier this calendar year.

Dan Cassidy led a discussion about a potential dues increase for institutional members presenting data on historical financial results which show a trend of decreasing operating margins and the limits of PharmCAS net revenue to supplement other programs and overhead costs as well as a financial projection beyond FY2010. The Board determined further analysis should be coordinated through the Finance Committee at its January meeting with a report presented to the Board in March.

10. House of Delegates Outcomes

Former Speaker Rod Carter and Speaker of the House John Pieper led the discussion related to actions of the 2009 House of Delegates to refer several items to the Board of Directors or to the committee of origin. One proposed policy statement was returned to the 2008-09 Advocacy Committee for clarification. The Board determined that the recommendation to seek modifications in the ACPE Board would likely not be successful based on the recognition that ACPE had recently analyzed this themselves and determined a change in board size and composition was not advisable at this time. AACP will work to insure that an appropriate representation of deans is achieved in future appointment processes (see item 12). With regard to funding for residencies, the Board was reminded that as recently as April 2009 in a letter to the Senate Finance Committee, AACP continued its advocacy for residency program support from federal sources and will continue to press for funding for PGY1 and PGY2 support from all
sources (e.g., VA, Indian Health Service, state governments). The resolution related to support for the New Investigators Program was discussed as part of the discussion of AFPE, its current financial status and the possibility of transferring all responsibility for that program to AACP for 2010 and beyond.

11. **Approval of the Community Engagement Awards**

Melinda Colón, Governance Programs and Meetings Manager, presented the results of the final selection process for the 2010 AACP Student Community Engaged Service Awards. On MOTION (Pieper/Carter) the Board selected projects from Creighton University, Midwestern – Chicago, University of North Carolina – Chapel Hill and Purdue University to receive these awards.

Following a brief summary of the site visitation for the Institutional Transformative Community Engagement Award, on MOTION (Yanchick/Pieper) the Board selected the University of Missouri – Kansas City as the recipient of this award for 2010.

The Board requested a review of the criteria and selection processes for all AACP awards as part of the February Board agenda. This will include an assessment of gaps in our current recognition program as well as an assessment of whether the information provided to the Board is sufficient in all cases.

12. **ACPE Issues**

Patricia Kroboth and Chris Bradberry provided an overview of the process used by the Board subcommittee charged to identify finalists for AACP’s appointment of a member of the ACPE Board of Directors for the 2010-2016 term. Eleven candidates submitted dossiers for consideration. Stephanie Gardner, dean from University of Arkansas, was selected by majority vote using written ballots.

On MOTION (Pieper/Bosso) the Board approved the inclusion of one representative from each Council plus one officer of the Association on the committee constituted for future ACPE Board appointment processes.

The Board then engaged in discussions related to future dialogue with ACPE, including a visit in January with the Board by presidential officers and EVP Maine. Our priorities for this discussion include a focus on shifting from hours to outcome/competency assessment for experiential learning, clarity on the role of simulation and strategies for encouraging innovation in education. Preparation for the visit will require a critical examination of the evidence of the effectiveness of simulation, especially in high stress learning situations where patient safety can become an issue.

13. **Working Group on Industry Funding**

Gary Matzke, Chair of the Council of Faculties and chair of the working group on AACP/corporate relations, presented the current draft of the policy on corporate funding of AACP programs and activities and an analysis of the last three years’ funding by category. At present very few AACP educational programs receive corporate support and those that do abide by the guidelines and standards of ACPE and other relevant organizations. By CONSENSUS the Board agreed that the guidelines should be circulated to deans and delegates for comment. The Board will review the feedback and consider approval of the policy at the February meeting.
14. **Establishment of New Special Interest Groups**

Melinda Colón presented two new candidate special interest groups that had been proposed by the required number of members and endorsed by the SIG Cabinet. On MOTION (Marken/Bosso) the Board approved formation of the Pharmacogenomics SIG and the Assessment SIG.

15. **ASHP Commission of Credentialing (COC) for Residency Accreditation**

Arlene Flynn, Vice President for Professional Affairs, outlined current issues under discussion with the American Society of Health-Systems Pharmacists and its Commission on Credentialing related to the accreditation of non-US residency programs. The Board appreciated the potential benefits of growing residency training abroad and focused on the challenging issue of establishing equivalence in educational programs, concluding that there was not currently an assessment or a process that could be used consistently across diverse educational models to establish equivalence with the ACPE PharmD program standard. By CONSENSUS the Board agreed that ASHP should create a new international accreditation program and standard.

Recognizing that there are an increasing number of issues related to global pharmacy education and practice, the Board established a working group comprised of John Pieper, Gary Matzke, Vic Yanchick and Sudip Das to facilitate some focused discussion of issues over the next several months. This will begin with a conference call to be scheduled in December.

16. **2010 Deans’ Retreat**

Lucinda Maine provided a brief overview of the agenda for the 2010 Deans’ Retreat held just prior to the Interim Meeting in Crystal City, Virginia. The primary focus will be on accreditation with time also devoted to input for the new AACP strategic plan.

17. **Report of the Board Planning Committee**

Rod Carter, Chair of the AACP Strategic Planning Committee, presented a report on the October meetings of the committee and senior AACP staff. Working with the Bernard Consulting Group (BCG), the committee outlined elements of an enhanced planning model for AACP. The model will work to integrate plans and priorities across multiple levels of governance (e.g., board, councils, sections). Enhanced operational planning and more explicit monitoring using metrics to be defined as the model development process continues to mature. A Plan Development Committee comprised of the chairs-elect and staff liaisons for the three Councils, plus Rod Carter as chair and Lucinda Maine will meet with BCG in Kansas City in early January. Additional Board input on both the planning model and the plan elements will be on the February 2010 Board agenda.

18. **Membership Benefits & Communication**

Rebecca Morgan reviewed changes, primarily in moving current print publications to electronic formats, for the 2010 membership year. *Academic Pharmacy Now*, the faculty salary publication and the roster will all be published electronically beginning January 2010. Some publications will be available in print for a fee however the roster will only be accessible in electronic format.

19. **Outreach**
The Board discussed the current status of outreach visits to schools and recommended that better documentation of each visit become a priority for those participating. An effort should be made to reach out to schools that have not been visited and to encourage the involvement of other Board members beyond presidential officers and the EVP. The Board asked for one annual report on outreach, logically at the July Board meeting.

20. **Curriculum Summit**

Cecilia Plaza reported that 66 schools sent teams to the Curricular Change Summit and that the Academic Affairs Committee was meeting on November 12-13 to review the meeting and recommend next steps in providing guidance and support related to curricular change for members. It was recommended that AACP consider convening a meeting, potentially like an institute or summit, for non-US schools of pharmacy that are considering making substantive changes to their curricula.

21. **Priorities and Status of AACP’s policy agenda**

Will Lang, Vice President of Policy and Advocacy, provided a brief analysis of the status of healthcare reform legislation including an anticipated House of Representatives vote on November 7th. Key provisions that are important to pharmacy and health professions education are in all the current pieces of legislation and hopefully will remain intact in the final bill signed by President Obama. The AACP Advocacy Committee met in late October and examined primary care from the perspective of priority programs in the Health Resources and Services Administration of the Department of Health and Human Services.

22. **Update on Science Issues and Funding**

Ken Miller noted that a program is scheduled for Sunday, November 8th on the campus of the University of Southern California for individuals at schools that currently have or are considering the establishment of clinical scientist graduate programs.

23. **Reports of the Chairs of Councils**

During the discussion of council reports, Council of Faculties Chair Gary Matzke reviewed steps that had been taken to resolve several overlapping committee and task force activities planned independently by the Council and the Section of Teachers of Pharmacy Practice and noted that hopefully the new planning model will minimize the potential for such conflicts in the future.

24. **Briefing on district, national and international meetings**

Jeff Baldwin provided brief comments on the AACP/NABP District Meetings attended to date and noted that Rod Carter will attend the final meeting of District 4 in St. Louis, MO on November 11-13. The Board also discussed the November 2nd meeting of the AFPE Executive Committee and Finance Committee and the implications to both AFPE and AACP members of the contraction of AFPE funding. Several scenarios were discussed regarding the New Investigator Program and how AACP might support AFPE in the future. All other relevant meetings had been discussed as part of other agenda items.

25. **Briefing on October Committee Meetings**
A brief recap of the Professional Affairs Committee which met in late October was provided by staff liaison Arlene Flynn. This was one of the three standing committees assigned to examine key elements of the primary care priority.

26. **Roundtable**

After a roundtable sharing opportunity the meeting was adjourned by President Baldwin on November 5 at 1:30 p.m.