

**American Association of Colleges of Pharmacy
Board of Directors Meeting
October 08-09, 2008
The Westin Alexandria
Alexandria, VA**

1. Roll Call

President Victor A. Yanchick welcomed the Board and staff members present at the Alexandria Westin at 8:00 a.m. on October 8. The following board members participated in the discussion: Jeffrey N. Baldwin (President-elect), Rodney A. Carter (Speaker), Brian L. Crabtree (Council of Faculties), Sudip K. Das (Council of Sections), Barbara E. Hayes (Council of Deans), Keith N. Herist (Treasurer), Michelle M. Kalis (Council of Sections), Patricia D. Kroboth (Council of Deans), Lucinda L. Maine (Executive Vice President), Gary R. Matzke (Council of Faculties), Cynthia L. Raehl (Immediate Past President), Julie E. Szilagy (Council of Faculties), and David P. Zgarrick (Council of Sections). AFPE President Robert Bachman and AJPE Editor Joseph DiPiro participated as guests on October 8.

AACP staff included: Jennifer L. Athay, Daniel J. Cassidy, Melinda D. Colón, Barbra G. Eber, Arlene A. Flynn, Will G. Lang, Allan L. Lee, Kenneth W. Miller, Rebecca M. Morgan, Jennifer M. Patton, Cecilia M. Plaza and Sibum Ramamurthy.

2. Proposals for Additions to the Agenda

In response to President Yanchick's call for additions to the agenda the following items were identified: a request to modify criteria for the Chalmers Distinguished Educator Award (taken up as part of Item #11), a request to form an Administrative and Finance Officers special interest group and installation of Patricia D. Kroboth as Chair, Council of Deans. President Yanchick called upon Past President Cynthia L. Raehl to install Dean Kroboth as a member of the Board of Directors and Council Chair.

3. Conflict of Interest statement

President Yanchick read the Board's conflict of interest statement and called upon members to identify potential conflicts. Pat Kroboth identified a conflict with Item #11 related to the status of University of Pittsburgh as a finalist in the institutional community engagement award program. Subsequently in discussion, David Zgarrick identified a conflict with Item #13 (Journal expansion) related to his editorial role in a related publication. Both individuals recused themselves from the relevant discussions.

4. Approval of minutes July 17 -18, 2008 , Board of Directors meeting

On MOTION (Hayes, Carter) the Board approved the July 2008 minutes with a request to annotate the final minutes in those sections containing proposed statements of policy to identify the subsequent disposition of each such item by the 2008 House of Delegates.

5. Pharmacy Education Assessment Services (PEAS) Update

Jennifer M. Patton, Director of Institutional Research and Data Systems, reviewed progress related to the development of an Online Assessment and Accreditation System in collaboration with the Accreditation Council for Pharmacy Education (ACPE). A change in staff responsible for the project at ACPE has occurred and transition to new staff is complete. There have been several working sessions between AACP and ACPE and final vendor selection is the next priority. An advisory committee has been appointed and will meet initially in January 2009. Jen also announced that a competition identifying exemplary assessment practices modeled after the Innovations in Teaching competition will be launched this fall with the first award presentations planned for July 2009.

Cecilia M. Plaza, Director of Academic Affairs and Assessment, indicated that the Institutional Research and Assessment Committee (IRAC) will discuss the status of several programs and instruments to assess faculty satisfaction during their scheduled November 10-11 meeting and determine the relative priority for making additional tools available to the schools. IRAC will also review the results of the most recent analysis of the four curriculum quality surveys and make recommendations for subsequent changes to these instruments.

Staff are also scheduled to visit with staff at the Association of American Medical Colleges to discuss CURMIT, AAMC's system of mapping coverage of specific material across medical school curricula.

6. Global Pharmacy Education

President Yanchick and EVP Maine led a discussion on activities related to Issue X for 2008-09 – Global Pharmacy Education. EVP Maine noted that Rosalie Segraves has been retained as a consultant to support additional outreach and planning for the establishment of the Global Alliance for Pharmacy Education as announced in Chicago in July. Additional information was shared on the work of the International Pharmacy Federation (FIP) in the area of global pharmacy education as announced at the FIP Congress in Basel, Switzerland. It was noted that many current student pharmacists at US schools are passionate about global pharmacy activities and that the International Pharmacy Student Federation should be involved as appropriate in the activities of the Alliance. The Board asked for a discussion of renewed organizational membership in FIP as part of the February 2009 Board meeting agenda.

7. Faculty Recruitment and Retention – Board-initiated Communications Plan

Rebecca M. Morgan, Director of Communications, reviewed the status of several phases of the board-initiated communications plan addressing faculty shortage issues. Phase I included development and distribution of a brochure highlighting available AACP resources for new and continuing faculty. Promotion of Education Scholar, the newly released module for practitioner educators, is also part of Phase I. The final issue of *Academic Pharmacy Now* in 2008 features faculty recruitment and retention programs at member institutions.

Phase II of the project begins in October with initiation of an exhibit program at several national association meetings, including the American College of Clinical Pharmacy, the American Association of Pharmaceutical Scientists, the American Society of Health-System Pharmacists Midyear Clinical Meeting and the American Pharmacists Association. A regional student

meeting pilot will be included in the outreach strategy as well. AACP will continue its leadership and participation in the joint task force with AAPS, APhA-APRS and AFPE.

Preliminary plans for the third phase of the project include plans to initiate American Pharmacy Educators Week in October 2009. The AACP Communications team will work on a toolkit of resources for member institutions to use locally to highlight to students and the public the outstanding work of faculty and great career opportunities in academic pharmacy.

The Board emphasized the importance of identifying and showcasing examples of academic rotations and residency programs, of reaching graduate students and students enrolled in B.S. in pharmaceutical sciences programs and of reaching out to other disciplines (e.g., engineering, chemistry, public health) to attract additional career interest in academic pharmacy.

8. Update on Experiential Education Portfolio of Products and Services

Ken W. Miller, Senior Vice President, reviewed activities related to experiential education program development and support, including the recently concluded workshop for experiential education program administrators. He outlined plans to empanel a committee to develop competencies for introductory pharmacy practice experiences and identify assessment tools and mechanisms for use by schools and preceptors. Ken noted that the beta test of a national evaluation system for advanced pharmacy practice experiences continues under the guidance of former scholar in residence Doug Reid (Florida). Other experiential education priorities will continue once a new vice president for academic affairs is hired.

Vic Yanchick provided a report on the meeting hosted by ACPE in which he, Cindy Raehl and Lucinda Maine participated. AACP was able to outline key concerns and priorities related to academic program accreditation by ACPE. They also participated in discussions along with stakeholders from APhA and the National Association of Boards of Pharmacy on issues of ACPE governance and management of the growing workload associated with accreditation of many new programs.

9. Financial Update

Treasurer Keith N. Herist and Dan J. Cassidy, Chief Operating Officer, led discussions regarding Association financial matters, including review of a draft audit report for Fiscal Year 2008. The final audit will be available for approval at the February 2009 meeting after review by the AACP Finance Committee in December. Dan outlined final stages of the sale of the former headquarters property and how the Investment Committee would be engaged in developing recommendations on investment and use of proceeds from the sale. On MOTION (Carter/Das) the Board approved the Treasurer's Report, including a document outlining the specific duties of the AACP Treasurer.

10. House of Delegates Outcomes 2007/2008 (Carter, Maine)

AACP House of Delegates Speaker Rod Carter reviewed the outcomes of the 2008 AACP House of Delegates and sought input from Board members and staff on the most effective strategies for taking action on adopted policy and referred items. He noted that all adopted statements have been included in the Cumulative Policies 1980-2008 document. Membership actions have received appropriate follow through in terms of posting to the AACP Website and dues invoicing. Speaker Carter encouraged section and council leaders to examine the statements related to faculty and curriculum development as plans are outlined for the 2009 Annual Meeting and other

activities (e.g., task forces, committees). Speaker Carter requested that the Council of Sections and Council of Faculties leaders examine the intent of the referred statement on the establishment of a mentorship program for new faculty and bring recommendations to the March 2009 AACP Leadership Retreat for discussion. Other referred items from the July House sessions were taken up as individual agenda items.

11. Approval of the Inaugural Community Engagement Award Recipients

EVP Maine outlined the remaining steps ending in the selection of the inaugural recipient of the Institutional Community Engaged Service award to be presented in February 2009 at the Interim Meeting. By CONSENSUS the Board agreed to have the Immediate Past Chairs of the Councils (Crabtree, Hayes, Zgarrick) review the site team recommendation and affirm the final selection.

The Board also discussed the request to consider changes in the criteria for the Chalmers Distinguished Pharmacy Educator Award and specifically whether continued employment as a fulltime faculty member was necessary when nominating a potential recipient. The Board indicated they would consider revising the criteria during the February 2009 Board meeting and that current criteria should be used in the 2008-09 selection process.

12. Oath of the Pharmacist

Jennifer Athay, Director of Student Affairs, reviewed recommendations sent to AACP by APhA for non-substantive edits to the Oath of the Pharmacist approved by the AACP House of Delegates in July 2007. On MOTION (Carter, Kroboth) the Board approved the wording changes and requested that delegates be informed of the changes and rationale for making them in future House communications. The revised oath will be used in any forthcoming publications as well as for distribution to graduating seniors for Spring 2009 graduation events.

13. Expansion of the Journal

Joseph DiPiro, editor of the *American Journal of Pharmaceutical Education*, presented recommendations and budgetary information related to a proposed expansion of the *Journal* from six to eight issues in 2009 and 10 issues in 2010. The Board discussed the possibility of implementing page charges to cover additional costs but felt that the nature of the work published would not support such a policy. On MOTION (Hayes, Carter) the Board approved the plan to publish additional issues of *AJPE* beginning in 2009. On MOTION (Kroboth, Das) the Board requested an analysis of various strategies other than page charges for future revenue generation to offset additional publication costs.

14. Establishment of New Special Interest Groups

On MOTION (Matzke, Das) the Board approved formation of a Public Health Special Interest Group. On MOTION (Crabtree, Matzke) the Board approved formation of the Administrative and Finance Officers Special Interest Group.

15. Relationship with ASHP Commission on Credentialing (COC) for Residency Accreditation

Arlene F. Flynn, Vice President of Professional Affairs, provided an update on discussions with ASHP regarding a leadership role for AACP as part of the Commission on Credentialing. She presented final language for a memorandum of understanding between AACP and ASHP which was approved on MOTION (Matzke, Crabtree) by the Board. The Board then discussed the characteristics of candidates qualified for nomination by AACP to ASHP for selection as members of the Commission.

16. Managing Vendor Selection and Relations (Taboo Topic)

During the discussion of the “taboo topic” related to AACP’s relationship with a variety of types of vendors and partners, it was recommended that a simple set of written guidelines be developed to be used in future deliberations and vendor selection activities. Issues covered included identification of a dollar amount trigger for competitive bid processes, the length of time before rebidding is warranted, and considerations to be used when determining whether to work with a member institution to promote or develop a product or service.

17. Criminal Background Check Project

Jen Athay provided an update on the selection of a vendor and pilot schools to participate in the 2009-10 testing of a criminal background check process for applicants receiving admissions offers through PharmCAS. Each participating school is signing an individual contract with Certiphi Screening, the selected vendor, and the technology interface is being developed between Liaison International and Certiphi Screening.

18. Open Membership Model Analysis

The Board engaged in a thorough discussion of issues that had been raised by members in earlier discussions of a new membership model (open membership). The Board identified that the compelling rationale for changing to a non-dues membership affiliation for all faculty and staff of member institutions is to increase the value of Institutional Membership by removing all impediments to delivering programs and services to faculty and staff. Opportunities to use AACP communications and services to decrease the cost of doing business for member institutions should be identified. The Board recommended a phased approach to the new model with attention initially directed only to full and part time faculty and staff. Subsequent phases could reach out to preceptors and students as future faculty.

AACP staff will prepare material for review by the AACP Finance Committee call in December with detailed financial analyses (including staff time), operational steps in preparation for a phased implementation, and recommendations for navigating potential cultural changes that insure that active members continue their current level of engagement in the work of the Association.

19. Formation of a Working Group on Industry Funding

By CONSENSUS the Board approved formation of a small working group chaired by Gary Matzke, Chair-elect Council of Faculties, to examine the need for and guide the development of guidance documents related to the acceptance of industry funding for continuing education and

other activities. The initial focus should be on development of a policy to guide AACP activities followed by guidance for colleges and schools of pharmacy and their faculty. AACP will issue a call for examples of policies currently in force at member institutions as part of the background material review and preparation for the initial meeting of the working group.

20. Outreach

President Yanchick and EVP Maine reported on successful outreach visits occurring in the Fall semester and plans for future visits.

21. Curriculum Summit

President Yanchick reminded the Board of the charge to the 2008-09 Academic Affairs Committee to outline plans for a Curriculum Summit in 2009. He encouraged Board members to help identify the critical issues and questions that should be included in the work leading up to the Summit.

22. 2009 Dean's Retreat

EVP Maine reviewed the draft agenda for the 2009 Deans Retreat and confirmed the participation of Drs. Georges Benjamin, Harrison Spencer and Mary Woolley at the session. She will work with Council of Deans officers to finalize break out discussion topics and other retreat details.

23. Priorities and status of AACP's policy agenda

By CONSENSUS the Board approved the draft statement prepared by the Advocacy Committee articulating principles for health care reform discussions presented by Will Lang, Vice President of Policy and Advocacy. The document will be used in 2009 as AACP participates in a variety of activities initiated by Congress and the new Administration to critically examine the health care delivery and financing systems.

Will also outlined plans for the 2009 Interim Meeting, noted that a continuing resolution had passed to keep the federal government operating until March 2009 at the FY 2008 appropriations levels, and discussed on-going work with FDA to examine coverage of the science of safety in the PharmD curriculum.

24. Update on Science Issues and Funding

Ken Miller outlined proposed changes in peer review and grant proposal guidelines for the National Institutes of Health. A brief discussion of other science policy issues, including new leadership at key agencies completed this discussion.

25. Report of the Board Planning Committee

President-elect Jeff Baldwin outlined plans for a meeting of the Board's Strategic Planning Committee in Tucson, Arizona November 17-18. Members of the committee will participate in a meeting hosted by the National Alliance of State Pharmacy Associations immediately preceding the SPC meeting. Jeff shared preliminary thoughts about the key issue of his presidency under the title "Academic Pharmacy Vision 2020" and focusing on the role of the pharmacist as a primary care clinician.

26. Reports of the Chairs of Councils

Julie Szilagyi and Sudip Das, chairs of the Council of Faculty and Sections, provided an overview of their respective Council's agendas and committee assignments for 2008-09.

27. Briefing on district, national and international meetings attended

All Board members shared information regarding district, national and international meetings attended since July, including the first three 2008 AACPNABP District Meeting, JCPP and FIP.

The meeting adjourned at 2 p.m. on October 9th following a final roundtable time for sharing announcements and reflections from the meeting.