November 2006

NEW DELEGATES OF RECORD

This is the first quarterly bulletin to delegates of record for the 2007 AACP House of Delegates. The House of Delegates will meet during the 2007 AACP Annual Meeting, to be held July 14 - 18, in Orlando, Florida. In October, a notification was sent to the deans of member institutions informing them that delegates to the 2007 House of Delegates should ideally be determined by November 10, 2006. This bulletin is being sent to the current delegates of record based on information received to date from member schools. For those schools not responding to the October notification, the AACP Bylaws stipulate that delegates of record from the previous year’s HOD final session continue to serve until successors are appointed or elected. If there is a question about your status as a delegate please contact Melinda Colón at AACP. An important reminder — all delegates must be paid, active members of the Association. Be sure to renew your membership as soon as possible; renewal notices were mailed in the last several weeks. For questions about membership please contact Sarah Curtis at scurtis@aacp.org.

THE ROLE OF THE DELEGATE

Delegates are vital to the effective functioning of AACP. The AACP Board of Directors has adopted the following statement on the role of the Delegate:

“Besides the important role of officially representing either the faculty or the administration of the school during the annual meeting of the House of Delegates, it is the goal of the Board of Directors and the staff to use each delegate as a communication link between the school and the Association throughout the year. This communication is two-way by nature: delegates will receive bulletins, Association reports and advance mailings from the Association; delegates are expected to share this information with their institutional colleagues, respond to information requests and forward to the Association those pharmaceutical education issues of importance for study and appropriate action.”

Consequently, you will find significant information both in this and subsequent bulletins, and in any included attachments, which we urge you to review and share with colleagues at your institution. In 2006-07 delegates will specifically be asked to provide input on suggested changes to AACP structure and governance and related changes to the Association’s Bylaws. You are also encouraged to contact the staff at any time with questions or issues of importance to you and your colleagues.

ALTERNATE DELEGATES AND CHANGES IN DELEGATE STATUS

The AACP Bylaws provide a specific procedure to ensure representation in the AACP House of Delegates in the event that the delegates of record cannot participate in the meeting of the House. Each institutional member is entitled to one alternate administrative delegate and one alternate faculty delegate who are authorized to fill in for the delegate(s) of record when necessary. Alternate delegates are selected in the same manner as delegates. It is important that delegates share information and communicate with alternate delegates so that they can move into the delegate role smoothly if necessary. This approach will almost always make the appointment of a “last minute” delegate unnecessary.
There are, of course, rare occasions when neither delegates of record nor alternate delegates of record are able to attend the AACP House of Delegates meeting. The HOD standing rules of procedure provide that changes can be made in the delegates and/or alternates up to one week preceding the first House session. For the 2007 House of Delegates, the date all delegate changes must be received by AACP is Friday, July 6, 2007.

Notices of delegate changes must be received at AACP by letter, fax, or electronic mail from the office of the chief academic officer of the institutional member. Oral telephone notifications cannot be accepted.

2007 HOUSE OF DELEGATES SCHEDULE

The 2007 AACP Annual Meeting and Seminars will be held in Orlando, Florida, July 14 - 18. To facilitate your schedule planning, please be aware of the following activities and times (dates and times subject to change):

- Saturday, July 14 – 4:30 p.m. Delegate Briefing
- Sunday, July 15 – 7:00 a.m. Delegate Sign-In
- Sunday, July 15 – 10:00 a.m. First Session of the House of Delegates
- Tuesday, July 17 – TBD Open Hearing: Bylaws and Policy Development Committee
- Tuesday, July 17 – TBD Special Session: Reports of Standing Committees
- Wednesday, July 18 – 7:30 a.m. Delegate Sign-In
- Wednesday, July 18 – 8:30 a.m. Final Session of the House of Delegates

Delegates should make return travel arrangements to accommodate this schedule, anticipating that the final session of the House of Delegates will conclude no later than 10:30 a.m.

Finally, a copy of the House of Delegates Rules of Procedure is included with this bulletin for your information. Please review the Appendix (pages 6-10) for further details on the role and responsibilities of delegates.

ACTIONS OF THE 2006 HOUSE OF DELEGATES

The Final Session of the 2006 House of Delegates occurred on July 12 in San Diego, California, and resulted in the following actions:

- Accepted the Lebanese American University as a Regular Institutional Member, and University of Charleston, the University of the Incarnate Word, Pacific University and the University of Findlay as Associate Institutional Members of AACP
- RESOLVED that AACP and its member institutions be encouraged to develop metrics that can be employed to document and evaluate the impact of faculty citizenship and service scholarship, and
- Further RESOLVED that AACP facilitate investigation and programming to provide information, implementation strategies, and shared experiences on metrics used to document and evaluate the impact of faculty citizenship and service scholarship.
- Rescinded the RGAC policy statement from 1988 which stated: AACP recognizes and strongly supports the primary function of the colleges and schools of pharmacy as being professional education, and recognizes that graduate education should not compete with, but complement, professional education. AACP should take an active leadership role in promoting pharmaceutical graduate education and research, and replaced it with the following policy statement.
- RESOLVED that AACP should assume a leadership role in promoting pharmaceutical sciences graduate education and research and in integrating the goals of professional pharmacy education and graduate education and research
- AMENDED the AACP Bylaws to allow for the election of a Speaker of the House of Delegates and a Treasurer, expanding membership on the AACP Board of Directors by two positions and established a standing Advocacy Committee.
THE 2006-07 ASSOCIATION YEAR — A DELEGATE’S CHECK LIST

Delegates are encouraged to be particularly aware of key events in the Association year that are of interest to all members. Questions about these activities should be directed to the staff member listed.

- **Association Awards** — Nominations currently are being sought for AACP’s Robert K. Chalmers Distinguished Pharmacy Educator, Vowiler Research Achievement, and Paul Dawson Biotechnology awards. Criteria and procedures for nominations appeared in the September issue of the *AACP News* and are also available online under “Faculty Development.” Delegates are encouraged to promote the Association’s awards programs and assist in identifying and fostering potential nominees at their respective institutions. Completed nomination packages should arrive at the AACP offices no later than Friday, December 1, 2006. [Staff Contact: Melinda Colón]

- **Election of Officers** — Future elected leaders of the Association and its councils and sections are being determined this month. Ballots were sent to all paid, active members of the Association electronically on November 1, 2006. This year’s election included a slate of candidates for the new position of AACP Treasurer. Election results will be announced in December and new officers will be installed at the 2007 annual meeting in Orlando. [Staff Contact: Melinda Colón]

- **Membership Drive** — Individual membership in AACP is renewed annually and runs from January 1 through December 31. Delegates play a vital role in encouraging AACP membership among faculty, adjunct faculty, and graduate students. In addition to subscriptions to the *American Journal of Pharmaceutical Education* and *AACP News* and reduced registration fees to AACP meetings, AACP regular members receive the *AACP Roster*, a directory of Teaching Personnel in Colleges and Schools of Pharmacy, and the *Profile of Pharmacy Faculty*. Membership in AACP also makes one eligible to be considered for AACP’s awards, professional development, and grants programs.

  The AACP Board of Directors has continued two targeted membership initiatives again this year: a special graduate student membership fee of $15 and complimentary membership for full-time faculty members during the first year of their first full-time academic appointment in a college or school of pharmacy. At the beginning of each academic year, deans of member colleges and schools are requested to submit the names of all “individuals holding their first full-time teaching faculty appointment in a school of pharmacy.” To assure that all eligible faculty benefit from this complimentary membership, we ask that you remind your dean to submit a completed membership application, together with a note verifying eligibility, for all first-time faculty who join the college subsequent to submission of the initial list.

  The dues structure for January 1-December 31, 2007: — $100/individual; $150/joint; $1,600/lifetime. Multi-year memberships and special contributions are welcome. [Staff Contact: Sarah Curtis]

- **Meetings — Annual and Interim** — The AACP Annual and Interim Meetings along with the Academic Institute are among the major events of the Association year and offer unparalleled professional development opportunities for faculty and administrators. Delegates are encouraged to promote participation in these meetings and to refer colleagues to the Association’s publications and Web site for meeting programs and registration details.

  The 2007 AACP Interim Meeting will be held February 3 – 7 at the Crystal City Gateway Marriott, Arlington, Virginia. This year’s interim meeting, “Engaging Communities: Pathways to Learning, Scholarship and Service,” draws attention to the importance of connecting the education, research and service of our faculty and students with the needs of our communities locally, regionally and beyond. Resources for strengthening our community engagement and means to measure and evaluate the impact it has on communities is the essence of this early 2007 meeting. More information about the interim meeting is available on the AACP Web site at [www.aacp.org](http://www.aacp.org).
The 2007 AACP Annual Meeting and Seminars will be held July 14 - 18 at the Disney's Yacht & Beach Club Resort in Lake Buena Vista, Florida. The theme for the meeting will be “Celebrating Excellence.” Complete information about the meeting will appear on the AACP Web site as it becomes available. See notes below regarding calls for abstracts and special sessions. Changes and updates to the program will be made as necessary, so check the site frequently for the most up-to-date information.

A FINAL WORD ABOUT AACP OPPORTUNITIES FOR MEMBERS

Numerous opportunities exist within AACP for faculty and students to enhance and enrich their research, teaching, and service activities. This is one of the primary values of Association membership. As a delegate, you are encouraged to be aware of these programs and refer colleagues to the appropriate Association staff listed in the Roster for information and assistance. Among the many opportunities for AACP members are:

Call for Special Sessions —

All AACP members are invited to submit proposals for 90-minute special sessions for the 2007 AACP Annual Meeting to be held July 14 - 18 at the Disney's Yacht & Beach Club Resort in Lake Buena Vista, Florida. “Celebrating Excellence” is the meeting theme. Special sessions are distinct from programs planned by Association units (councils, academic sections, special interest groups). Special session presenters may request their sessions to be considered for Continuing Pharmaceutical Education credits. Deadline for receipt of proposals at AACP is January 16, 2007.

Committee Volunteers —

AACP President-elect Cynthia L. Raehl is seeking volunteers for committee service and suggestions for presidential priority issues as she begins to make plans for the 2007-2008 Association year. Please encourage members to take advantage of this opportunity to serve on a committee and have input into the Association’s decision making. The ability to volunteer for service and suggest agenda items will be available online soon. Click on “Call for Committee Volunteers,” which will bring up a form that can be completed and submitted online. The last day to volunteer for a 2007-08 committee is March 15, 2007.

Call for Research Poster Abstracts —

The Academic Sections Coordinating Committee (ASCC) invites all AACP members to submit abstracts of research posters for the 2006 AACP Annual Meeting to be held at the Disney's Yacht & Beach Club Resort in Lake Buena Vista, Florida. Poster sessions are scheduled for Sunday, July 15 and Monday, July 16. Information can be found in the December issue of the AACP News and on the AACP Web site. Deadline for submission is Friday, February 16, 2007.

Grant Programs —

• New Investigators Program for U.S. Pharmacy Faculty — fostering the “start-up” research endeavors of faculty in the first five years of an academic career with 10 - 15 annual competitive grants of $10,000. More information about this program is available on the AACP Web site under the “For Faculty” section. Notification of intent to submit is April 24, 2007; and the deadline for applications is May 24, 2007.

• Wal-Mart Annual Conference Scholarship Program, funded by a grant from Wal-Mart, was created in 2005 to address the need for well-prepared, passionate faculty for the expanding enrollments and number of colleges and schools of pharmacy across the country. The objective of the program is to strengthen the recipient’s skills and commitment to a career in academic pharmacy through their participation at the AACP Annual Meeting and Seminars. Fifty to sixty $1,000 scholarships will be awarded for the 2007 program to qualified student/faculty pairs. Application materials are now available on the AACP Web site (www.aacp.org), with the deadline for applications due April 3, 2007.
Faculty Development Programs —

- AACP Brodie Scholar-in-Residence — competitive, sabbatical-related program for mid-career academy members seeking to explore and research key policy and/or educational issues of importance to pharmaceutical education;
- AAAS/AACP Congressional Fellowship — competitive, sabbatical-related program for mid-career academy members supported by AACP, in which the successful fellow works for one year as a personal or committee staff member within the U.S. Congress.
- Leadership Fellows Program — a yearlong program designed to develop the nation’s most promising pharmacy faculty for roles as future leaders in academic pharmacy and higher education. Participants include faculty and administrators from pharmacy colleges and schools. The four-session program includes self-assessment, peer assessment, in-depth leadership development, team building, exploration of legislative and public policy issues critical to pharmaceutical and higher education, administrative competencies development, and application of leadership experiences.

The AACP News and Web site carry the calls, criteria, and deadline dates for these and other programs throughout the year. Remember, as a delegate, you can provide an important communication link between AACP and your institution. Please encourage your colleagues and students to take advantage of the opportunities offered through AACP. Encourage them to read the AACP News, either in print or on the AACP Web site, and check the Web site on a regular basis for up-to-date information on the Association and its activities and programs.

cc: AACP Board of Directors
    2006-07 AACP Bylaws & Policy Development Committee
    L.B. Brown, Parliamentarian

Enclosures: AACP House of Delegates Rules of Procedure