

November 2008

NEW DELEGATES OF RECORD

This is the first quarterly bulletin to delegates of record for the 2009 AACP House of Delegates. The House of Delegates will meet during the 2009 AACP Annual Meeting, to be held July 18 - 22, in Boston, Massachusetts. In October, a notification was sent to the deans of member institutions informing them that delegates to the 2009 House of Delegates should ideally be determined by November 21, 2008. 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 [Deidre Royal](#) 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.** [Staff Contact: [Angie Edwards](#)]

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. 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 2009 House of Delegates, the date all delegate changes must be received by AACP is Friday, July 10, 2009.

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.**

2009 HOUSE OF DELEGATES SCHEDULE

The 2009 AACP Annual Meeting and Seminars will be held in Boston, Massachusetts, July 18 - 22. To facilitate your schedule planning, please be aware of the following activities and times (dates and times subject to change):

HOD Bulletin
November 2008

Saturday, July 18 – 4:30 p.m.	Delegate Briefing
Sunday, July 19 – 7:00 a.m.	Delegate Sign-In
Sunday, July 19 – 10:00 a.m.	First Session of the House of Delegates
Tuesday, July 21 – TBD	Open Hearing: Bylaws and Policy Development Committee
Tuesday, July 21 – TBD	Special Session: Reports of Standing Committees
Wednesday, July 22 – 7:30 a.m.	Delegate Sign-In
Wednesday, July 22 – 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 2008 HOUSE OF DELEGATES

The Final Session of the 2008 House of Delegates occurred on July 23 in Chicago, Illinois, and resulted in the following actions:

- Accepted the Belmont University School of Pharmacy, California North State College of Pharmacy, Chicago State University College of Pharmacy, Harding University College of Pharmacy, Lipscomb University College of Pharmacy, Sullivan University College of Pharmacy, Thomas Jefferson University School of Pharmacy, Touro College of Pharmacy – New York, and Union University School of Pharmacy into AACP membership.
- Passed resolutions related to Introductory Pharmacy Practice Experiences, biotechnology and the curriculum, biotechnology and faculty development, health information technology, student and faculty development for global health care, cognitive/ethical development of students, research on outcomes of drug therapy, faculty development for translational research and practice-based research network development and experiential education urging employers to identify, develop and reward preceptors for their contributions to pharmacy education.
- Approved a change in Associate Institutional Membership Dues beginning in FY 2010 to make them equal to Regular Institutional Member Dues.
- Referred resolutions related to an open membership model and mentorship program for new faculty to the AACP Board for further study
- Amended the AACP Bylaws to implement a variety of changes formerly approved by delegates, including establishing the Council of Sections, eliminating the Affiliate Institutional category of membership and other governance changes. The revised bylaws document is available via the following link:
http://www.aacp.org/Docs/AACPFunctions/AboutAACP/9454_AACPBylawsApprovedbyHODJuly2008.pdf

A complete set of minutes for the two sessions of the 2008 AACP House of Delegates is accessible via the link below:
http://www.aacp.org/Docs/AACPFunctions/Governance/9640_OfficialHODMinutes08.pdf.

THE 2008-09 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** — Announcements made beginning in September called for nominations for AACP’s Robert K. Chalmers Distinguished Pharmacy Educator, Volwiler Research Achievement, and Paul Dawson Biotechnology awards. Criteria and procedures for nominations appeared in the *Special Edition of Academic Pharmacy Now* and are also available online under “For Faculty.” Delegates are encouraged to promote the Association’s awards programs and assist in identifying and fostering potential nominees at their respective institutions. Email the dossier **no later than Monday, December 1, 2008**. [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 3, 2008**. Elections are open until December 1. Results will be announced in December and new officers will be installed at the 2009 annual meeting in Boston. [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 *Academic Pharmacy Now* (formerly *AACP News*) and reduced registration fees to AACP meetings, AACP regular members receive the *AACP Roster*, the 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. An e-mail was sent to more than 300 first-time faculty informing them of their 2009 AACP complementary membership. 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 after Sept. 1.

The dues structure for January 1-December 31, 2009: — \$100/individual; \$150/joint; \$1,600/lifetime.
[Staff Contact: [Angie Edwards](#)]

- **Meetings — Annual and Interim** —The AACP Annual and Interim Meetings 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 2009 AACP Interim Meeting will be held February 21 – 25 at the Crystal Gateway Marriott, Arlington, Virginia. This year’s interim meeting, “*Academic Pharmacy’s Role in Value-Driven Healthcare*,” draws attention to the value of academic pharmacy in healthcare policy development and provides an overview for healthcare reform and the future toward which the Academy must be educating. It will provide a basis for creating an academic curriculum which meets the public’s expectations and creates opportunities for new knowledge creation and translation. More information about the interim meeting is available on the AACP Web site at www.aacp.org.

The 2009 AACP Annual Meeting and Seminars will be held July 18 - 22 at Westin Boston Waterfront in Boston, Massachusetts. The theme for the meeting will be “*Leading the Revolution*.” 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.

HOD Bulletin

November 2008

In keeping with President Yanchick's call for a Curricular Summit, AACP will convene a summit open to a team from all colleges and schools of pharmacy in September 2009. This will take the place of the traditional Academic Institute this year.

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 2009 AACP Annual Meeting to be held July 18 - 22 at the Westin Boston Waterfront in Boston, Massachusetts. "*Leading the Revolution*" 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 be considered for Continuing Pharmaceutical Education credits. **Deadline for receipt of proposals at AACP is December 15, 2008.**

Committee Volunteers —

AACP President-elect Jeffrey N. Baldwin is seeking volunteers for committee service and suggestions for presidential priority issues as he begins to make plans for the 2009-2010 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 2009-10 committee is March 27, 2009.**

Call for Research Poster Abstracts —

The Educational/Council of Sections (COS) invites all AACP members to submit abstracts of research posters for the 2009 AACP Annual Meeting to be held at the Westin Boston Waterfront in Boston, Massachusetts. Poster sessions are scheduled for Sunday, July 19 and Monday, July 20. Information can be found in the November issue of the *AACP E-alert* and on the AACP Web site. **Deadline for submission is Tuesday, February 17, 2009.**

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 22, 2009; and the deadline for applications is May 20, 2009.**
- **AACP Wal-Mart Scholars 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. \$1,000 scholarships will be awarded for the 2009 program to qualified student/faculty pairs. Application materials will be available on the AACP Web site (www.aacp.org), in January 2009 with the deadline for applications due **February 16, 2009. [Staff Contact: [Jen Athay](#)]**

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 *E-alert* and Web site carry the calls, criteria, and deadline dates for these and other programs throughout the year. Remember, as a delegate, you 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 E-alert*, 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
2008-09 AACP Bylaws & Policy Development Committee
L.B. Brown, Parliamentarian

Enclosures: AACP House of Delegates Rules of Procedure