Reports and Associated Materials for Delegates

Included with this bulletin are links to the following association documents intended to familiarize all delegates with their roles and responsibilities during the meeting next month. Please review these materials carefully before the meeting. The first section includes links to those documents providing background information for the business before the House as of June. The other documents reflect the work of committees and councils for 2015-16.

Reports and Background Materials for Proposed Policies and Resolutions

- Preliminary Report of the Bylaws and Policy Development Committee (June Version)
- Background Material for the Standing Committee: Professional Affairs
- Background Material for the Standing Committee: Research and Graduate Affairs
- Background Material for the Special Taskforce on Diversifying our Investment in Human Capital
- Background Material for the Global Pharmacy Education SIG Resolution
- Background Material: Strategic Plan 2016-2019
  - This document contains a detailed version of the proposed Strategic Plan and the eight strategic priorities guiding our association from 2016 to 2019. The strategic planning process involved numerous stakeholder discussions to develop a comprehensive plan addressing the unique opportunities and challenges facing our academy in the coming years.
- Background Material for the Institutional Dues Resolution and Strategic Plan Budget
  - This document contains the background material and rationale for the proposed dues increase along with specific guidelines within which the funds can be allocated.

AACP Committee and Council Reports

- Reports of the Standing Committees: Compiled Recommendations and Suggestions
- Report of the Standing Committee: Academic Affairs
- Report of the Standing Committee: Advocacy
- Report of the Standing Committee: Argus Commission
- Report of the Finance Committee
- Report of the Nominations Committee
- Chair Report of the Council of Deans
- Chair Report of the Council of Faculties
- Chair Report of the Council of Sections
- Report of the Editor, American Journal of Pharmaceutical Education

Reports from Affiliated Organizations

- Report of the Accreditation Council for Pharmacy Education
- Report of the American Foundation for Pharmaceutical Education
- Report of the National Association of Boards of Pharmacy
Key HOD Reference Documents

- AACP Bylaws
- House of Delegates Rules of Procedure
- Cumulative Policies of the Association
- AACP Strategic Plan (2010-2016)
- Delegates of Record
- HOD Delegate Orientation and Tips

Events and Activities for the House of Delegates

The Schedule for HOD-related activities is posted in this bulletin in the blue bar to the right of this page.

If you require additional assistance or special seating accommodations due to a disability please contact: House Secretary Maine by July 15th.

Delegate Changes – Deadline July 15th

Please remember that 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. The HOD standing rules of procedure provide that changes can be made to the delegates and/or alternates up until one week prior to the first House session. For the 2016 House of Delegates that date is July 15th. Changes must be transmitted to AACP via email. Please review Delegates of Record and contact Terry Ryan at tryan@aacp.org to request a change or ask questions related to delegate representation. Please make sure that all delegates and alternates from your institution have paid their individual AACP dues for calendar year 2016. Delegates cannot be seated if their membership dues have not been paid.

Speaker-elect Voting

AACP will be holding an election during the second HOD session to select a Speaker-elect for the House. Candidates Craig D. Cox (Texas Tech University) and Michael L. Manolakis (Wingate University) will address the delegates at both HOD sessions. There will be an opportunity during the first HOD session to nominate Speaker-elect candidates from the floor. Delegates must check-in with the credentialing committee before the second HOD session to be eligible to vote in the election.

Delegate Credentialing

The Credentials Committee is available to sign in delegates from 7:00-8:00 a.m. on Sunday, July 24, and from 7:00-8:00 a.m. on Wednesday, July 27. Delegates will not be seated for voting unless they sign-in with the credentialing committee before both HOD sessions.
Policy Recap and Delegate Orientation Sessions

Delegates are reminded that a recording of the Policy Review webinar and the New Delegate Orientation webinar are posted to the HOD Annual Meeting Materials Web site. Both experienced and new delegates are encouraged to review these sessions. Please note that AACP will not be holding an onsite orientation at the Annual Meeting to cover this material.

HOD Order of Business

The House of Delegates Rules specify an agenda known as the Order of Business which will be published in advance of any meeting of the House to inform Delegates and other interested parties of the approximate timetable when items of business will be put before the House. This Order of Business may be changed at any meeting by suspending this Rule in accord with Rule of Procedure 2. The remarks of the President will be delivered in the Opening General Session.

Proposed Order of Business: House of Delegates First and Second Sessions

First Session
1. Call to Order
2. Report of the Credentials Committee
3. Greetings from Other Associations
4. Incoming President's Address
5. In Memoriam
6. Recognition of New Deans and New Faculty
8. Treasurer’s Report
9. Report of the Editor, AJPE
11. Report of the American Foundation for Pharmaceutical Education
12. Receipt of Standing Committee Reports
13. Report of the Nominations Committees
14. Remarks by the Speaker-elect Nominees
15. Other Business
16. Adjournment until Final Session

Second Session
1. Call to Order
2. Report of the Credentials Committee
3. Report of Council Chairpersons
4. Report of the Executive Vice President
5. Final Report of the Bylaws and Policy Development Committee
6. Election of Speaker-elect (even numbered years only)
7. Unfinished Business
8. New Business
9. Installation of Officers and New Members of the Board of Directors
10. Adjournment

We look forward to seeing you at the 2016 Annual Meeting!

Quick Tip
The AACP House of Delegates is required to stick to the guidelines put forth in the Rules of Procedure regarding delegate changes. Updates are due by July 15, 2016. To be prepared, please:

1. Verify and update your Delegates of Record on or before July 15th (email changes to hod@aacp.org)
2. Arrive and receive credentials before each HOD session during the allocated window (7:00a.m.-8:00a.m. Sunday and Wednesday) so you are eligible to vote!