

Appendix A

Proposal process (draft 1, 11-22-2010)

- Resolutions will be accepted year-round
 - Call for resolutions quarterly Sept 1, Nov 1, Feb 1, April 1 via email listserv
 - Link to the online resolution submission form should be included in the call
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 - The committee would prefer a discussion forum for resolutions rather than a listserv
- A resolution is submitted to committee using an online submission form. Submission will automatically generate an email of notification and send this to the committee chair. In absences of an online form, a pdf form will be posted with instructions for submission at the Section's website. The form will be submitted to the resolutions chair as described in the resolutions call.
 - The submission form will include the following
 - Date
 - Name of submitter
 - Names of
 - Proposed resolution
 - Concise Statement of Need for the resolution
 - Area to upload supporting documents
 - Rationale for current wording
- The Committee will then work with the submitter to refine wording of resolution, refine statement of need, collate background documentation, and create an FAQ to address specific questions and responses to those questions. This will be referred to as the "resolution package".
- The resolution package, once finalized, will be distributed to the membership for an open comment period or referred back to the submitter.
- If referred back to the proposer, the proposer will receive a written report from the committee explaining the reason for the return.
 - Reasons for returning the proposal back to the submitter include:
 - Not appropriate for the Section
 - Overlap with previous resolution
 - Acceptable with minor revision
 - Supporting documentation / documentation of need insufficient at this time
 - Additional explanations of wording needed
 - Acceptable with major revision
- The resolution package will be posted to Section listserv (*a webpage with discussion forum would be preferable*) for member comments 35 days prior to Annual AACP and ASHP Midyear meetings.
 - The comment period will last for 14 days.

- The committee and submitter will review comments and determine if changes are warranted
- The submitter will have 7 days to address comments and make any changes
- The final resolution package will be posted to the listserv / website 14 days prior to meeting during which the vote will occur.

During the presentation of the resolution for vote during a meeting, the presenter will

- Remind membership of posted resolution under discussion
- Briefly summarize the resolution and relevant background information
- Briefly review Robert's Rules of Parliamentary Procedure

Currently, this proposal appears consistent with the current listserv rules located at

<http://www.aacp.org/governance/SECTIONS/Documents/Listserv%20Instructions.pdf>

Submission forms should be submitted directly to the resolutions chair

Action Items:

- Investigate the listserv rules to see if the proposal above is consistent with the intended use of the listserv and if the listserv will function in the manner needed.
- Survey submitters of resolutions for process related feedback
- Develop an online resolution, policy statement, and recommendation submission form.

Important links

Sections Standing Rules of Procedure

<http://www.aacp.org/governance/SECTIONS/pharmacypractice/Documents/PharmacyPracticeStandingRules.pdf>

Section Committees' Final Reports 2010

<http://www.aacp.org/governance/SECTIONS/pharmacypractice/Pages/PharmacyPracticeCommitteeReports.aspx>

Resolution and Amendment Background Document

Proposed Recommendation #1

The AACP section of Teachers of Pharmacy Practice recommends the Council of Faculties create a new standing committee entitled Faculty Recruitment/Retention Committee.

Rationale for Establishing a Separate Recruitment/Retention Committee

As clearly stated in a discussion paper prepared by the American Pharmacists Association and the American Society of Health-System Pharmacists and published on November 23, 2010, "faculty recruitment and retention has been identified as one of the top issues and challenges of colleges and schools of pharmacy. Nationally there is a severe shortage of faculty in colleges of pharmacy." The report further states that "faculty members moving to another school of pharmacy is one of the top factors in vacancies. It is likely that some faculty members are taking opportunities at the newer schools for higher paying positions and opportunities to build new programs. Because the pool of candidates is not sufficient to address the current faculty shortage, it is difficult to understand how more schools are going to find qualified faculty without enticing faculty members from established schools. With more schools on the horizon and absent an influx of net new faculty, it is likely that further 'dilution' of the current faculty pool will continue, impacting the overall ability of the schools and colleges to meet the educational needs of student pharmacists."

In summarizing this section, these two organizations conclude that "there is a serious shortage of qualified, experienced faculty at schools of pharmacy nationwide, and this may well compromise the quality of education for student pharmacists. The shortage of qualified, experienced faculty may also reduce the leadership and professional mentorship of student pharmacists. These problems have been recognized in academia and are being addressed; the practice and educational communities should jointly assess how to build on these efforts."

With this in mind, it is obvious to members of the Faculty Development Task Force of AACP Section of Teachers of Pharmacy Practice that a separate committee dedicated to ensuring that this most critical concern related to the continued expansion of pharmacy education is addressed. This separate committee would help identify opportunities for recent graduates to seek careers in academia including the creation of clinical fellowships in which academic career development is emphasized.

Ref: Concern about the Accelerating Expansion of Pharmacy Education: Time for Reconsideration. A discussion paper prepared by the American Pharmacists Association and the American Society of Health-System Pharmacists - November 23, 2010.

Question and Answers regarding Resolution:

Question: The COF has a "Faculty Affairs Committee" already designed to address, "faculty issues and concerns in the areas of development, curriculum, accreditation, faculty benefits, tenure, academic freedom, and other contemporary issues." Cannot the issue of retention and recruitment be a standing charge? Why recommend creating a new committee within the COF?

Response: To add recruitment and retention on to the Faculty Affairs committee would take away from the other issues that the Faculty Affairs Committee focuses on. These issues are valuable, and attention shouldn't be taken away from them. Therefore, a committee solely dedicated to faculty recruitment and retention should be recommended.

Question: The COF and / Chair can create a new committee to address issues as they arise. "This Council or the Chair may establish additional committees as deemed necessary to carry on the work of the Council. Such committees may be continued only until their specific mission has been completed." Why recommend a "standing" committee.

Response: This issue has been around for some time now, and does not show any promise of going away quickly. The issue of recruitment and retention is ongoing. As long as there are colleges of pharmacy there will be recruitment and retention issues. It should become a standing committee because the need will not dissipate anytime in the near future.

Submitted by: Faculty Development Task Force

References:

Concern about the accelerating expansion of pharmacy education: Time for reconsideration. A discussion paper prepared by APhA and ASHP. Nov 2010

Proposed Amendment #1

The AACP section of Teachers of Pharmacy Practice recommends the Faculty Development Task Force become a standing committee of the section.

Rationale: The number of colleges of pharmacy and pharmacy faculty continue to grow at a fast pace, and with this, the number of pharmacy practice faculty continues to increase faster than other disciplines. In 2000-2001, pharmacy practice was the largest faculty discipline, and the breakdown of these faculty positions was 35% mid-level and senior faculty, and 65% junior pharmacy.¹ ACPE has specific requirements that focus on faculty development² so this is a major concern for the section as well as AACP as an organization. The section needs to continue the forward momentum that this committee has had in the past.

Submitted by: Faculty Development Task Force

References:

1. Raehl, CL. Changes in Pharmacy Practice Faculty 1995-2001: Implications for Junior Faculty Development. *Pharmacotherapy* 2002; 22:445-462.
2. Accreditation Standards and Guidelines for the Professional Program in Pharmacy http://www.acpe-accredit.org/pdf/ACPE_Revised_PharmD_Standards_Adopted_Jan152006.pdf

Proposed Amendments to the Standing Rules of the Section

(See report from the Bylaw and Strategic Plan Task Force)