



AACP ASSESSMENT SIG Communication

Assessment SIG Business Meeting
American Association of Colleges of Pharmacy
Monday July 11, 2011
San Antonio, TX

(Chair) Melissa S. Medina, University of Oklahoma; (Chair-Elect) Cindy D. Stowe, University of Arkansas; (Secretary) Kari L. Franson, University of Colorado

Order of Business

- I. Call to Order – at 5:16pm by Melissa Medina
- II. Approval of the Minutes – 2010 business meeting minutes posted on website, approved without revisions/additions
- III. Remarks of the Chair (Melissa Medina)
 - A. Assessment became a SIG last year:
 - i. Great turnout at the business meeting (*see attendance list in Appendix A*)
 - ii. Great that assessment is being talked about at the AACP meeting at large
 - B. The Assessment SIG mission, goals and objectives were reviewed
 - C. The bylaws are posted on the website
 - D. An Assessment SIG evaluation of the first year was distributed. Attendees were asked to identify: 1) Strengths of the Assessment SIG; 2) Areas of improvement for the Assessment SIG, and 3) Topic suggestions for 2012 Assessment SIG programming (*results are shown in Appendix B*)
 - E. Membership has grown from 219 to 512 (134% increase)
 - F. Role call: New Assessment SIG members, first time attendee SIG business meeting, new assessment title (dean or director), new assessment committee chair, assessment committee members, presenting assessment poster at meeting
 - G. PEAAS: members were told how to access and post PEAAS tools: www.aacp.org → resources → educational resources → tools
 - H. Listserv: member were told how to post to Assessment SIG listserv: assess@lists.aacp.org
 - I. Assessment SIG now fully functioning by establishing all four standing committees this year (executive, nominations, communications and programming). Annual summaries from each committee will be posted as attachments to the business meeting minutes when they are available on the website
- IV. Executive planning committee
 - A. Chair Melissa Medina recognized executive committee members
 - B. Met quarterly to spearhead initiatives for the SIG and interact with the Institutional Research and Assessment Committee (IRAC)
 - C. Conducted AACP survey about pre-APPE core competencies
- V. Communications committee
 - A. Chair Kari Franson recognized communications committee members
 - B. Responsibilities include: implementing effective mechanisms for communications among SIG members, provide SIG members information regarding the availability of

assessment resources and information, interact with AACP staff for the SIG database and listserv

- C. Listserv:
 - i. There is now a blue/green header for official communications from the SIG
 - ii. Web poll pilot had to be given special permission from AACP. Normally polls or surveys are not allowed to be distributed using the listserv. This allowed as meant to start a dialog. 39 people participated in the pilot
- D. Reports from SIG members about their experiences at other assessment conferences:
 - i. IUPUI Assessment Institute (October)
 - ii. Texas A & M Assessment conference (February)
 - iii. Harvard Macy Institute for Systems approach to assessment (March)
 - iv. American Evaluation Association Conference (November)Members were also asked to share their experience via the listserv and website
- E. A repository of lessons learned was suggested by the committee as a mini-PEAAS
 - i. It would hold tools and examples that were not necessary valid or reliable, but worked for the institution
 - ii. Format would follow Astin's Input-Environment-Outcome model for assessment of a pharmacy degree program
 - iii. Comment from Cecilia Plaza from AACP: stated that the intention of PEAAS was to also serve this purpose and it has a rating tool
 - v. Attendees voiced the following concerns about PEAAS:
 - a. Items in PEAAS are difficult to access (Cecilia stated this problem with the website has been recently addressed)
 - b. Uncertain the categories for submission (e.g. validated or not)
 - c. The keywords are difficult to decipher
 - d. Submission form is too extensive
 - e. No communication when something new has been added to PEAAS

VI. Nominations committee

- A. Cindy Stowe chaired two committees (Programming and Nominations) during this start-up year. From now on, the Immediate Past-Chair will Chair the Nominations committee which will be Melissa Medina
- B. Chair Cindy Stowe recognized nominations committee members
- C. Responsibilities entail drafting a slate of candidates for Chair-elect annually and Secretary every other year and disseminating information to SIG membership prior to voting
- D. There was only one position open this year: Chair elect
- E. Katherine Kelley (Ohio State University) was the sole nominee for the position of Chair-elect and will take on that role starting later today
- F. New committee memberships will be opened after the annual meeting

VII. Programming committee

- A. Chair Cindy Stowe recognized programming committee members
- B. Committee recognized the importance of networking to the SIG membership, thus the primary format of the SIG program will use roundtables. Mark Britain will start off the session with a discussion of the "culture of assessment" then the roundtables
- C. Members were reminded that the assessment for the SIG included a question about programming and suggestions for resources and ideas for next year

IIX. Ad hoc committees (none established, thus no report)

IX. Old business (none to date)

- X. New business
 - A. Melissa Medina highlighted all the programming about assessment at the Annual meeting
 - B. Cindy Stowe updated the attendees about the Pre-APPE survey that was sent out to the SIG membership
 - i. This was a request from AACP
 - ii. Intent was get a sample of what is happening out there and to get some ideas
 - iii. six of the 11 domains have been completed
 - iv. There have been requests for summary reports and those will be supplied
 - v. Appreciation was expressed for those that took the time to take the surveys
 - vi. Comment from an attendee: The survey was in such a format that it was difficult for just one person to have enough information and adequately represent the institution
 - C. Melissa Medina presented the need to have a white paper about assessment. The topic of the paper will be on curriculum mapping. The focus of the paper will move past how to do curriculum mapping and focus on what is next. Discussions on development of this white paper will take place after the annual meeting.
- XI. Installation of new officers: Melissa Medina performed the installation of the new Chair - Cindy Stowe and Chair-elect – Katherine Kelley
- XII. Cindy Stowe presented a plaque for service to the SIG to outgoing chair Melissa Medina, and members of the SIG recognized the outstanding leadership by Melissa during the inaugural year of the SIG
- XIII. Adjournment – The meeting was adjourned at 6:19pm. See you next year at the AACP Annual Meeting in Orlando July 14th through 18th!

Respectfully Submitted – Kari Franson, PharmD

APPENDIX A

AACP Assessment SIG attendance list at 2011 Business meeting. All emails are .edu except where indicated differently.

Mellisa Medina	Melissa-Medina@ouhsc
Cindy Stowe	StoweCindyD@uams
Kari Franson	Kari.franson@ucdenver
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