



AACP MINUTES

Minutes of the Council of Deans Business Meeting, July 13, 2010, Seattle, WA

Call to Order

Chair Patricia D. Kroboth called the meeting to order at 1:30 p.m.

Chair's Comments

Chair Kroboth welcomed Council members and thanked them for providing her the opportunity to serve. The past year has seen substantial progress on a number of fronts as will be illustrated through committee and taskforce reports. Because of a very full agenda, members were asked to keep their reports short.

Transitions in leadership at our member institutions:

- Hershey Bell, Dean, Lake Erie College of Osteopathic Medicine School of Pharmacy
- Benny Blaylock, Interim Dean, University of Louisiana at Monroe
- Gayle Brazeau, Dean, New England College of Pharmacy
- Paul S. Cady, Interim Dean, Idaho State University
- Donald Godwin, Interim Dean, University of New Mexico (effective August 1)
- Gireesh Gupchup, Interim Dean, Southern Illinois University - Edwardsville
- Wayne Harris, Dean, Hampton University
- Chris Ireland, Dean, University of Utah
- Kathleen Kennedy, Dean, Xavier University
- Lisa Lawson, Dean, Philadelphia College of Pharmacy
- Wanda Maldonado, Acting Dean, University of Puerto Rico
- Russell Melchert, Dean, University of Missouri - Kansas City
- Miriam Mobley-Smith, Interim Dean, Chicago State University
- Gary Pollack, Dean, Washington State University

- F. Lamar Pritchard, Dean, University of Houston
- Timothy Tracy, Dean, University of Kentucky (effective August 15)

Chair Kroboth provided special recognition for Dean Ian Mathison, Ferris State, who will be retiring after serving an amazing 34 years as dean. Chair Kroboth shared her personal thoughts. Dean Mathison was asked to stand and be recognized.

Chair Kroboth asked for new assistant/associate deans to stand and be recognized as their names were being shown on the display screens. Chair Kroboth congratulated all new deans on behalf of the Council of Deans for accepting the responsibilities and challenges of serving in their designated leadership positions.

Report of the Secretary

The minutes of the Council of Deans Business Meeting at the Annual Meeting have been published in the American Journal of Pharmaceutical Education (Volume 73 Supplement) and are available on the AACP website. As no official meeting of the Council of Deans was held at the 2010 Interim Meeting, no official minutes were published. Members can refer to the Council of Deans website, found under Governance on the AACP Homepage, for a message from Chair Kroboth on what transpired at the February 2010 Interim Meeting. A summary of actions of the Board of Directors, prepared by Immediate Past Chair Hayes, is also available.

Board of Directors Report

Immediate Past Chair Barbara E. Hayes noted the following highlights from the July 7 and 8, 2010 Board Of Directors meeting, which occurred prior to the beginning of the Annual Meeting:

1. The Board continues to pursue strategic initiatives for the benefit of member colleges and schools. One major initiative has been the online Assessment and Accreditation Management System (AAMS) developed through partnership between AACP and ACPE. Scheduled to launch in fall 2010, AAMS will allow schools to collect and submit their self study reports online to ACPE. Six schools participated in the initial testing of AAMS and four of these schools are undergoing training sessions at this meeting. Member colleges and schools will have access to AAMS and will be able to gather, upload and maintain assessment data, generate reports and submit self-study reports beginning with the 2011-2012 cycle.
2. The AACP Institutional Research and Assessment Committee (IRAC) continues to refine a number of evaluation and assessment surveys for member use including the Graduating Student, Faculty, Preceptor and Alumni surveys. In 2009, Institutional Research staff compiled over 300 peer comparison reports for colleges/schools.
3. Experiential education products and services continue to expand. AACP worked with

section leaders from both pharmacy practice and experiential education to complete IPPE/Pre-APPE competencies. The working group developed eleven domains, an ability statement related to each domain and performance objectives under each domain. The next steps are to vet the pre-APPE competencies amongst all AACP sections and develop multiple tools that can be used to assess students' abilities prior to entering APPE.

4. In fall 2010, AACP will hold another Experiential Education Administrator workshop. The workshop will address the needs of both new and experienced administrators. One focus will be on the development of research and scholarship in experiential education.
5. The Association is taking several proactive measures to develop and provide resources to help member colleges and schools achieve their mission, goals and objectives.
6. In addition to an upcoming program on leadership development for department chairs, the Board discussed the development of a faculty development portfolio for new faculty and particularly clinical faculty; holding an Institute on Executive Leadership and Management for CEO, associate and assistant deans; creating a preceptor development portfolio; developing assessment tools sufficient to assure quality of graduates and graduates' ability to provide evidence-based patient-centered care; and developing resources to assist colleges/schools in the admissions process. These ideas will be forwarded to the Board's Strategic Planning Committee and members will be given an opportunity to provide input about strategic priorities and implementation at the AACP Interim Meeting.
7. The Board met with AACP appointees to the ACPE Board and members of the ACPE staff regarding the recently approved policy statement that allows colleges and schools to include structured simulation as part of their overall IPPE experience to meet IPPE program goals and objectives. The ACPE simulation policy permits up to 60 hours of the 300 hour IPE requirement with no prior approval required by ACPE. The AACP Board acknowledged that this is an important step and continued to stress the importance of using competencies to assess abilities with less emphasis on prescribed hours to meet the desired IPPE/Pre-APPE competencies.
8. In response to a question about ACPE's role in the expansion of emerging schools, ACPE representatives informed the Board that it has structured and codified the processes for emerging schools and has implemented a new school review process using a rubric based approach. The application for a new program must be submitted to ACPE by January 15 of year 01 for an anticipated start date of fall of year 02. The application is required to be responsive to questions such as: 1) Is the plan on paper reasonable in relation to the standards; 2) Is the plan implemented to an appropriate point; and 3) Is there confidence of success at the next level? After submission of a second unsuccessful application, the applicant school will have to start over again. The importance of balancing the plan to start a new college/school with appropriate resources was emphasized.
9. AACP continues to strongly encourage nominations and applications for the Volwiler Research Achievement Award, the Paul R. Dawson Biotechnology Award and other

Association awards from its members. The Board, however, is concerned about sustainable funding for AACP awards and referred the emerging issue of sustained funding of awards to the AACP Finance Committee. AFPE suspended the New Investigator Program award last year, which was a source of concern to AACP and its members. The AACP Board felt strongly about the value of this program to faculty of member colleges and schools and approved the allocation of \$150,000 in FY 2011 in addition to its current support of two pre-doctoral AFPE fellowships. The AACP Board presented a proposal to the AFPE Board outlining strategies to synergize the relationship between AACP, AFPE and AAPS. A five member task force of the AFPE Board has been formed to respond to the proposal.

10. Finally, the Board received a report from the Finance Committee and a copy of the report was distributed at the first meeting of the House of Delegates and is included in the AACP 2010 Annual Report distributed at this meeting. The Board approved an operating budget of \$11,627,500 for FY 2011.

Committee/Taskforce Updates

1. Nominations: Immediate Past-Chair Hayes presented the nominations for chair-elect. The nominations for Chair-elect included Daniel Acosta, University of Cincinnati and Joseph Dipiro, South Carolina College of Pharmacy. As there were no nominations from the floor, nominations were closed. The nomination for Secretary was Susan Meyer, University of Pittsburgh. Chair Kroboth asked for nominations from the floor. Anne Linn, College of Notre Dame, was nominated from the floor by Rebecca Finley, Thomas Jefferson University. Dr. Linn accepted the nomination. Hearing no further nominations, nominations were closed. Nominations for Representative to the Administrative Board included Natalie Eddington, University of Maryland, and Nancy Fjortoft, Midwestern University – Chicago. As there were no nominations from the floor, nominations were closed. Immediate Past-Chair Hayes moved for approval of the modified report (seconded by Patricia Chase). The Nominations Committee report was unanimously approved.
2. COD-COF Joint Task Force on Faculty Workforce: Shane Desselle announced that the report was posted on the COD website. Charge 1: Identify mechanisms, resources, and policies that could be developed and implemented within schools/colleges of pharmacy that would enhance the quality of life of faculty. The subcommittee opted to concentrate on four key areas: faculty recruitment, faculty mentoring, organizational climate/culture, and role of the department chair. Members are referred to the 18 page committee report on the website, which includes valuable links and references.

The Joint Task Force will continue its work during the 2010-2011 term.

Kathy Knapp reported on the workforce subcommittee addressing faculty data and projections of future needs. Charge 2: Evaluate the reliability and validity of the association's current mechanism(s) to identify faculty supply and demand at any point in time and project the future needs of the academy. The subcommittee developed a

10-question survey regarding plans for growth in 2012 and 2015 from a 2010 baseline. Growth was explored in the following areas: FTE faculty on the current campus, FTE faculty on new or branch campuses, entry-level PharmD graduates on the current campus, entry-level PharmD graduates on new or branch campuses, residents and fellows, graduate students, postdoctoral (post PhD) fellows and graduate faculty. Survey was sent to CEO Deans with 86 responses out of 129 listserv recipients for a response rate of between 64% and 71% (uncertainty due to number of Canadian deans). Results: The FTE faculty are expected to increase 14% from 2010 to 2015; entry-level PharmD graduates are expected to increase 23% from 2010 to 2015; residents/fellows are expected to increase 62% from 2010 to 2015; graduate students are expected to increase 19% from 2010 to 2015; postdoctoral fellows are expected to increase 25% from 2010 to 2015; and graduate faculty are expected to increase 20% from 2010 to 2015.

3. Successful Practices: Innovations in Health Care Education. R. Lee Evans, Jr. presented a video. A total of 21 schools participated, producing 30 videos. The seven minute overview video can be seen by searching "aacp faces of change" on YouTube. Videos were solicited based on the following question: "What unique experience has your school or college provided to prepare you in leading change in pharmacy practice." Those vignettes that were selected for highlighting fell into common themes. Application (Purdue): Student(s) worked with other health professionals in Kenya to identify community need that would affect positive outcomes. Engagement (Ohio Northern): Using web-based simulation, students played the roles of patient, physician and pharmacist to enhance their communication experience in earlier parts of the curriculum. Diversity (U.Maryland): P2-3 students follow patients longitudinally to improve cultural and social awareness in the healthcare setting. Interprofessional Education (WesternU): Students utilize case-based learning with other disciplines to illustrate the importance of communicating with all health professionals involved with the patient's care. Empowerment (UPittsburgh): The Executive Board Room Series allows students to interact with healthcare executives to better understand corporate priorities related to the healthcare dollar. Program allows students to discover how to be better leaders for the future of pharmacy. Responsibility (AuburnU): Demonstrated through team based longitudinal care and home visits. Mentoring (UMinnesota): Provides opportunity for interaction with local and national pharmacy leaders creating Leadership Network Partners. All submitted vignettes will be available from AACP through YouTube following this meeting.
4. Lessons Learned Task Force: Pearls for ACPE Self-Study Preparation. Martin Brown (Long Island) presented the report and recognized Task Force Chair, Stephanie Gardner (Arkansas), Mehdi Boroujerdi (Albany), Jan Engle (Illinois at Chicago), Dick Gourley (Tennessee), Jeanette Roberts (Wisconsin) and Greg Leader (posthumously) (Louisiana at Monroe). Task Force was charged to interview deans and/or their designees regarding successful practices and/or things they wish they had done during their accreditation self-study and evaluation process. All participating schools had undergone review under ACPE Standards 2007. Comprehensive start to finish information is available to those who are preparing for accreditation self-study. It was

suggested that institutions develop a check list based on information from this report. The full report is available on the AACP website.

5. AACP Task Force on Diversity Report. Chair, Natalie Eddington (UMaryland) presented the report. Additional members included Vibhuti Arya (St. John's), Carmita Coleman (Incarnate Word), Stuart Feldman (Touro New York), David Forbes (UMontana), Kathleen Kennedy (Xavier), Carla White-Harris (North Carolina), Amanda Bidlencik (Walgreens). Goals: 1) Identify challenges within the profession and academia that prevent underrepresented minorities from pursuing pharmacy, 2) Identify challenges with the profession and academia that prevent student pharmacists from fully demonstrating cultural competency behaviors, 3) Establish best practices to increase diversity within the profession and improve cultural competency in student pharmacists through curriculum and practical experiences, and 4) Explore opportunities for faculty training in the areas of diversity and cultural competency. Work of committee continues and a final report is expected at the 2011 AACP Annual Meeting.
6. Institutional Excellence Task Force. Chair, Pat Chase (WVU) presented the report. Additional members include Philip Johnston (Belmont), Doug Bricker (Duquesne), Susan Stein (Pacific), Anne Lin (Notre Dame), Elena Umland (Thomas Jefferson), Phil Medon (SIU), Gloria Meredith (Rosalind Frankland). Since all schools and colleges are facing multiple challenges the Task Force has opted to change its name to the COD Task Force on Achieving Institutional Excellence. The Task Force was charged to: 1) Prioritize the needs of both established and new programs from an organizational perspective and make recommendations regarding programs and services to assist schools in achieving institutional excellence. 2) Explore the development of lists of experts/mentors in the academy who would be willing to assist schools in challenging areas (programmatic assessment, accreditation, governance, leadership, strategic planning, etc.). 3) Develop a proposal to request that AACP explore developing a consulting type service (see AACRAO below) to assist member schools. 4) Work with AACP to develop a website that can be used by schools to share best practices, documents, innovations and ideas. Sixty-five CEO deans have responded to a brief survey. The seven top concerns relate to experiential education, programmatic assessment, budgeting, entrepreneurial activities, accreditation self-study, strategic planning, and weakening job market. Additional surveys are available to be completed. Chair Chase shared WVU experience with the American Associate of Collegiate Registration and Admissions Officers (AACRAO) that helped transform some WVU institutional practices. ACPE has been sharing noteworthy practices with AACP to be shared with member schools and colleges on the AACP website. Chair Chase commented that current roundtable discussion format does not meet members' needs. It was recommended that roundtables include 10 minutes for idea sharing.
7. COD Programming Task Force: COD Chair Kroboth presented on behalf of Task Force Chair David Forbes (UMontana). Programming is meant to meet the needs of the COD's 600 members. Forbes was asked to chair a task force to develop

programming on a trial basis. This is a task force because it requires a bylaws change to create a standing committee.

In reflecting on the growing size of the COD and the two years of experience with the CEO Deans Retreat as a separate meeting hosted by AACP, the leadership of the COD recommended that the programming for the Interim Meeting be refocused on topics of primary interest to the CEO deans. In 2011, programming will return to the dual track model of programming in the 1990's with one track for deans and a track principally for department chair development.

8. Chair Kroboth asked for a motion to accept all of the committee/task force reports. Wendy Duncan Hewitt (moved), Dick Gourley (seconded). Motion passed unanimously.

Installation of 2010-11 COD Officers

Immediate Past-Chair, Dr. Barbara Hayes installed the 2010-2011 COD officers.

Patricia Kroboth, Immediate Past-Chair

J. Chris Bradberry, Chair

R. Lee Evans, Jr., Chair-Elect

Daniel C. Robinson, Secretary

Remarks of the 2010-2011 COD Chair

Chair Bradberry noted that a number of assistant and associate deans present have the option of receiving COF or COD emails. Please make appropriate changes on the My Profile page of the AACP website. COD programming should take "care and feeding" of deans into account. Are there specific services that would better serve the membership? Chair Bradberry called attention to two excellent reports 1) Lessons Learned Task Force: Pearls for ACPE Self-Study Preparation and 2) COD-COF Joint Task Force on Faculty Workforce. The 2009 COD Cost of Experiential Education Task Force also deserves your attention. These are but a few of the examples of important work that is being done to serve our members. Chair-Elect Lee Evans has been asked to seek your input on needs, which you will likely receive as a survey. Specific development programming for deans will come from this. The COD-COF Joint Task Force on Faculty Workforce and associated subcommittees will continue their work on Charge 1 and Charge 2. The COD Nominating Committee will be chaired by Immediate Past-Chair Pat Kroboth. Work of the Programming Task Force was described in the earlier report. Chair Bradberry asked for the continued involvement of members and requested business cards at the end of this session noting how members would like to be involved in the important business of the COD.

Unfinished Business

There was no unfinished business.

New Business

1. Women's Faculty Special Interest Group – Salary Analysis for Gender Disparities. Nancy Fjortoft (MidwesternU – Chicago) of the Women's SIG invited subcommittee chair Terri Wensel (Samford) to give the summary report. The salary analysis subcommittee of the Clearinghouse Committee was charged with evaluating faculty salary data for gender disparities and to evaluate if any disparities improved or worsened over time. See Women Faculty webpage Committee Reports for full analysis. With few exceptions, salary differences between genders for assistant and associated professors are small and likely of minor significance. For faculty at the professor level, differences in salary between genders is most apparent at higher pay scales and at higher years of service (>10 years). Additional details are available for institution type, department, and tenure status. According to the executive summary, data must be interpreted cautiously. As data supplied were not raw data, inferential statistics could not be applied.

2. Dues Increase Resolution. Chair Kroboth began discussion with the following background information:
As a member of the board, I have come to recognize the importance of an institutional dues increase. While many of us find our schools faced with budget cuts, most of us have had some level of increase in our budgets since 2001, the date of the last dues increase. Let's look at the changes in AACP over the past several years, some of which would only be found in the minor details of the Treasurer's Report. 1) From 2002 to 2010, AACP has grown from a \$4 million organization to an organization with a \$10 million budget. 2) Meeting attendance has grown from just breaking 1000 in 2002 to 1820 in 2009. 3) Number of schools has increased from 84 in 2005 to 120 in 2010, a 150% increase. 4) Staff has grown from 16 to 24, a 150% increase. 5) PharmCAS revenues are approximately 54% of the operating budget. 6) To offset additional \$150,000 for support of New Investigator Program and fully implement the Criminal Background Check for admitted students, Board voted to charge student applicants an additional \$10 per school application. Budget needs to be considered in line with strategic plan. Additional services including AAMS are examples of the need for additional resources.

Chair Kroboth opened the floor for discussion. Through a number of motions, seconds, discussions and votes, the COD voted to split the motion as originally proposed by the AACP Board of Directors into three parts (a \$3,000 increase in FY 2012, \$3,000 in 2013 and 3% indexing thereafter). This action was forwarded for consideration by the Bylaws and Policy Committee.

There was substantive discussion among those present and key questions were asked

for clarification. Among the issues discussed were the connection between the proposed dues increase and implementation of the new AACP Strategic Plan; how AACP planned to seek and incorporate member input into strategic plan implementation and priority setting; whether the current plan had enough stretch in it or was more business as usual; whether individual dues changes had also been considered.

Bradberry: Presented Immediate Past-Chair Kroboth a plaque in appreciation of her services.

Adjournment

The meeting was adjourned at 3:33 p.m.

Respectfully submitted,

Daniel Robinson (WesternU), Secretary