

**AMERICAN ASSOCIATION OF COLLEGES OF PHARMACY
2007 COUNCIL OF FACULTIES ADMINISTRATIVE BOARD/ASCC MEETING
ARLINGTON, VIRGINIA
February 4, 2007**

Call to Order

Chair Kenneth Skau (University of Cincinnati) called the joint Council of Faculties (COF) Administrative Board and Academic Sections Coordinating Committee (ASCC) meeting to order at 3:30 pm in Salon H of the Crystal Gateway Marriott, Arlington, Virginia, on Sunday, February 4, 2007.

Introductions and Chairs' Comments

Chair Skau began by welcoming everyone and having those present introduce themselves. Members of the COF Administrative Board members present included Brian L. Crabtree (University of Mississippi), Rodney A. Carter (University of Minnesota), Marie A. Chisholm (University of Arizona), and Virginia "Ginger" Scott (West Virginia University). Members of the ASCC who were present included Robert Soltis (Drake), Raylene Rospond (Drake), David P. Zgarrick (Midwestern-Chicago), Daniel Brazeau (University of Buffalo), Cynthia P Koh-Knox (Purdue), and Paul Jungnickel (Auburn University). Other AACP members include Edna Almodover (University of Puerto Rico), Sacha Rivera (University of Puerto Rico), and Scott Mark (University of Pittsburgh). AACP staff members present were Lucinda Maine, Arlene Flynn and Melinda Colón.

Chair Skau reminded the group about the COF business meeting tomorrow from 3:30 to 5:30 PM. Ginger Scott reported that she did not receive any reports as of yesterday afternoon from the section chairs and reminded chairs that they have until Feb 15 to get their reports to her. Ginger also stated that the topic of the Teaching Seminar this year is "Developing and Enhancing Skills to Optimize Student Learning."

Report of the Secretary

Marie Chisholm reported that the minutes of the 2006 COF/ASCC meeting held in San Diego, California on July 8, 2006 were distributed electronically. The minutes were received and approved.

Program Review Process

Melinda Colón reported that 45 special programs submissions were submitted and Lucinda Maine reported that probably only approximately 20 programs will be accepted to limit the number of concurrent programs. A discussion followed.

Abstracts Submission Process

Ginger Scott discussed the major changes in the abstract review process. Melinda Colón added that we should ask reviewers and committee members to give feedback on the new abstract review process. The review committee reports are due to Melinda by Feb 15.

Updates on Section Activities

Reports from section chairs were given by Bob Soltis (Biological Sciences), Cindi Koh-Knox (Continuing Professional Education), Raylene Rospond/ Paul Jungnickel (Pharmacy Practice), and David Zgarrick (Social and Administrative Sciences).

Other Old Business

Lucinda Maine indicated that there will be up to 50 Walmart Scholarships. These are available for graduate students (MS, PhD), PharmD students, fellows, and residents. All the materials for the Walmart Scholarship are on the AACP website.

New Business

1. **Round Table Discussion Topics for July 2007.** Topics for round tables should be forwarded to Ginger and 20 topics are needed. Ginger indicated that she would send out topics via email. A discussion followed concerning round table topics and hot topics.
2. **Review of COF Business Meeting Agenda.** Chair Skau reviewed the agenda for the COF Business Meeting that is to occur on the following day.
3. **Bylaws and Policy Development Recommendations Related to Section.** Lucinda Maine reported that we are continuing discussions in the Bylaws and Policy Development Committee about possible restructuring of AACP. Chair John Pieper will speak about the work of the committee at the town hall meeting. Lucinda discussed many things concerning the committee including that the committee is entertaining having an open membership (all faculty and staff of member institutions would be members; faculty will have to opt out of being an ACCP member).

Other New Business

Chair Skau solicited other items for new business. None were offered.

Adjournment

Chair Skau adjourned the meeting at 4:55 pm.

Respectfully submitted,
Marie Chisholm, COF Secretary