Call to Order

Chair (Steven Scott, Purdue) called the meeting to order at 1:32 pm in the Potomac Ballroom C, Convention Center at the Gaylord National Harbor on Monday, July 13, 2015.

Legislative Update

Will Lang provided the legislative report, which is available on the American Association of Colleges of Pharmacy (AACP) web site (http://www.aacp.org/advocacy/WhatDoesAACPAdvocateFor/AdvocacyUpdates/Pages/July62015.aspx)

Special introduction

Will Lang introduced Joan Lakoski, Vice-President for Research and Graduate Affairs and Chief Science Officer. She has over 40 years of academic-related experience. In joining the staff of the AACP, she is delighted to contribute to empowering the success of graduate education and research in basic, clinical and translational science across the colleges and schools of pharmacy – and she is looking forward to working together to improve health for all individuals. She is requesting input on how she can serve the membership better.

Preliminary Quorum Committee Report

Quorum committee member Justine Gortney (Wayne State University) reported that 123 registered individuals representing 71 member institutions had signed in, constituting a quorum.

Report of the Chair

Chair Scott encouraged everyone to update their membership profile and indicate their areas of expertise. Dr. Scott reflected on his career in academia, gave an update on the year and reviewed the work that had been done by the board, committees, and task forces. He thanked the fellow administrative board and all of the committee and task force chairs and volunteers who do all of the important work of the council. He also acknowledged and thanked Cecilia Plaza who is the staff liaison to the Council of Faculties (COF).

Report of the Secretary

Jennifer Trujillo (University of Colorado) reported that the minutes of the 2014 COF Annual Business Meeting held in Grapevine, Texas are available via download from the COF webpage under governance on the AACP website. After the quorum committee confirmed that a quorum had been met, the minutes were received and approved. Chair Scott thanked Dr. Trujillo for 3 years of service.

Report on Board of Directors’ Activities from COF Immediate Past Chair
Robin Zavod (Midwestern-Chicago) reported on the Board of Directors activities.

- Treasurer Bradberry (Creighton) reported to the House of Delegates on Sunday morning that AACP experienced an operating loss of approximately $370,000 for the fiscal year ending June 30. Despite a great 2014 annual meeting and a variety of cost control efforts, revenues were impacted by a significant decrease in our student-generated revenues in Pharmacy College Application Service (PharmCAS) and Pharmacy College Admission Test (PCAT) royalties. AACP has recognized the potential risk from the fact that approximately 50% of total revenues come from these sources and has taken action to diversify our sources of revenues, including the development of our educational game initiative through Professions Quest.

- The approved budget for fiscal year 2016 is a balanced budget even with a conservative estimate of PharmCAS and PCAT revenues. The Board increased the amount in the AACP Endowment fund this past year, aiming to cover the costs associated with our awards program from earnings on the endowment for future years. The aim is to maintain reserves sufficient to cover at least 6 months of operating expenses in keeping with best association practices.

- Strategic initiatives of the Association for this past year and on-going include three specific priorities: development and launch of Mimycx, the interprofessional game developed in partnership with the Virginia Serious Games Institute of George Mason University; enhanced and expanded communications initiatives, and; preliminary work to implement a knowledge management strategy to better serve and represent members. Dana Thimons, from NOVA Southeastern University is the 2015 Sewell Memorial Fellow helping with the work on knowledge management.

- The 2015-16 Board Strategic Planning Committee will embark on development of a new strategic plan and will welcome input as the process unfolds from members and other key stakeholders.

- The Board approved a resolution to accept the University of Texas (UT) at Tyler as a new Associate Institutional Member. UT Tyler and Chapman University were approved as new members by the House of Delegates on Sunday morning.

- Representatives of the PCAT Advisory Committee and Special Committee on Admissions briefed the Board on the work of their respective committees. A new test blueprint for the PCAT has been approved and will be reflected in the 2016-17 exam. The Committee has worked on several initiatives to produce new assessments for use in admissions and has recommended development by AACP of situational judgment tests (SJT). The board will consider a work plan for SJT development at its meeting in November.

- Members of the Board and Staff of Accreditation Council for Pharmacy Education (ACPE) met with the Board and discussed several important issues, including: implementation of Standards 2016 and expectations of the schools for submission by April 2016 a brief summary of plans for addressing significant changes introduced by the new standards; development of a new Assessment and Accreditation Management System (AAMS) mapped to Standards 2016 anticipated to be ready in late summer/early fall; the Board resolution calling for a new assessment framework and tools mapped to Center for the Advancement of Pharmacy Education (CAPE) 2013 educational outcome domains; an invitational conference on Continuing education (CE) and Continuing Professional Development (CPD) scheduled for September 2015; AACP has been approved by ACPE as a CE program provider; interprofessional education and the interprofessional accreditation collaborations for education programs and CE; potential new approaches for evaluation of required experiential rotations and changes in site visit
strategies for experiential education; ACPE’s involvement with American Society for Health-System Pharmacists (ASHP) for technician training program accreditation

- American Journal of Pharmaceutical Education (AJPE) Editor Gayle Brazeau provided an update on her first 14 months as editor. The journal has two new associate editors – Lauren Schlesselman and Nancy Fjortoft and has expanded the Editorial Advisory board. There is a serious need for an increased number of reviewers committed to maintaining the standards of quality the Journal expects – please consider becoming a reviewer or nominating colleagues you know will do a great job. Themed issues are planned for Public Health and Interprofessional Education (which will be a collaboration with osteopathic medicine)


Dr. Zavod reported that the 2013-14 Academic Affairs committee of the COF completed the work on developing and launching the Distinguished Teaching Scholar Award. The award application is available on AACP web site (under Careers/ Awards). The application is a 2-step process: first declaring the intent to apply and then submitting the full application. Three awards will be given during the first application cycle. Interested faculty are encouraged to review the application and the FAQ document available on the web site. Emerging Teacher Scholar award will be launched in 2016. Chair Scott thanked Dr. Zavod on all of her work as the past chair of the COF and the work

Committee Updates

1. **Final Quorum Committee**: Justine Gortney reported that 123 registered members representing 71 schools had signed in, constituting a quorum.

2. **Faculty Affairs Committee**: Dana Hammer (University of Washington) delivered the report. The focus of the committee was to examine faculty citizenship. She thanked the members of the committee for their work.
   a. Charge 1 was to examine faculty citizenship and define faculty citizenship. The group defined and distinguished service and faculty citizenship as well as collegiality.
   b. Charge 2 was to develop a white paper, which should be published next year.
   c. Charge 3 was to develop a set of recommendations, policy statements, and/or programming ideas.
      i. Recommendation 1: COF or other entity create/adapt and test/share a rubric to measure faculty citizenship. This rubric will be shared and piloted with several schools prior to wide dissemination.
      ii. Recommendation 2: All colleges and schools of pharmacy should incorporate measurement of faculty citizenship into their professional development and faculty review processes.
   d. Members were asked to declare whether they agreed or disagreed with the following two statements:
      i. “Faculty Citizenship should be considered in formal faculty decisions”.
         The majority of faculty agreed with this statement. Issues raised were related to the impact of personality differences, perceptions of faculty citizenship by chairs or deans, recognition for faculty citizenship and the impact on promotion and/or tenure.
      ii. “I agree with the Committee’s definition of Faculty Citizenship”. The majority of faculty agreed with the definition provided by the committee. Dr. Crabtree
Wayne State) highlighted the difference between collegiality and congeniality with collegiality meaning working together towards a shared goal. Another COF member indicated that one way to promote student professionalism is to be a good faculty citizen and be engaged and collegiate.

e. The Faculty Affairs report will be published along with the white paper.
f. The committee thanked Chair Scott for the charges and for allowing extra time to share the report of the committee.

3. Resolutions and Standing Rules Committee: Adam Persky (UNC) was recognized by Chair Scott for chairing the committee. The committee did not have any resolutions or new recommendations.

4. Nominations Committee: Robin Zavod recognized members of the committee. She reported that the candidates for COF Chair-elect are Stuart Haines (University of Maryland) and Jenny Van Amburgh (Northeastern University). Robin Zavod encouraged all faculty to consider future nomination or self-nomination for service on the COF.

5. Task Force to Enhance Development of Successful Consortia and Collaborations: Jennifer Danielson (Washington) - Taskforce has been at work for 2 years and the report is available on the web site.

6. Task Force for Enhanced Student Awareness and Recognition of Scholarly Teaching: Chair Scott recognized the members of the taskforce for the work they have accomplished and the webinar that they delivered already.

Remarks of the Chair-Elect

Chair-elect Todd Sorensen (University of Minnesota) introduced himself and discussed why he is serving as the COF Chair and he described his personal and professional passions. He reported his COF initiatives for the year.

Faculty affairs committee will be working on the adoption of Joint Commission of Pharmacy Practitioners (JCPP) pharmacist patient care process model:

Workgroup #1: AACP Policy and Programming
1. Review existing AACP policy regarding recognition and adoption of a consistent patient care process by the academic pharmacy community.
2. Submit a report to the AACP Bylaws and Policy Development Committee, outlining findings of the review and providing any recommended new policy statements or revisions to existing statements.
3. Evaluate the needs for AACP programming aimed at enhancing the ability of schools to inculcate the pharmacist’s patient care process in learners.

Workgroup #2: Curricular Adoption and Integration
1. Establish recommendations for schools of pharmacy for integration of the pharmacists’ patient care process in classroom, simulated and experiential learning activities.
2. Define assessment strategies for ensuring learners have achieved competency in application of the pharmacists’ patient care process.
3. Develop a self-assessment tool that allows a school to determine its level of adoption and integration of the pharmacists’ patient care process across its curricular and clinical service initiatives.

Workgroup #3: Influencing Refinement and Adoption in the Profession
1. Consider possible enhancements to the JCPP Pharmacists’ Patient Care Process document that would support understanding and adoption on the part of student pharmacists, pharmacists and audiences external to pharmacy.

2. Evaluate the potential role of supplemental materials that describe the relationship of the patient care process to a philosophy of practice and a practice management system.

3. Produce a proposal for collaborating with JCPP to advance adoption of the patient care process across the profession.

Council of Deans (COD)/COF joined task force on **Accelerating Change in Pharmacy Education and Practice**

**Task Force Charge:** Explore, critically review, identify and propose new strategies that could be employed by AACP and its member schools to accelerate the implementation of change within pharmacy curricula and practice innovation in order to be more responsive to the rapid challenges posed by the ACA and the health care industry.

**Council of Deans**
- Pat Kroboth (Pitt), Co-Chair
- Eric Boyce (Pacific)
- Marie Chisolm-Burns (Tennessee)
- Myron Jacobson (North Texas)
- Leigh Ann Ross (Mississippi)

**Council of Faculties**
- Marie Smith (UConn), Co-Chair
- Mary Roth McClurg (UNC)
- Aisha Morris Moultry (Texas Southern)
- Andrew Traynor (Concordia)
- Susanna Wu-Pong (VCU)

Dr. Sorensen announced that 2 faculty have been slated on the ballot for President Elect of AACP – Timothy Ives and Steven Scott. Dr. Sorensen shared his contact information and encouraged faculty to reach out to him with any issues.

**Old Business**

None

**New Business**

**Installation of 2014-15 Officers:** Robin Zavod installed the new officers of the COF, which included Todd Sorensen (Chair), Anandi Law (Chair-Elect, Western University), Steven Scott (Immediate Past Chair) and Margarita DiVall (Secretary, Northeastern University).

Dr. Sorensen presented the outgoing chair certificate to Steven Scott.

**Open Forum – Open Microphone**

There was some additional discussion regarding faculty citizenship.

The meeting was adjourned at 2:55 pm.

Respectfully submitted,
Margarita DiVall and Jennifer Trujillo