

**AMERICAN ASSOCIATION OF COLLEGES OF PHARMACY  
2009 COUNCIL OF FACULTIES ADMINISTRATIVE BOARD  
Crystal Gateway Marriott, Salon G  
Arlington, Virginia  
February 22, 2009**

**Call to Order**

Chair Julie Szilagyi (Houston) called the Council of Faculties (COF) Administrative Board Meeting to order at 3:30 pm in Salons D and E of the Crystal Gateway Marriott, Arlington, Virginia, on Sunday, February 22, 2009.

**Introductions and Comments**

Chair Szilagyi began by welcoming everyone and introducing other members of the COF Administrative Board including Marie Chisholm-Burns (Secretary; Arizona), Gary Matzke (Chair-elect; Virginia Commonwealth), and Brian Crabtree (Immediate Past Chair; Mississippi). The AACP staff member present was Cecilia Plaza.

**Report of the Chair**

Chair Szilagyi stated that she is pleased with the work of the committees, and at the Business Meeting tomorrow there will be reports on the following:

- Faculty Affairs Committee
- Resolutions and Standing Rules Committee
- Nominations Committee
- Task Force for Recognition of Teaching Excellence
- Joint COF/COD Task Force on Faculty Workforce
- Task Force on Pharmaceutical Science and Research Education (Sandy Zito will report in place of Stephen Cutler)

Chair Szilagyi indicated that she will acknowledge Academic Leadership Fellowship Program (ALFP) Fellows during the Business Meeting.

**Report of the Secretary**

Marie Chisholm-Burns reported that the minutes of the 2008 COF Administrative Board Meeting held in Chicago, Illinois on July 19, 2008, were distributed electronically and are available on the AACP website.

**Business Meeting Agenda**

Discussions took place concerning how lack of a quorum at the Business Meeting (25 active members from at least 15 schools with regular admissions status) will effect any business regarding resolutions. We also decided that we will have 2 quorum reports, one at the beginning of the meeting and another (final quorum report) before Old Business.

Gary Matzke requested a list of ALFP Fellows so we can get them involved in the section. Matzke will talk briefly at the Business Meeting about preliminary plans for the future (faculty development

programs, faculty sabbatical/renewal, leadership, faculty workforce, etc.) as well as make a call for volunteers.

### **Adjournment**

Chair Szilagyi thanked everyone for their efforts and adjourned the meeting at 5:18 PM.

Respectfully submitted,  
Marie Chisholm-Burns, COF Secretary