

**AMERICAN ASSOCIATION OF COLLEGES OF PHARMACY
2009 COUNCIL OF FACULTIES BUSINESS MEETING
Arlington, Virginia
Crystal Gateway Marriott, Salons F, G, H
February 23, 2009**

Call to Order

Chair Julie Szilagyi (Houston) called the meeting to order at 1:00 pm in Salons F, G, and H of the Crystal Gateway Marriott, Arlington, Virginia, on Monday, February 23, 2009. Immediately following the Call to Order, Chair Szilagyi introduced the COF Administrative Board: Marie Chisholm-Burns (Secretary; Arizona), Gary Matzke (Chair-elect; Virginia Commonwealth), and Brian Crabtree (Immediate Past Chair; Mississippi).

Quorum Committee Report

Quorum committee members, Cynthia Boyle (Maryland), Christopher Surratt (Duquense), and Angela Hill (Florida A&M), reported that we had a quorum with 46 individual members and 1 associate member representing 33 schools.

Report of the Chair

Chair Szilagyi recognized and welcomed all ALFP Fellows.

Chair Szilagyi reported that many things are occurring, and the committees and task forces are working hard and she is pleased. She also reported that the committees' interim reports will be provided during this meeting, but the final reports will be presented at the Annual Meeting in July. She also stressed that the COF Board wants everyone to be on the lookout for the call for nominations for AACP Awards, and individuals should nominate interested and qualified colleagues. Chair Szilagyi also stated that members should check their profile (and update if necessary) on the AACP website, and check the appropriate boxes to opt into the COF listserv.

Report of the Secretary

Marie Chisholm-Burns reported that the minutes of the 2008 COF Business Meeting held July 21, 2008 in Chicago, Illinois, were distributed to all members electronically and are available via download from the AACP website. The minutes were received and approved.

Committee Updates

1. Joint COF/COD Task Force on Faculty Workforce – Raylene Rospond (Drake) reported that the task force was established to accomplish the following objectives: (a) review and prioritize resources and recommendations from currently available sources; (b) develop a web page as an ongoing resource to the members of the academy; and (c) develop specific recommendations for the academy to enhance the recruitment and retention of pharmacy faculty. Rospond indicated that she has been reviewing best practices, and the task force will continue reviewing best practices after this meeting. However, she stressed that one of the biggest issues facing the task force is soliciting guidance on the charges in light of the worsening economy. She posed the question: should we change what we prioritize, or re-position the interests (charges) of the task force? She opened this question up for discussion. Rospond also commented that the task force

will be working with AACP to add some resources identified last year to the website to make them available to all.

2. Faculty Affairs Committee – Ginger Scott (West Virginia) reported they have been working on three charges, and are struggling with the charge concerning recruitment and retention. The committee has met and is working on collecting information regarding what is done to familiarize faculty regarding accreditation standards. Committee members are also actively gathering information regarding faculty recruitment, retention, and compensation. Collection of information regarding finding adequate quality experiential sites is also in progress. The committee plans to meet via conference calls and will provide a final report at the Annual Meeting.

3. Nominating Committee – Brian Crabtree (Immediate Past Chair) reported that the group has collected data for all COF offices. They hope to cast a wide net and get good candidates for the Chair-elect position. He also indicated that the committee collected data on COF officers and nominees over the past 10 years or more, stratified by discipline, geography, and type of institution. All qualified candidates are welcome and none will be excluded on the basis of discipline, geography, and/or type of institution, but the committee agrees that diversity among COF leadership is desirable. Crabtree issued a call for nominations and stated that immediately following the Interim Meeting, a call for nominations will be distributed via the COF listserv. Additionally, committee members will contact section and SIG leadership for further distribution of the call for nominations. A brief description of the COF Chair includes a three-year term comprised of one year as Chair-elect, one year as Chair, and one year as Immediate Past Chair. Election also includes voting membership on the AACP Board of Directors, which involves additional responsibilities. Details on duties and responsibilities of the COF chair are available on request from the committee. Members can nominate colleagues or may self-nominate.

4. Task Force on Pharmaceutical Science and Research Education – Sandy Zito (St. John's) stated the charges for the committee include: (1) prioritize the recommendations made by the July 2008 task force based upon need and feasibility; (2) provide specific methods/examples required to achieve the recommendations; and (3) share the information in the form of a publication or "tool kit." The Co-Chairs, Stephen Cutler (Mississippi) and Zito, met via conference call and developed a strategy for their activities. Two subcommittees were formed. One is addressing the development of quantitative requirements for all pharmaceutical science courses. The second is developing both quantitative and qualitative measures regarding student/faculty ratios and qualifications of science faculty with ACPE Standards 24 and 25 in mind. Draft reports were gathered in late December and early January, and final reports are due in the spring and early summer. Presentation of the Task Force recommendations will be made at the Annual Meeting.

5. Resolutions and Standing Rules Committee – Chair Szilagyi reported for Todd Brown (Northeastern), Chair, and the committee has met and developed a plan to stimulate resolutions for consideration by the COF. There are also discussions in progress relating to a policy for processing resolutions that are submitted so they are dealt with in a timely manner. Lastly, the committee is working to develop a message/discussion board that would be useful for stimulating resolutions.

6. Task Force for Recognition of Teaching Excellence – Chair Szilagyi reported that the task force is chaired by Dana Hammer, and has divided up its tasks into three groups charged with collecting information and formulating ideas regarding the following: (1) identifying best practices for measuring teaching effectiveness; (2) acknowledgement and reward of teaching excellence; and (3) developing and encouraging SALT (Scholarship of Assessment, Learning and Teaching). Furthermore, the committee's plans include a White Paper and the creation of a toolkit of best practices.

Report on the Board of Directors Activities (COF Immediate Past Chair)

Brian Crabtree presented that the Board had two good days of meetings (Friday and Saturday). The newest associate institutional member school is Notre Dame in Baltimore. Crabtree reported that the Board received and approved the 2008 audit, and it is in good financial standing. The former AACP headquarters was sold in December, and a competitive price was paid for the property so we have proceeds of more than \$1 million to add to our assets. AACP investments are now managed by a new investment team, with oversight from Keith Herist and a new investment committee. The Board has affirmed the award winners for the Chalmers, Volwiler, Dawson, and Lyman Awards (awardees TBA later). The Board has spent a great deal of time considering a new membership model and examining the consequences of adopting such a model. The Board discussed consideration of free membership for faculty and staff at AACP member institutions. Dan Cassidy (AACP) reiterated that AACP is in a strong financial position, and open membership will be discussed tomorrow at the Town Hall Meeting.

Old Business

A legislature update was given by Will Lang (AACP). He indicated that he discussed the major points in his discussion this morning. A question was asked to describe AACP's Hill visits.

New Business

Gary Matzke (Chair-elect) described potential ideas for task forces and committees. We have two task forces that will probably be moving forward:

- Sabbaticals for faculty – Rod Carter (Minnesota) indicated that the Faculty Affairs Committee has looked at some issues around sabbaticals. Matzke said he would build on that work.
- Faculty development programs (identifying best practices)

Gayle Brazeau (Buffalo) briefly talked about reexamining the Teaching Seminars Program, and looking at ways to build upon it and other programs to increase access for those faculty who do not attend AACP meetings.

Matzke briefly talked about a task force that was discussed at the Board meeting. This task force, the AACP Corporate Relations Policy Work Group, will be focused on developing a policy for both AACP's and pharmacy schools' relationships with corporate industries.

Open Forum

Comments and discussions were made concerning a perceived decrease in AACP attendance by science faculty and how to encourage participation.

Adjournment

Chair Szilagyi adjourned the meeting at 2 pm.

Respectfully submitted,

Marie Chisholm-Burns, COF Secretary