

**Report of the 2010-11 Faculty Affairs Committee
AACP Council of Faculties
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Members

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Purpose (Standing Rules of Procedure, AACP Council of Faculties)

The Faculty Affairs Committee shall be appointed by the Chair and shall be responsible for carrying out the major mission of the Council in terms of research and problem solving. It will address faculty issues and concerns in the areas of development, curriculum, accreditation, faculty benefits, tenure, academic freedom, and other contemporary issues.

Charge #1: “Survey” available resources for chair development and make recommendations regarding preferred tools/methods to develop chairs in academic pharmacy.

The committee met in person at the AACP Annual Meeting in Seattle on July 13, 2010. Nine of 13 committee members and COF Chair John Bosso were present. The group agreed that the first step was to perform a needs assessment by surveying department chairs.

Over several months in the fall, a survey of department chairs at schools and colleges of pharmacy was developed with input from the Committee, AACP staff, and the Academy for Academic Leadership (AAL). The purpose of the survey was to identify the development needs of department chairs in order to generate topics for future AACP programs. The survey was distributed to chairs in October 2010; 105 of 350 chairs responded (30%). A follow-up request in March 2011 resulted in 54 additional responses (45.4% total response rate). AACP and AAL analyzed the initial survey results; a number of chair development topics were identified and prioritized. The Committee reviewed the survey results and suggested topics for the Interim Meeting and appropriate methods of delivering them that incorporate active learning strategies. In addition to generating programming ideas, the survey results may serve as the basis for a manuscript related to the roles and responsibilities of department chairs.

Charge #2: Work with Council leadership and staff to develop/refine chair development programming to be delivered at 2011 Interim and Annual meetings.

2011 Interim Meeting Programming

Based on the department chair survey results, AACP contracted with AAL to plan and conduct three sessions for department chairs at the AACP Interim Meeting in February, 2011: 1) Working Effectively with Conflict; 2) Principles and Practices for Work-Life Balance; and 3) Managing Up: Working Effectively with Senior Administrators. The session on work-life balance was a joint session with department chairs and deans. More than 90% of participants at each of these sessions rated their quality to be either Good or Excellent.

The Faculty Affairs Committee was responsible for developing and conducting a four-hour session at the Interim Meeting on February 27, 2011 from 1-5:00 pm:

Faculty Recruitment, Retention, and Development

- Recruitment Strategies to Attract the Best Faculty – Cynthia L. Raehl (Texas Tech)

- Faculty Advising, Coaching, and Development – Shane P. Desselle (Oklahoma)
- Annual Performance Reviews: Steps Toward Promotion and Tenure – Christopher K. Surratt (Duquesne)

The speakers represented both public and private schools and included chairs from pharmacy practice, social/administrative sciences, and basic pharmaceutical sciences departments. The program was well attended and highly rated by meeting attendees. Twenty-eight of 33 participants (85%) who evaluated the session reported its quality to be either Good or Excellent. In all, 76 department chairs registered for the 2011 Interim Meeting.

2011 Annual Meeting Programming

A program was planned for the Department Chair session to be held on Tuesday, July 12, 2011 from 8:00-9:30 am. Entitled “**Developing the Academic Department as a Team,**” this session will focus on how department chairs can work with faculty having varying backgrounds, experiences, and interests to develop the department as a team for achieving departmental and school missions while facilitating the personal goals of faculty members. Two speakers will each give 15-minute presentations followed by small-group discussions and summary/sharing with the entire group. The speakers are Bernard Sorofman (Iowa), focusing on mission, vision, and priorities; and Stephen Cutler (Mississippi), discussing faculty incentives and accountability. Terry Schwinghammer (West Virginia) will serve as moderator for the program.

The learning objectives of the session are to enhance participants’ abilities to:

- Outline the value of teamwork within departments
- Learn leadership strategies for fostering a culture of departmental teamwork
- Describe the characteristics of highly functioning departmental teams
- Balance group interests with individual faculty interests
- Discuss specific real-life situations in which teamwork was more effective than individual effort
- Hold faculty accountable for collective productivity
- Evaluate the success and value of group productivity
- Establish appropriate rewards for productive teamwork
- Describe the department chair’s role in guiding the departmental team

Charge #3: Recommend (in conjunction with staff) appropriate chair development tools/resources to place on AACP website as enduring pieces.

Committee Vice Chair Sorofman led a subcommittee on resources (with Cisneros, Catalano, and Ansong). They performed an extensive literature review to identify existing educational and developmental resources for department chairs. The subcommittee submitted its final report on November 24, 2010; it was forwarded to the full committee for review and then to AACP for placement on the AACP website. At the time of this writing, the resource is available on the website under the Governance tab → Council of Faculties → COF Special Projects and Information → Department Chairs → Resources for Department Chairs. The link to the site is:

http://www.aacp.org/governance/councilfaculties/Documents/Resources%20for%20Dept%20Chairs_CO_F%202011.pdf. This 10-page resource includes a list of journals, books, websites, training programs, and conferences identified by the committee by searching booksellers, web search engines, and printed reference materials for information on “department chairs” and various forms of the term “academic department leadership.” Additionally, programs attended by the department chairs of schools/colleges of pharmacy and publications reported to be read by department chairs in schools/colleges of pharmacy were identified from the department chair survey conducted by the Committee.