

AACP 2024-2025 Committee Openings and Criteria

STANDING COMMITTEES				
Committee	Description and Charges	Desired Skills or Expertise	Volunteer Commitment	Number of Openings
Academic Affairs Committee	<p>Description: The Committee shall be concerned with the intellectual, social and personal aspects of pharmacy education. It is expected to identify practices, procedures, and guidelines which will aid faculties in developing students and preparing them for the workforce.</p> <p>Charges:</p> <ol style="list-style-type: none"> 1. Develop and validate a readiness to change instrument for competency-based pharmacy education (CBPE). Conduct a thorough review and validation of the readiness to change instrument to ensure its relevance and reliability in the context of implementing CBPE. 2. Initiate a pilot implementation of the validated readiness to change instrument within select academic programs. 3. Develop recommendations to facilitate the next steps for CBPE. 	Experience or expertise: competency-based education; instrument development; mapping; measuring student performance	Work is conducted via email, conference calls, and an in-person meeting in the DC area	8-10
Professional Affairs Committee	<p>Description: The Professional Affairs Committee may consist of up to twelve members, including associate members who represent pharmacy and other health care associations/organizations. The committee will address issues associated with both professional practice and pharmacy education. The work of the committee should strive to establish and/or improve collaborative relationships with other organizations concerned with practice and education issues.</p> <p>Charges:</p> <ol style="list-style-type: none"> 1. Finalize Core elements from the Community-based Pharmacy Practice document developed by the 2023-2024 Professional Affairs Committee. 2. Develop SMART recommendations for the dissemination, socialization, and utilization of the Core elements focused on target audiences such as pharmacy academia and community-based pharmacy employers. 3. Collaborate with the 2025 AACP Community Pharmacy Student Scholars cohort to generate a resource from the Core elements targeting potential pharmacy school applicants. 	Community-based (including independent and chain settings) pharmacy practice and/or research and/or pharmacy workforce research.	Work is conducted via email, conference calls, and an in-person meeting in the DC area	12-15 (will likely be expanded as was done for the 2023-2024 committee due to the nature of the charge(s) involving community-based pharmacy practice).

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<p>Research and Graduate Affairs Committee (RGAC)</p>	<p>Description: The Research and Graduate Affairs Committee may consist of seven members that will be appointed in such a way as to represent the multiple research disciplines in pharmacy education. The duties of the Committee shall include assistance with the development of the Association's research, graduate education and scholarship agenda.</p> <p>Charges:</p> <ol style="list-style-type: none"> 1. Create an updated definition of research and scholarship for AACP that encompasses all areas of pharmacy research and scholarship represented by the Boyer model, including the scholarship of teaching and learning (see report, 2023 COD Task Force on Pharmacy Research and Scholarship). 2. Perform an audit of AACP programs and activities to identify opportunities to advance or support research and scholarship as defined in charge 1. 3. Develop metrics for programs identified in Charge 2 and develop a standing charge for the RGAC to assess and prioritize ongoing AACP programs and activities in research and scholarship. 	<p>Experience in research or graduate education in academic pharmacy or experience or expertise related to research program analysis, evaluation and planning.</p>	<p>Work conducted via email, online platform, and conference calls.</p>	<p>7-8</p>
<p>Strategic Engagement Committee</p>	<p>Description: The Strategic Engagement Committee will be comprised of no fewer than five members who will advise the Board of Directors on the formation of positions on matters of public policy and on strategies to advance those positions to the public and private sectors on behalf of academic pharmacy.</p> <p>Charges:</p> <ol style="list-style-type: none"> 1. In collaboration with Advocacy Champions at AACP member institutions, compile a catalog of best practices for state-level advocacy activities that leverage the influence of colleges of pharmacy, state boards of pharmacy and state pharmacy associations. 2. Develop a tactical agenda for AACP and our member institutions to increase the engagement of student pharmacists in professional, regulatory and legislative advocacy, including a catalog of best practices for teaching advocacy skills to student pharmacists. 	<p>Experience in advocacy or policy making at any level (local, state, or federal) and expertise related to identifying sources of practice-related income for pharmacists; implementing payment models for pharmacists' services; developing and/or implementing a practice plan for faculty; value-based contracts</p>	<p>Work conducted via email, conference calls, and an in-person meeting in the DC area</p>	<p>7-8</p>
<p>Student Affairs Committee</p>	<p>Description: The Student Affairs Committee may consist of seven members. The Committee shall be concerned with issues regarding admissions, recruitment, enrollment management, and student affairs related policies and practices and will assist with the development of the Association's relevant research agenda.</p> <p>Charges:</p>	<p>Administrators, faculty, or staff who have roles or responsibilities associated with student recruitment, admissions, or marketing.</p>	<p>Work is conducted via email, conference calls, and an in-person meeting in the DC area</p>	<p>7-8</p>

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	<ol style="list-style-type: none"> 1. Develop and pilot an instrument to measure students' holistic well-being. <ol style="list-style-type: none"> a. Conduct a literature search in the area of holistic well-being of students. b. Audit current AACP surveys to consider what is being measured related to holistic well-being of students. c. Develop measurements for holistic well-being of students. d. Pilot assessment of holistic well-being of students. 2. Continue to develop strategies, initiatives, and programs for colleges, schools, and organizations that promote holistic well-being among students, including self-advocacy training for students to ensure their voices are heard and considered in decisions that impact their wellbeing. 			
SPECIAL AND ADVISORY COMMITTEES				
Committee	Description and Charges	Desired Skills or Expertise	Volunteer Commitment	Number of Openings
Admissions Workshop Advisory Committee	<p>Description and Charges: The AACP Admissions Workshop Advisory Committee will assist with the following objectives:</p> <ul style="list-style-type: none"> • Counsel the Association on programming with the goal of providing relevant and high-value content that will enhance the professional development of workshop attendees. • Develop or refine a programming theme that aligns with the AACP Strategic Plan and promotes the professional development and leadership skills of personnel in the areas of admissions, recruitment, and student affairs. • Identify potential speakers and select session abstracts who can provide related expertise. • Assist in the development of a post-workshop assessment instrument for attendees. 	<p>Experience or expertise in leadership development, change management, or strategic planning in the areas of student affairs and enrollment management, including student recruitment, admissions, centralized application services, and student retention.</p>	<p>Work is conducted via email, online, and 6-8 monthly calls. Committee members may need to spend an additional 1-2 hours per month reviewing documents and providing feedback. Committee members are expected to attend the 2025 AACP Admissions Workshop. Optional 3-year rotating appointments.</p>	<p>3</p>

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<p>Aspiring Academics Advisory Committee</p>	<p>Description: The Aspiring Academics Advisory Committee will work in congruence with Association staff to implement the year-long Aspiring Academics program for individuals who aspire to a career in academic pharmacy.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Counsel the Association on programming for the Aspiring Academics program with the goal of informing and inspiring students from diverse backgrounds who are interested in pursuing an academic pharmacy career. • Review applications and select participants for the Aspiring Academics program. • Serve as a group mentor for one group of Aspiring Academic students. • Create content for sessions held throughout the program (e.g., Orientation, Networking Event, Graduation). • Contribute ideas for group projects that culminate with a poster at the Annual Meeting. • Identify potential sponsors and partners that might be interested in supporting the program. 	<p>Administrators, faculty, or staff who have roles or responsibilities associated with leadership development, an Advanced Pharmacy Practice Experience (APPE) in academia, an academic pharmacy residency, an academic pharmacy fellowship, curriculum design, or student affairs.</p>	<p>Work is conducted via monthly virtual meetings with the committee; 5-7 virtual meetings with the student mentee group; and email and online (e.g., Basecamp).</p> <p>Committee members are expected to attend the 2025 AACP Annual Meeting, including the Aspiring Academics graduation held at the Annual Meeting.</p> <p>Optional 3-year rotating appointments.</p>	<p>2-4</p>
<p>Audit Committee</p>	<p>Description and Charges: The Audit Committee is responsible for oversight of the annual audit process and selecting the independent auditor.</p>	<p>Experience serving on audit committees; knowledge of accounting principles</p>	<p>Work is conducted via email and conference calls</p>	<p>2: Open to COF and COD</p>
<p>Bylaws and Policy Development Committee</p>	<p>Description: The Bylaws and Policy Development Committee may consist of seven members, at least two from each of the Councils of the Association, and the Speaker of the House of Delegates. Members from the Councils will usually serve for two years with appointments staggered so that only one new member from each Council is appointed in any year.</p> <p>Charges: The Bylaws and Policy Development Committee ensures that resolutions, amendments and similar proposals to the House of Delegates which seek to establish Association policy or action are made appropriate to and ready for consideration by the House.</p>	<p>Experience authoring resolutions and organizational policy statements; knowledge of AACP's policy development process</p>	<p>Work is conducted via email, virtual meetings (at least two, frequency to depend on submission of business), and an in-person meeting during AM</p>	<p>7: Open to members of each Council (COD, COF, COS)</p>

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<p>Code of Conduct Advisory Committee</p>	<p>Description: The AACP Code of Conduct Advisory Committee shall advise the organization on matters of professional behavior of members as related to the AACP Code of Conduct.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Oversight, both general and specific, of the AACP Code of Conduct, including advising on specific, de-identified incidents or circumstances and identifying emerging issues or areas of concern • Regular review, at least once every three years, of the AACP Code of Conduct to ensure the Code reflects current needs and challenges related to professional conduct within pharmacy education • Identifying and recommending programming that supports high standards of conduct for AACP members • Advise AACP Leadership and staff on cross-association or interprofessional initiatives/updates related to professional conduct 	<p>Research misconduct and/or IRB; Student services; Law and/or ethics; and DEIA initiatives</p>	<p>Work conducted via email and virtual meetings.</p>	<p>4-6</p> <p>2-year rotating appointments</p> <p>Terms eligible for reappointment with a maximum of three terms</p>
<p>Diversity in Student Recruitment and Retention Advisory Committee</p>	<p>Description: The new Diversity in Student Recruitment and Retention (DSRR) Advisory Committee will counsel and work in congruence with Association staff and selected governance groups in support of Strategic Goal (3.1) to cultivate and support a more diverse population of learners.</p> <p>Charges:</p> <ul style="list-style-type: none"> • Bring attention to and address the cross-cutting issues in enrollment management that can adversely affect pharmacy learners from diverse backgrounds. • Promote the recruitment, admission, retention, and graduation of diverse learners in pharmacy. • Develop diversity programs, policies, and resources to support pharmacy educators, staff, and learners. 	<p>All volunteers must be administrators, faculty, or staff at a member institution who have roles or responsibilities associated with supporting student diversity efforts associated with recruitment, admissions, or retention.</p>	<p>Work conducted via email and conference calls</p>	<p>1</p>
<p>Finance Committee</p>	<p>Description: The Finance Committee may consist of six members and shall be comprised of the Treasurer, the presidential officers, and two active members of the Association.</p> <p>Charges: It shall be the duty of the Committee to advise the Executive Vice President in creating the annual budget of the Association for approval of the Board of Directors and establishing guidelines for the budgeting process for each Council, Section and SIG.</p>	<p>Experience working with non-profit organizational budgets; knowledge of accounting principles</p>	<p>Work is conducted via email and conference calls</p>	<p>2</p>

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Institutional Research and Assessment Committee (IRAC)	Description and Charges: The Institutional Research and Assessment Committee recommends changes or additions to AACP's Office of Institutional Research and Effectiveness data collection and reporting portfolio.	Deans, faculty, or staff with experience in assessment, research, or survey methodology	Work is conducted via email, and 1-2 virtual meetings conducted via Zoom.	7
Nominating Committee	Description: The Nominating Committee consists of 7 members, including the Immediate Past President who shall be the Chair, and the Immediate Past Chair of the COD, COF, and COS plus 1 appointed member for the COD, COF, and COS. Charges: <ol style="list-style-type: none"> Proactively identify, recruit, and slate well-qualified candidates for the officer positions for the AACP Election. Review the slate of candidates for the COD, COF, and COS leadership positions to ensure adequate diversity on the AACP Board. 	Experience serving on a nominating committee; experience engaging in diversity and inclusion efforts	Work conducted via email and conference calls	3: One member of COD, COF, and COS
Pharm4Me Champions Advisory Committee	Description and Charges: The purpose of the Pharm4Me Champions Advisory Committee is to advise staff on messaging and strategies to help prospective students, educators, advisors, and communities better understand and appreciate contemporary pharmacy education and careers; and increase the number of qualified applicants who apply to pharmacy school. The committee will also advise AACP staff on the upcoming Pharm4Me Student Ambassadors Program, providing ideas and feedback on how to carry out and improve the program.	Pharmacists, deans, faculty, or staff who understand or support student recruitment efforts for PharmD or graduate pharmaceutical science degree programs.	Work is conducted via email and conference calls.	6
PharmCAS Advisory Committee	Description: The PharmCAS™ Advisory Committee counsels the Association and Liaison International on the development and promotion of the Pharmacy College Application Service (PharmCAS). Charges: <ul style="list-style-type: none"> Ensuring the centralized application service is designed to meet the needs of academic pharmacy and prospective student pharmacists; Ensuring the centralized application service is operationally and fiscally sound; Promoting PharmCAS™ to AACP member institutions, prospective applicants, health professions advisors, and other related organizations; and Evaluating system performance and recommending enhancements. 	Deans, faculty, or staff with admissions, PharmCAS, and/or WebAdMIT expertise	Work is conducted via monthly conference calls on the second Tuesday of every month at 1:30 pm ET, email, online, and one in-person meeting at the AACP Annual Meeting. Optional 3-year rotating appointments.	3-4
PharmGrad Advisory Committee	Description: The PharmGrad Advisory Committee counsels the Association and Liaison International on the development and promotion of the Pharmacy Graduate Application Service (PharmGrad).	PharmGrad participating and non-participating programs are eligible to participate	Work is conducted via conference calls, email, online, and one in-person	1-3

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	<p>Charges:</p> <ul style="list-style-type: none"> • Ensuring the centralized application service is designed to meet the needs of academic pharmacy and prospective graduate students in the pharmaceutical sciences; • Ensuring the centralized application service is operationally and fiscally sound; • Promoting PharmGrad to AACP member institutions, prospective applicants, health professions advisors, and other related organizations; • Evaluating system performance and recommending enhancements; and • Counseling AACP on the challenges and opportunities in the recruitment of students in pharmacy graduate programs. 		meeting at the AACP Annual Meeting.	
AWARDS COMMITTEES				
Committee	Description/Charge	Desired skills/Experience	Commitment Information	Number of openings
Robert K. Chalmers Distinguished Pharmacy Award Committee	<p>The Robert K. Chalmers Distinguished Pharmacy Educator Award Committee:</p> <ul style="list-style-type: none"> • Reviews the materials submitted in support of nominees for this award • Selects one candidate to forward to the Board of Directors to be recognized as the recipient of the Robert K. Chalmers Distinguished Pharmacy Educator Award. • Reviews the current selection criteria and suggests necessary changes for consideration by the Board of Directors. 	Senior faculty with experience in academia and teaching/mentoring learners over many years	Work conducted via email and virtual meetings. Materials are distributed in mid-December for review (approx. 5–10-hour commitment) and one virtual meeting takes place in January (1 hour)	6
Paul R. Dawson Award for Excellence in Patient Care Research Committee	<p>The Paul R. Dawson Award for Excellence in Patient Care Research Committee:</p> <ul style="list-style-type: none"> • Reviews the materials submitted in support of nominees for this award • Selects one candidate to forward to the Board of Directors to be recognized as the recipient of the Paul R. Dawson Award for Excellence in Patient Care Research. • Reviews the current selection criteria and suggest necessary changes for consideration by the Board of Directors. 	Faculty with experience or expertise in patient care research.	Work conducted via email and virtual meeting(s). Materials are distributed in mid-December for review (approx. 5–10-hour commitment) and one virtual meeting takes place in January (1 hour)	6

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Distinguished Teaching Scholar Award Committee	<p>The Distinguished Teaching Scholar Award Committee:</p> <ul style="list-style-type: none"> • Reviews the materials submitted in support of nominees for this award • Selects up to three recipients to forward to the Board of Directors to be recognized as the recipient of the Distinguished Teaching Scholar Award. • Reviews the current selection criteria and suggests necessary changes for consideration by the Board of Directors. 	<p>Faculty with expertise in the scholarship of teaching and learning.</p>	<p>Work conducted via email and conference calls, mostly between December and February (approx. 10-15-hour commitment)</p>	<p>10</p>
Rufus A. Lyman Award Committee	<p>The Rufus A. Lyman Award Committee:</p> <ul style="list-style-type: none"> • Identifies papers published in AJPE that meet the award criteria • Selects and recommend one paper submitted to AJPE to the Board of Directors to be recognized as the recipient of the Rufus A. Lyman Award. • Reviews the current selection criteria and suggests necessary changes for consideration by the Board of Directors. 	<p>Has reviewed manuscripts published in AJPE</p>	<p>Work conducted via email and conference calls, mostly between December and February (approx. 10- 15 hour commitment)</p>	<p>5</p>
Volwiler Research Achievement Award Committee	<p>The Volwiler Research Achievement Award Committee:</p> <ul style="list-style-type: none"> • Reviews the materials submitted in support of nominees for this award • Selects one recipient to forward to the Board of Directors to be recognized as the recipient of the Volwiler Award. • Reviews the current selection criteria and suggest necessary changes for consideration by the Board of Directors. 	<p>Faculty with experience or expertise in basic science and/or clinical research.</p>	<p>Work conducted via email and virtual meeting(s). Materials are distributed in mid-December for review (approx. 5–10-hour commitment) and one virtual meeting takes place in January (1 hour)</p>	<p>6</p>