

**University of Oklahoma Health Sciences Center
College of Pharmacy**

**Executive Council Meeting
Wednesday, April 11, 2018
Room 339**

Minutes

Members Present: Hibah Awwad, Susan Conway, Vince Dennis, JoLaine Draugalis, Eric Johnson, Melissa Medina, Katherine O'Neal, Anne Pereira, Chris Rathbun, Jill Shadid, Nathan Shankar, Michael Smith, Kelly Standifer, Rex Urice, Jane Wilson

Guests: Carla Lawson, John Little

Members Absent: Kevin Farmer (excused); Daniel Nguyen (excused)

Dr. Draugalis called the meeting to order at 9:00AM.

1. Approval of minutes from December 13, 2017

A motion was made by Dr. Standifer and seconded by Dr. Rathbun to approve the minutes. All were in favor and none were opposed. The minutes were approved.

2. Announcements

None

3. New Business

Strategic Plan Update (Dr. Medina)

Last fall semester, five sections of the strategic plan were discussed with several different outcomes: Education; Research; Pharmacy Practice and Professional Service; Infrastructure and Advancement; and Faculty and Staff Development. There were no updates for any of the sections. The items presented today are more for discussion and opinion to determine how to make these items appear more regularly with accreditation coming up. A recommendation was made to have strategic plan reports at every Executive Council meeting. The decision was made to present one or two updates per month to facilitate documentation and function as a quarterly report. The updates will build and lead to what is being tracked by mid November for the Advisory Board. At the September faculty meeting, there will be a session to report the progress of the different sections as collated from the Executive Council meetings. The department strategic plans need to be updated now. No faculty retreat is planned for the spring because there was one in January. It would be ideal to have one next June to finalize the self-study.

Dr. Medina shared the six different goals charged to the campus Academic Strategic Plan #3 for the Implementation Committee to prioritize and present to the Dean's Council in May or June. The goals are: 1) Teaching academy program training to faculty (ex: Faculty Leadership Program); 2) Helping graduate students get teaching training (ex: PFF course); 3) Partnering with OU Norman College of Education (ex: educational grants); 4) Having a teaching mentoring observation feedback program; 5) Looking at networking software to share educational expertise (ex: Team-Based Learning); and 6) Identifying faculty to attend training at national program opportunities (ex: Harvard Macy Assessment Institute). The committee's first major task is to come up with an implementation plan and bring to fruition over the next two years. The Implementation Committee felt the teaching training was the most important initiative and perhaps the easiest to implement because of things currently

being done. Dr. Medina drafted an option of core teaching responsibilities and skills for faculty and how to make them on demand, similar to what was done with seminar this year where faculty could look online at training, in addition to having some workshops. A suggestion was made to concentrate on graduate student training. The Peer Observation Program may be beneficial for graduate students. The college academic strategic plan is represented in the academic strategic plan for the campus.

Self-Study Update (Dr. Medina)

In January, self-study committees were assigned and met to get a head start to help faculty become familiar with the standards and to address what changes can be made in the short term to be more compliant. Co-curriculum is an example that is being worked through Assessment Committee to finalize a plan to begin implementing in the fall semester. Do people on the self-study committees at the retreat in January feel they were able to address the questions and upload information into D2L? Is more time needed to assess how we are doing? Dr. Wilson reported some things have been identified and implemented in the Student Affairs area to insure standards are being met. Dr. Medina will schedule some meetings in May after finals to meet with each of the committees to begin moving forward and making plans. This summer, Dr. Medina and Dr. Smith will work with the Dean to begin making charges for the committees to directly reflect areas of need throughout the self-study to address in the next year.

Survey Update (Dr. Medina)

The AACP Curriculum Quality Survey will be opened today. The Graduating Senior Survey and the Faculty Survey are currently open until late May or early June. In a month or two, the Preceptor Survey and the Alumni Survey will open. This is an area of compliance done for the self-study. Since 2007, the Assessment Committee uses the feedback from surveys to longitudinally compare ourselves and track our progress on every question for every survey over time. The Assessment Committee takes seriously areas where we have gone up or down and is most concerned about 'how' we have improved ourselves and to address areas of deficiency. The data is also compared across 12 peer institutions as well as compared to national averages. In 2007, we were significantly below our peers and now we have a statistically difference above our peers that has been maintained over the years.

Web Page Progress Update (Eric Johnson)

There have been concerns about the website regarding networking, programming, or a combination of different things. Central IT and the consultants were able to fix what was invalid in some of the systems. Some pdf files have been uploaded and some broken links were fixed for Student Affairs. Michael has been asked to look at the website periodically for updates that come through which may have caused the problems and broken some of the links. The faculty research site is programmed in a testing environment and Eric will contact Clyde to move forward with connecting it to the website. Several people have access and administrative rights to make changes on the website as needed to disperse that responsibility as much as possible; however, first contact Paula Meder with concerns or if any issues are noticed.

Final Comments

Dr. Wilson welcomed Jonathan Little in his new capacity as president-elect for Pharmacy Student Council. Dr. Smith announced three weeks of classes remain and then finals.

4. Adjournment

There being no further business, adjournment was at 9:30AM.