

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

**Executive Council Meeting  
Wednesday, May 9, 2018  
Room 339**

**Minutes**

Members Present: 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: Hibah Awwad (excused); Kevin Farmer (excused)

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

**1. Approval of minutes from April 11, 2018**

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

**2. Announcements**

Eric Johnson reported the DEA was shutting down Morris & Dickson from delivering controlled substances. Yesterday they received an injunction so that is on watch status.

Dr. Standifer announced two PHF seed grants were received.

**3. New Business**

Team Science P & T Guidelines (Dr. Pereira)

The Vice President for Research met with the research deans and requested that each college form a committee to review their particular research promotion and tenure guidelines and come up with a suitable plan for their college with the idea that there should be an aspirational statement and guidelines that would be appropriate and relevant. Dean Draugalis asked Dr. Anne Pereira, Dr. Mike Smith, Dr. Nathan Shankar and Dr. Youngjae You to formulate ideas for the College of Pharmacy. They met and reviewed information online relevant to promotion and tenure and drafted a handout of suitable guidelines keeping in mind the College of Pharmacy is a very diverse group of faculty. It was difficult to find a clear definition of Team Science online; very few institutions have put anything on their web pages. Discussion ensued following distribution of the drafted guidelines. It was recommended that relevant individuals send feedback to Dr. Pereira for review and will forward to the Dean for further consideration.

Strategic Plan Update Section 4 – Advancement (Rex Urice)

The campaign goal this year is to raise \$10,000,000 because of the college's 125<sup>th</sup> anniversary. In the past, fund raising was done via a "phone-a-thon" but with changing times and the use of cell phones, it was decided to form a challenge and competition among and between alumni classes. The National Advisory Board and Alumni Association Board were asked to contact individuals they know as well as classmates to raise a minimum sum to endow \$50,000 to use as a building capital campaign. Also, individuals that have shown an

interest and a passion for the college are being solicited to make a donation. Individuals who have agreed to make a plan gift in their will or trust are being asked to consider a major gift now to see the benefits of their gift during their life. The magazine this coming fall will have a targeted insert of what has been done and what we hope to do and identify levels of participation to contribute. According to numbers from Norman's central office, the College of Pharmacy's percentage of giving was second to the highest amongst the colleges.

#### Strategic Plan Update Section 4 – Infrastructure (Dr. Mike Smith and Eric Johnson)

We have maintained our collaborations and agreements with other affiliations across campus; all of our contracts are up to date; the structure of the college is correct and updated on the web page; lines of responsibility are clearly delineated; and a policy and procedures manual is posted on the web page.

The agreements with HCA are being converted to the new hospital partner as well as some new items that were written into the new agreement are being phased in within this next year and hopefully more in the following year. Some of the new components coming into the college will support some of the faculty lines that support the hospital now.

The Dean and Eric have had on-going meetings with the Vice President and Provost for several years and were able to reduce our overhead rate from 3% to 2% which has had a significant impact specifically on the pharmacy operations. Dr. Jill Shadid and Michael Hines have been working diligently with the Minnesota Multistate Purchasing Group and are pharmacy representatives for the state of Oklahoma.

Some purchases have been initiated to upgrade technology in the classrooms this summer. Rooms 101 and 103 will no longer be distance education. Room 102W is being modified into a modular classroom where the desks and chairs can be moved around to facilitate group activities and the number of students accommodated will be slightly reduced.

#### Self-Study Update (Dr. Melissa Medina)

The PCOA was given last week. The faculty and senior surveys are being conducted currently and the preceptor and alumni surveys are waiting to be opened.

The plan is to have a faculty retreat next year. At the January meeting, committees were asked to submit their reports in May for Dr. Medina to write the report in late June.

#### **4. Adjournment**

There being no further business, adjournment was at 9:45AM.