

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

**Executive Council Meeting
Wednesday, November 14, 2018
Room 339**

Minutes

Members Present: Hibah Awwad, Susan Conway, Vince Dennis, JoLaine Draugalis, Kevin Farmer, Melissa Medina, Anne Pereira, Chris Rathbun, Jill Shadid, Michael Smith , Kelly Standifer, Rex Urice

Guests: Joel Fowler, Rita Pierce

Members Absent: Eric Johnson (excused), John Little (excused), Nathan Shankar (excused), Jane Wilson (excused),

Dean Draugalis called the meeting to order at 9:02a.

1. Approval of minutes from October 10, 2018

Rex Urice moved and Kelly Standifer seconded to approve the minutes. All were in favor and none were opposed. The minutes were approved.

2. Announcements

Michael Smith provided an update on the development of a Pharm.D/MBA joint degree. The college has been working on this for some time and the deans from both colleges are in agreement and we are moving forward. Dr. Smith will present the proposal to our curriculum committee. It will be a lengthy process since it will need to eventually go through both OU Regents and the State Regents. More information will be coming as the process moves forward.

Dr. Smith also announced the mentoring institute developed out of an OSCTR Grant is being managed out of Dr. Valerie Williams' office. It was originally intended more for lab mentoring; however it has been opened up to all HSC campus colleges. Dean Smith has signed up for the first of three training sessions, he will report back. This is simply to raise awareness about the program and is voluntary. Dr. Pereira has attended two of the three training sessions.

Michal Smith provided a little background to an email Melissa Medina had sent out regarding the syllabus template. APC has been getting syllabi with a different format from every college on campus which makes finding the necessary information for course approval slow. They would like a uniform template for all colleges and requested input from the colleges as to what each used. Pharmacy and Medicine were they only two colleges to send in templates. The decision was made to use a standardized template for all college syllabi which was sent out last week. Other than the original template submission the college had no other input. Going forward all colleges will use the standardized form. Dr. Medina added that changes to our college template would require some minor rearrangement of material and we would need to continue to add statements required for our accreditation.

3. **New Business**

Strategic Plan Update: Education – Doctor of Pharmacy Program (Melissa Medina)

Melissa Medina provided a handout updating **1) Student Recruitment:** Katie Perry has been hired in Student Affairs to assist with recruitment. Explore options to increase doctor of pharmacy enrollment. **2) Curricular Assessment:** Continue to assess, tag, map & review the curriculum and co-curriculum. **3) Student Success:** Assess students' readiness to enter Advanced Pharmacy Practice Experiences, provide direct patient care in variety of settings, and contribute as a member in an interprofessional collaborative patient care team. **4) Post-Graduate Pursuit:** Evaluate factors related to pursuit of and acceptance to post graduate education (residencies, fellowships, and graduate school). **5) Residency Development:** Promote residency and preceptor initiatives to advance pharmacy practice, research, and education in the state. Residency survey completed in September, initial response due December, 2018. ASHP managed care residency site visit will be March, 2019. **6) Graduate Program Expansion:** Expand the Graduate program by increasing the number of graduate faculty, students, and postdoctoral fellows in the program. Graduate program was reviewed in September. Response to the recommendations is being prepared.

ACPE Accreditation Self-Study Update (Melissa Medina)

Melissa Medina gave a brief update. All sub-committees are hard at work and making progress, it is an ongoing process. ACPE site visit October 16 – 18, 2019.

Book Club Discussion Chapter 4 (Melissa Medina)

Melissa Medina presented a summary on Chapter 4 – Quality Time and provided a handout with details. Homework for the next Executive Council meeting is how can you let your supervisor know that this is your primary language if it is? Participate in one quality time activity at work in the next month and evaluate how you feel after the event.

4. **Adjournment**

There being no further business, adjournment was at 10:00am.