

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

**Executive Council Meeting  
Wednesday, September 13, 2017  
Room 339**

**Minutes**

Members Present: Hibah Awwad, Susan Conway, Vince Dennis, JoLaine Draugalis, Kevin Farmer, Melissa Medina, Chris Rathbun, Jill Shadid, Nathan Shankar, Kelly Standifer, Rex Urice, Jane Wilson

Guest: Rita Pierce

Members Absent: Daniel Nguyen (excused), Katherine O'Neal (excused), Anne Pereira (excused), Michael Smith (excused)

Dr. Draugalis called the meeting to order at 9:02AM.

**1. Approval of minutes from April 12, 2017**

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

**2. Announcements**

- Dr. Draugalis introduced new council members Dr. Hibah Awwad and Dr. Susan Conway. She also announced that Dr. Katherine O'Neal would continue serving on the council as ALFP Representative. Dr. O'Neal was attending her first ACCP ALFP conference. Dr. Draugalis also pointed out the new college committee assignments had been sent out and the charges to the committees had been reviewed and updated included the Executive Council. Reminding the members the purpose of the council is to disseminate information to the faculty verbally and in other committee meetings.

**3. New Business**

- Accreditation Self-Study Update (Dr. Medina) –
- Dr. Medina and the Dean attended an ACPE workshop this summer preparing for our next accreditation visit which will occur sometime in the fall of 2019.
- The college will hold a self-study retreat on January 9, 2018 to officially launch the self-study. The self-study will last approximately 18 months.
- This semester, in order to help faculty prepare for the self-study, the self-study teams were announced in the annual committee charges document that was distributed earlier this month. There will be six teams and all faculty are included on at least 1 team. All committee work will begin in January 2018. The teams will be asked to submit their response to the charges so the final document can be written in 1 voice by Dr. Medina.
- ACPE requires broad faculty and stakeholder involvement during the self-study process so it will be a standing agenda items for Executive Council but also at College Faculty meetings. Committees will provide updates at those meetings as needed.

- Strategic Plan
- One immediate area of need is to update the college's strategic plan as a result of our program modification. Since a current strategic plan is needed for accreditation, a self-study committee will be launched this month, chaired by Dr. Medina. Dr. Medina will discuss the revision plan with the faculty at the September faculty meeting and would like faculty to review, comment on, and vote on a final strategic plan this fall.

**4. Adjournment**

There being no further business, adjournment was at 9:25AM.