

Drake University
College of Pharmacy and Health Sciences

Committee Name:	College of Pharmacy and Health Sciences National Advisory Council		
Date of Meeting:	October 11 – 12, 2007	Location:	Cowles Library Study Room 201
Minutes Prepared By:	Marilea Chase	Appendices:	Yes

1. Purpose of Meeting

Fall Meeting

2. Attendance at Meeting

Name			
Chair Liz Cardello	Maureen Reim	Bob Soltis, Dept. Chair	Mallory Heath, student
Dean Raylene Rospond	Bob Schnarr	David Zgarrick, Dept. Chair	
Melissa Corrigan	David Uddin	Marilea Chase, staff	
Jack Ellis	Pat Verdun	Charles Hartig, student	
John Forbes	Renaes Chesnut, Assoc. Dean	Matt Pitlick, student	
Dick Hartig	Matt Porepp, Student	Sara Newton, student	
Jill Haug	Chuck Phillips, Asst. Dean	Carter Birkel, student	
Patty Kumbera	Laura Sauser, Advancement Officer	Courtney Jahnke, student	
Jennifer Fix	Denise Soltis, Faculty	Jamie Holmes, student	

3. Meeting Agenda

Thursday, October 11

- 1:00 p.m. Welcome – Liz Cardello, Chair
- 1:10 p.m. Tour the College facilities in Cline, Harvey Ingham, Olin, and Fitch Hall (Please wear comfortable shoes for walking.)
- 2:15 – ACPE Accreditation Self Study Process – Chuck Phillips, Chair
- 5:00 p.m. Student participants: Carter Birkel, Sara Newton, Matt Pitlick and Charlie Hartig
- 5:30 – Reception, Anderson Gallery Lobby, Harmon Fine Arts Center
- 7:00 p.m. Meet with students from the Dean’s Student Advisory Committee, Leadership series, faculty members and view the “Selling the War: Posters of WWI” with Heather King, Anderson Gallery Director

Friday, October 12

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7:30 a.m. Continental Breakfast

8:00 a. m. Meeting Reconvenes
Morning agenda items include:

College Resources and the Upcoming Campaign
Alumni and Advancement - Laura Sauser

Leadership Series Discussion - Student Participants: Jamie Holmes, Mallory
Heath and Courtney Jahnke and staff members Darcy Doty and Allison Reich

Updates on Initiatives and Open Discussion

12:00 Noon Adjournment

4. Meeting Notes, Decisions, Issues

1:10 pm. Chair Liz Cardello called the meeting to order. Continuing and outgoing NAC members were noted. A updated membership list will be sent.

College Facilities Tour

Members participated in the college facilities tour in Olin, Fitch, Harvey-Ingham, and Cline Halls led by Associate Dean Renae Chesnut. Upon return a brief discussion of the facilities followed.

Members felt it was important for the college to have a “team” feel with facilities in closer proximity as well as maintaining the college history surrounding Fitch. Dean Rospond gave insight into the science renovation discussions and the need for classrooms to accommodate 40 – 60 students and large lecture halls flexible enough for current teaching pedagogies.

ACPE Accreditation Self-Study Process

Assistant Dean for Assessment Chuck Phillips began the ACPE Accreditation Self Study discussion with an overview of what is involved in preparation for the site visit in Spring, 2009. The ACPE has developed a new rubric process for use that emphasizes the involvement of all stakeholders in the self-study process, therefore the NAC’s involvement in the process will be critical. Background was presented on the college’s 2007 summer retreat as well as the surveys that were completed this past spring and the tabulated results. Board members, faculty, and students were divided into groups with each group focusing on a survey for comments.

The Preceptor survey group comments were: strengths were the drug use policies and cooperation for results in medication use and patient care plans and documentation procedures. Areas for further investigation included the need for a better response rate from community pharmacy sites and further education of preceptors on university policies and procedures on academic and professional misconduct and harrasment policies. Individual preceptor sites not getting site visits every year was also addressed.

The Alumni survey group comments were: the programs foster positive leadership skills and preparedness of the students for the profession. Alumni were positive on the effectiveness of the faculty’s teaching pedagogies as well as the curriculum used to prepare them for the profession. Group members would appreciate further investigation into the lack of involvement of the alumni in the alumni groups and in their professional organizations. Where is the disconnect if the students have a good relationship with the faculty and their classmates and are involved in professional organizations while on campus yet when they enter the profession they disconnect from the university, faculty, and professional organizations?

The Student survey group had positive comments on the quality of the preceptor sites and use on on-campus facilities, and resources, and the fact that they would recommend pharmacy as a career when graduate. They pointed out the disparity between the early college experiences and the later preceptor experiences; the fact that students have a good relationship with the faculty, but yet feel they are not receiving adequate academic advising; and the concern over the documentation of medication errors.

The Faculty survey group stressed the good leadership team approach of the college with access to resources needed for teaching and that their input is valued into the college processes. It was felt the college needs to look at the evaluation process of faculty. It was noted that the college is in the process of completing the full-time faculty roster. The college needs to foster an environment where all the abilities and knowledge of the colleagues are valued and appreciated with more opportunities for faculty development and equality for the ratio of students advised and mentored.

Assistant Dean Phillips then sought input from the NAC on a communication plan to engage them and other alumni stakeholders into the self-study process. A multiple format communication approach with emails, hard copy letters, a newsletter from the dean and information on the website referenced in

4. Meeting Notes, Decisions, Issues

all the materials was suggested.

Session adjourned for the evening.

Meeting reconvened at 8 am Oct. 12.

Self-Study Process - continued

With the need for the involvement of the NAC in the self-study process, members of the NAC were asked to serve as liaisons for the college's self-study committees. NAC members have been assigned for specific committees (appendix i). The committee chair will contact the liaison and will work out a communication plan for each person—whether the person wishes to participate in committee meetings via conference call, input through emails, hard copy information, or attendance at a specific meeting. The timeline for all self-study draft reports is April 15th. At the next NAC meeting in April, draft committee reports will be available for review and input from the NAC in preparation for the next stage of the self-study process. The NAC has requested in update on the ACPE's accreditation visits using the new rubric that have taken place this fall at other pharmacy colleges at their next meeting to help gauge the use of the new rubric from these experiences and Drake's self-study process. In addition, in April the NAC will have a discussion on the visibility/availability of the self-study documents for all stakeholders.

Advancement Update

Laura Sauser, COPHS Advancement officer gave an update on gifts to the college. Advancement is seeking volunteers for photos and testimonials to showcase in the annual fund campaign. Please contact her if you are willing to participate. The NAC would like to know how the Drake Pharmacy alumni compare in their gifts with other colleges of pharmacy.

Discussion was held on how much greater impact small gatherings of alumni in someone's home are for connecting with alumni in an area. In addition, specific events were discussed that have been used to connect with alumni—the White Coat ceremony, Drake Relays events, the Hooding ceremony, Pharmacy Day, and specific class year reunions.

The College's Needs Assessment document was discussed after members had had time to think about the college tour yesterday and the survey responses. The NAC would like to see the enclosed atrium space added to list (the space between Cline and Harvey-Ingham). If you have other ideas, please share them with Dean Rospond as soon as possible.

Student Leadership Development Series

Associate Dean Renae Chesnut and staff – Darcy Doty and Allison Reich presented updated information on the Student Leadership Initiative. Student participation has grown from the 8 students in 06-07 to 29 students in 07-08. Student participates from the first year – Courtney Jahnke, Jamie Holmes, and Mallory Heath spoke on the knowledge they gained from participation in the program and how they used that in their leadership positions. Eight students in the 07-08 leadership group have an opportunity to receive a scholarship award for travel to an off-campus leadership institute because of the Wal-Mart gift to the program. The NAC received this year's schedule of programs. Please contact Allison Reich or Darcy Doty if you can recommend speakers for the topics of conflict resolution or taking on challenges.

CEI Initiative Update

Kathy Schott from the Preceptor Development program gave an update on the CEI Initiative showing the website and asked for input from the NAC based on their experience with the program. 122 pharmacists have taken part in the program. A profile and a My Account for each participant is under development. NAC members stressed the importance of the program to provide feedback to

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participants on how much of the program they have completed, what they have missed and input on errors on answers to questions that were missed. The initiative is revenue neutral at this time.

Health Sciences Update

Pharmacy Science Department Chair Bob Soltis gave an update on the new Health Sciences major that has nearly 50 student enrolled this fall. Names were suggested for the Health Sciences Advisory Board.

Commitment to the Upcoming Campaign

Chair Liz Cardello initiated the final discussion of the meeting on the role of each member of the NAC in the upcoming financial campaign for the University. Dean Rospond asked members to commit to areas that they were personally willing to invest time and effort to help on the appended commitment sheet (appendix ii).

Evaluation of the Meeting

Members will be receiving an email follow-up survey in the next couple of weeks to evaluate the NAC meeting facilities, food, and agenda (appendix iii).

Chair Liz Cardello adjourned the meeting at 12:15 pm.

Action	Due Date
NAC members will serve as Committee Liaisons, They will be contacted by the committee chair asap to begin their work.	Committee work completed by 04-15-08
Send any Additional Needs Assessment suggestions to Dean Rospond (raylene.rospond@drake.edu)	11-10-07
Send names for the Health Sciences Advisory Board to Bob Soltis (robert.soltis@drake.edu)	11-10-07
Send names for the Leadership Series speaker to Darcy Doty or Allison Reich (darcy.doty@drake.edu or allison.reich@drake.edu)	11-10-07
Commit to help with the upcoming campaign by completing the enclosed commitment form (if you didn't attend the meeting). Raylene.rospond@drake.edu and marilea.chase@drake.edu	11-10-07
If you attended the meeting, complete the evaluation of the meeting survey Marilea.chase@drake.edu	11-10-07

6. Next Meeting

Date:	April 23 – 24, 2008	Time:		Location:	
Agenda:	Submit Agenda Items and meeting suggestions to Raylene Rospond (raylene.rospond@drake.edu) or Marilea Chase (marilea.chase@drake.edu) by April 1, 2008				

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Appendix i:

**National Advisory Council Liaisons
College Self-Study Subcommittees**

Self-Study Committee: Chair: Chuck Phillips Chuck.phillips@drake.edu	Liz Cardello
Assessment Committee: Chair: Chuck Phillips (see contact info above)	Melissa Corrigan Carl Jakopec
Academic Affairs Committee: Chair: Lori Schirmer Lori.schirmer@drake.edu Renaë Chesnut (ex-officio) Renaë.chesnut@drake.edu	David Uddin Suzanne Blackburn Jill Haug Bobbie Riley
Student Affairs Committee: Chair: Sally Haack Sally.haack@drake.edu Allison Reich (ex-officio) Allison.reich@drake.edu	Maureen Reim Brian Reisetter Tom Temple
Faculty Affairs Committee: Chair: June Johnson June.johnson@drake.edu	Jack Ellis Patty Kumbera
Admissions: Chair: Ronald Torry Ron.torry@drake.edu Darcy Doty (ex-officio) Darcy.doty@drake.edu	Pat Verdun Dean Pontikes Bob Schnarr
Experiential Review Council: Chair: Denise Soltis Denise.soltis@drake.edu	John Forbes Bob Stessman Mark Richards
College Administrative Committee: Chair: Raylene Rospond Raylene.rospond@drake.edu Marilea Chase (ex-officio) Marilea.chase@drake.edu	Dick Hartig Don Davidson

Appendix ii:

National Advisory Council
Role in the Campaign
10-12-2007

Name: _____

_____ Refer the Dean and/or Senior Advancement Officer to meet with alumni or corporate representatives

_____ Be a signature on a communication to alumni informing them about Drake, your involvement, and the reason to “give back”.

_____ Introduce the Dean and/or Senior Advancement officer to alumni or corporate representatives

_____ Host an event for an alumni group in your home

_____ Make phone calls and encourage alumni to attend an event

_____ Attend an event and speak about your involvement (non-financial) with Drake and the positive outcomes you have experienced by reconnecting with Drake University

_____ Willing to speak to individuals about why you “give” to Drake University

_____ Provide a financial gift to the campaign

_____ Others:

Appendix iii:

College of Pharmacy and Health Sciences
National Advisory Council
October 2007 Meeting Evaluation

Please rate on a scale of 1 – 5 with 5 being the highest rating. (Please highlight your response or underline it in the reply via email.)

I. Meeting Basics:

1) Facilities—location of the meeting, room set-up etc:

1 2 3 4 5

2) Refreshments, reception food, and breakfast:

1 2 3 4 5

3) “Selling the War: Poster of WW I”:

1 2 3 4 5

4) Should be try to plan a “campus” activity for future meetings?

1 2 3 4 5

II. Meeting Agenda

1) Tour of the Pharmacy and Health Sciences Facilities

1 2 3 4 5

2) ACPE Self-Study Discussion and Break-Out Sessions

1 2 3 4 5

3) College Advancement Update from Laura Sauser

1 2 3 4 5

4) Upcoming Campaign Discussion

1 2 3 4 5

5) Student Leadership Series Update

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1 2 3 4 5

6) CEI Update

1 2 3 4 5

III. Meeting Mission:

Overall, how would you rate the “value” of this meeting to you personally with your work on the National Advisory Council:

1 2 3 4 5

IV. Meeting Value to the College:

How valuable do you feel your input is into the operation of the College of Pharmacy and Health Sciences and education of future pharmacists and health science professionals?

1 2 3 4 5

V. NAC input into the Self-Study for ACPE Accreditation:

Do you feel your work as a liaison for the Self-Study Committees is appropriate and will be valued?

1 2 3 4 5

Please add any additional comments on the meeting or the NAC activities below: