



**ASSOCIATION OF FACULTIES OF PHARMACY OF CANADA
ASSOCIATION DES FACULTES DE PHARMACIE DU CANADA**

AFPC Annual Business / Townhall Meeting Minutes

June 12, 2013

1200-1330 hours

Niagara-on-the-Lake, Ontario

Present: See attached list of attendees

1. Opening Remarks / Introduction

Dave Edwards called the meeting to order. The following Council of Faculties Voting Members were introduced; Carla Dillon, Tannis Jurgens, Andrea Cameron, Eric Schneider, Anne-Julie Frenette, Frederic Calon, Silvia Alessi-Severini, Kerry Mansell, Ann Thompson, and Marion Pearson. Outgoing Council of Faculties voting members were Tessa Nicholl, Nese Yuksel, and Nancy Waite. Incoming Council member Anne-Julie Frenette was unable to attend. Council of Deans members in attendance were Wayne Riggs, James Kehrer, David Hill, Neal Davies, Pierre Moreau, Henry Mann, Dave Edwards, Linda Hensman, and Rita Caldwell. Forthcoming changes for the Deans were Henry Mann who was leaving the University of Toronto and Michael Coughtrie who joined the University of British Columbia. Council of Deans member Jean Lefebvre was unable to attend. Dan Thirion served as Chair, Council of Faculties and President, Board of Directors. He is Past President, Board of Directors in 2013-14.

2. Approval of Agenda

Agenda items 11c Educational outcomes survey and 11d Awards committee discussion were added to the previously circulated agenda.

3. Acceptance of Minutes from 2012 Annual General Meeting – June 6, 2012

The minutes from the June 6, 2012 Annual General Meeting were approved on June 11, 2013 by the AFPC Voting Members.

4. Memorial to Deceased Members in 2012-13

The loss of Bev Allen was recognized. One minute of silence was observed for all deceased AFPC faculty members.

5. Greetings from American Association of Colleges of Pharmacy (AACP)

Lucinda Maine, Executive Vice President and CEO provided greetings on behalf of AACP. The AACP Annual Conference is planned for July 12-16 in Chicago. Current AACP initiatives include an update of educational outcomes (CAPE), 10th Academic Leadership Cohort and Academic Research Fellows program.

6. Chairs from Council of Deans / Council of Faculties Voting Members Reports

Henry Mann (outgoing Council of Deans chair) reported on 2012-13 Council of Deans highlights. The incoming Council of Deans Chair for 2013-14 was David Hill and Vice Chair was James Kehrer. Dan Thirion (outgoing Council of Faculties chair) reported on 2012-13 Council of Faculties voting member's highlights. The incoming Council of Faculties voting members Chair was Silvia Alessi-Severini and Vice Chair was Frederic Calon.

7. Past President's Report

Dan Thirion highlighted the following accomplishments in 2012-13: communications improved with new governance structure, new AFPC asset being developed through pharmacy informatics project, moving towards multi-stakeholder approach to future experiential education activities, and improved member communications from new website design.

8. Report from June 11, 2013 Annual General Meeting for Voting Members

Under the 2012 AFPC bylaws the Council of Faculties Voting Members and Council of Deans are AFPC voting members. At the June 11, 2013 meeting the Voting Members approved the 2012 AFPC audited financial statements, approved Wolrige Mahon as the 2013 auditor and approved the 2013-14 Board of Directors. The following 2013-14 Board of Directors were approved by the Voting Members.

President-Dave Edwards

Vice President-Kerry Mansell

Treasurer-Jean Lefebvre

Director-Wayne Riggs (until July 31, 2013) /Michael Coughtrie (August 1, 2013 onwards)

Director-James Kehrer

Director-Silvia Alessi-Severini

Director-Andrea Cameron

Director-Anne Julie Frenette

Director-Rita Caldwell

Director-Carla Dillon

A copy of the approved 2012 audited AFPC financial statements was made available for all AFPC faculty members.

9. 2013 AFPC Annual Report (Executive Director's Report)

A copy of the Executive Directors 2012-13 Annual Report was circulated and Harold Lopatka highlighted the following items: i) governance review process completed, ii) multi-stakeholder plan developed for experiential education, iii) process initiated to redesign AFPC website, and iv) pharmacists-in-training project made significant progress on milestones / deliverables. A copy of the full report is posted on the website (see <http://afpc.info/sites/default/files/AFPC%20Executive%20Director%27s%202012-2013%20Annual%20Report%20May%2031%2013%20FINAL%20CIRC.pdf>).

10. Business Arising

- a. Report / follow-up – Governance review – AFPC Governance review process completed (certificate of continuance from Industry Canada and letter from Canada Revenue Agency). Strategic plan to be revised for 2014.

11. New Business

- a. Website redesign – Launch of new AFPC website planned for summer 2013.
- b. 2014 CPERC – Joint conference planned with AFPC, CPhA and PAS (Pharmacists Association of Saskatchewan). Conference to be held in Saskatoon, May 31-June 3, 2014.
- c. Educational outcomes survey – Changes made to the Council of Faculties plan to evaluate 2010 educational outcomes. Faculty survey planned for 2013/14. Final results for 2015.
- d. Awards committee discussion – 2014 changes to occur to the AFPC student and faculty award financial rewards (\$1500 cap for students, \$500 cap for faculty awards).

12. Townhall Meeting (Faculty member questions / comments)

None reported.

13. Adjournment

The meeting was adjourned at 1340 hours.



**ASSOCIATION OF FACULTIES OF PHARMACY OF CANADA
ASSOCIATION DES FACULTES DE PHARMACIE DU CANADA**

2013 – 2014 ANNUAL REPORT

THE ASSOCIATION OF FACULTIES OF PHARMACY OF CANADA 2013-14 ANNUAL REPORT

INTRODUCTION

Significant changes have occurred in academic pharmacy leadership with half of the Canadian Dean positions changing within an approximate 1 year period. Michael Coughtrie replaced Bob Sindelar at British Columbia. The outgoing Deans are Rita Caldwell, Linda Hensman, David Hill, and Henry Mann. Incoming Deans are Carlo Marra (Memorial) and Kishor Wasan (Saskatchewan). Interim Deans are Heather Boon (Toronto) and Carla Dillon (Memorial). These changes will have an impact on AFPC strategic directions and strategies.

2013-14 HIGHLIGHTS

- Launch of new AFPC website in September 2013.
- Launch of e-resource “Informatics for Pharmacy Students”
- Completion of pharmacists-in-training project – March 2014.
- Initiation of new experiential education project in early 2014.
- Reviews and revisions to AFPC strategic plan completed May 2014.

GOVERNANCE

The 1st Annual Meeting of voting members was held on June 11, 2013. This meeting is similar to a major shareholders’ annual meeting in a corporate environment. The voting members approved the 2012 financial statements and the nominations for 2013-14 Board of Director nominations. The 2014 Annual meeting of voting members will be held May 30, 2014 in Saskatoon.

A review of the revised strategic plan was conducted in 2013-14. Suggestions for change were obtained from the June 2013 strategic planning retreat. An adhoc committee reviewed draft versions of the strategic plan (committee members were Andrea Cameron, Tannis Jurgens, Michael Coughtrie and Jean Lefebvre). The vision, mission and strategic goals were revised and the revised statements will be reviewed at the May/June 2014 Council and Board meetings. It is anticipated that the final version of the strategic plan will be approved and available in June 2014.

Board of Directors

The Board of Directors met three times: June 10, 2013; December 10, 2013; and June 1, 2014. The Board of Directors members are as follows.

Director	Represents	University
Dave Edwards (President)	Council of Deans	Waterloo
Kerry Mansell (Vice President)	Council of Faculties	Saskatchewan
Jean Lefebvre (Treasurer)	Council of Deans	Laval
Dan Thirion (Past President)	Council of Faculties	Montreal
Rita Caldwell	Council of Deans	Dalhousie
Carla Dillon	Council of Faculties	Memorial

Anne-Julie Frenette	Council of Faculties	Montreal
Andrea Cameron	Council of Faculties	Toronto
Silvia Alessi-Severini	Council of Faculties	Manitoba
Jim Kehrer	Council of Deans	Alberta
Michael Coughtrie	Council of Deans	British Columbia

Council of Deans

The Council of Deans met three times: October 4, 2013 (annual meeting); February 5, 2014 (mid-year meeting); and May 31, 2014 (interim meeting). In conjunction with the mid-year meeting the Deans met with Senior Health Canada officials including the Deputy Minister. The Council of Deans membership is as follows.

Dean	University
David Hill (Chair)	Saskatchewan
James Kehrer (Vice Chair)	Alberta
Michael Coughtrie	British Columbia
Neal Davies	Manitoba
Heather Boon (interim Dean)	Toronto
Dave Edwards	Waterloo
Jean Lefebvre	Laval
Pierre Moreau	Montreal
Linda Hensman / Carla Dillon (interim Dean)	Memorial
Rita Caldwell	Dalhousie

Council of Faculties

The Council of Faculties voting members met twice: February 7, 2014 (mid-year meeting) and May 30, 2014 (annual meeting). The Council provided oversight for the internal committees (awards, education, conference planning, communications, research, experiential education, nominations). The Council of Faculties voting members are as follows.

Councilor	University
Silvia Alessi-Severini (Chair)	Manitoba
Frédéric Calon (Vice Chair)	Laval
Marion Pearson	British Columbia
Ann Thompson	Alberta
Kerry Mansell	Saskatchewan
Eric Schneider	Waterloo
Andrea Cameron	Toronto
Anne Julie Frenette	Montreal
Tannis Jurgens	Dalhousie
Carla Dillon	Memorial

ADMINISTRATIVE REPORT

Harold Lopatka and Doreen Sproule continue to provide support to AFPC. The following are selected highlights from 2013-14.

- A 2013 corporate minute book was created for Board and Council members. The minute book contains minutes from Board and Council meetings and copies of important corporate documents (e.g., bylaws, policies, reports, etc).
- This is the 2nd complete year that Quick Books has been used for accounting and book-keeping activities. This will allow easier comparisons between 2012 and 2013 financial reports.
- The terms of reference for internal AFPC Council of Faculties standing committees were reviewed and revised (i.e., awards, communications, experiential education, nominations, research, program evaluation / assessment SIG).
- An AFPC funding request entitled “Proposal for a pharmacy educator peer leader network” was submitted to Canada Health Infoway. A pharmacy educator peer leader network will be created to facilitate the integration of the AFPC e-resource into pharmacy faculty curricula with the focus on Infoway priorities. Peer leaders, who will be recruited from each of the faculties, will conduct local integration projects and document their approaches, results and lessons learned. A robust project evaluation will occur with opportunities for scholarship activities. Information about this opportunity has been provided to Council of Faculties and Council of Deans members. AFPC will benefit from the experience of establishing and maintaining a peer leader network, procuring funding for individual faculty members to conduct educational research, identifying strategies for integrating our pharmacists-in-training e-resource into pharmacy curriculum, gaining experience in the development of new evaluation / assessment tools, producing evidence related to the integration of new resources into curricula, and making improvements to our e-resource (version 1). The skills, structures, process and outputs should be transferable to other AFPC projects. We are anticipating a response from Infoway by the beginning of June 2014.

PROGRAMS / SERVICES / PROJECTS

Advocacy - On April 10, 2014 a presentation was made by the Executive Director on behalf of AFPC to the House of Commons Standing Committee on Health which is conducting a study of the best practices and federal barriers related to the scope of practice and skills training of healthcare professionals. The presentation followed the Canadian Pharmacists Association presentation. The focus was on the changing pharmacist manpower situation in Canada. A copy of the AFPC presentation notes are posted on the AFPC website.

Awards – New funding criteria were utilized in the 2014 AFPC awards program (\$1500 funding cap per student award, \$500 funding cap per faculty award). 27 submissions were received. Congratulations to the 17 award winners. The following table shows the 2014 winners for the student and faculty categories.

AFPC Awards	2014 Winner / University
Merck Canada Ltd Postgraduate Pharmacy Fellowship Award	Tullio Esposito (British Columbia)
Canadian Foundation for Pharmacy Graduate Student Award for Pharmacy Practice Research	Mina Tadrous (Toronto)
AFPC Graduate Student Research Award	Wael Alata (Laval)
Rx and D Pharmacy Student Research Poster Awards	Sara Abdi (Memorial) Jay Toulany (Dalhousie) Cyril Bigo (Laval) Stephanie Bourque (Montreal) Adil Rasheed (Toronto) Leonard Angka (Waterloo) Sidi Yang (Manitoba) Merlin Thangaraj (Saskatchewan) Zaid Alma'ayah (Alberta) In Whang (British Columbia)
Pfizer Research Career Award	Anna Taddio (Toronto)
AFPC New Investigator Research Award	Shyh-Dar Li (Toronto)
Janssen Award for Innovation in Education	Chantal Pharand, Françoise Crevier, Nancy Sheehan (Montreal)
Pharmacy Examining Board of Canada Award for Excellence in Research or Innovation in Assessment of Competence	David Fielding (British Columbia)

In addition to the 2014 student and faculty award recipients, the following additional 2014 awards were given.

Award	Recipient
Woods Hughes Special Service Award	Rita Caldwell
Woods Hughes Special Service Award	Linda Hensman
Woods Hughes Special Service Award	David Hill
Certificate of Recognition – 100 th Year Anniversary	College of Pharmacy and Nutrition – University of Saskatchewan
Certificate of Recognition – 100 th Year Anniversary	Faculty of Pharmacy and Pharmaceutical Sciences – University of Alberta
Certificate of Recognition – 50 th Year Anniversary	The Pharmacy Examining Board of Canada

Communications – The major communication activity was the official launch of the new AFPC website in September 2013. This culminated substantial work by Doreen Sproule transferring and adding new content to the website. The new home page features new navigation tabs, scrolling pictures, special portals for access, a “what’s new section” and faculty links. The main navigation tabs are; about AFPC, our faculties, meetings/events, resources, awards, advocacy, careers, and education program. Content dating back to 2010 was included. There were no significant concerns or issues reported. Faculty members are being reminded to enter information into their profiles on the website research/education directory. The communications committee co-chairs are Marion Pearson and Tessa Nicholls. Thanks to Rebecca Law our hard working newsletter editor.

Education – The main education activity is the Canadian Pharmacy Education and Research Conference (CPERC). The education committee (Eric Schneider is chair) works with the conference host faculty to plan program content and format for the CPERC conference. The 2014 CPERC has been condensed to a 1 day education session on May 31. The following sessions are planned: Aboriginal Students – Recruitment and Engagement Strategies in Pharmacy Curriculum; Next Generation of Learners – What to Expect; Pharm D Cross Country Update; Innovations in Pharmacy Education and Research Presentations; and Roundtable Discussions. The AFPC conference opening reception on May 30 (7 – 9 pm) and the AFPC Awards Banquet is planned for May 31 – 6:30 pm to 9:30 pm. Special thanks to Kerry Mansell, Heather Dawson, Eric Schneider and Pat Gerber for their efforts in planning the May 31 education day. The 2014 CPERC is being held in partnership with the Canadian Pharmacists Association and the Pharmacists Association of Saskatchewan. The joint Canadian Pharmacists Conference occurs from May 31-June 3, 2014 in Saskatoon.

Experiential education – The PEPC Executive (Angela Kim-Sing, Harriet Davies, and Ann Thompson) provided leadership in submitting a funding request to the Blueprint for Pharmacy to obtain \$60K in external funding (over 2 years) for the project “Pharmacy experiential education in hospitals and primary care”. AFPC matched the Blueprint for Pharmacy funding. The project was formally launched in early 2014. The project has 3 phases: i) action on the top 4 national priorities; ii) action on the next 6 priorities; and iii) project evaluation / assessment. The project is planned to be carried out over approximately 2 years. The following describes the 10 national priorities to be reviewed and actioned:

- Development of a national preceptor development program;
- Development of models of experiential education;
- Identification and promotion of how students add value to host organizations;
- Improved recruitment and retention of preceptors;
- Integration of internship into experiential education program;
- Enhance capacity and quality through technology;
- Improved funding for experiential education;
- Development of a guide for year-by- learning outcomes;
- Promotion of experiential education and precepting; and
- Development of best practices for exceptional experiential education sites.

Recruitment for a project manager occurred with the successful candidate to be hired by the end of June 2014. Initially the project manager will establish a project steering committee, and conduct an environmental scan of current and planned experiential education projects in Canada.

Pharmacists-in-training – This project was successfully completed on March 31, 2014. The e-resource that has been developed is unique as we are not aware of any similar educational project for use with pharmacy students. Special thanks to our project manager, Donna Pipa for her hard work and diligence over this project. AFPC benefited through an upgraded website, identification of pharmacy faculty expertise, and from creating an e-resource (a permanent organizational asset). The skills and the actual e-resource (Moodle LMS) should be transferable for use in other projects. The following project achievements occurred in the current year.

- The first version of the e-resource “Informatics for Pharmacy Students” was launched in December 2013 and can be accessed through the student online portal on the AFPC website or directly through the link www.afpc-education.info/moodle/index.php. Five domains are available: 1) Concepts and context in pharmacy informatics; 2) information management and technology; 3) Knowledge management and technology; 4) Privacy, security and confidentiality; and 5) Consumer health informatics. Special thanks to our faculty lead, Marie Rocchi, who has done a significant amount of work, leadership, and expertise in format and content development. Also, thanks to our contributing authors: Lisa Bishop, Kelly Grindrod, Neil de Haan, Doris Nessim, Olavo Fernandes, Monique Pitre, Jeff Barnett, and Donna Pipa.
- Numerous knowledge dissemination activities have occurred. Live demonstrations of the e-resource occurred for faculties and other organizations (e.g., CHI, COACH, AACP, ISMP, CAPSI, etc). Presentations of the e-resource are planned for the Canadian Pharmacists Conference, the Pharmacy Technician Educator’s Association Conference and the E-Health Conference. A poster presentation was given on the e-resource at the February 2014 Infoway Advancing Care Symposium.
- An external evaluation of the project was completed by the University of Alberta, Faculty of Extension. A mixed-method approach was used to capture the experiences of students, faculty, and other health professionals in utilizing the e-resource (Informatics for Pharmacy Students). The following was reported in the evaluation. “Overall, the participants (student, faculty, designers, and others) recognized the potential of the e-resource and felt that it was a positive development. The number of participants who chose to participate in this evaluation was relatively low; consequently, power to definitively make fine-grained statistical conclusions is limited. Through the process of triangulation, we are confident, however, in the overall finding of general satisfaction”.

Program evaluation – In follow-up to the 2013 workshop, a program evaluation / assessment SIG was created. The following are members of the SIG: Chantal Pharand (Chair), John Hawboldt, Anne Marie Whelan, Gilles Leclerc, Luc Bernier, Carmen Vezina, Eric Schneider, Beth Sproule, Maria Bystrin, Laverne Vercaigne, Sheryl Zelenitsky, Yvonne Shevchuk, Ken Cor, Ingrid Price, Bev Fitzpatrick, Lalitha Raman-Wilms and George Pachev. The SIG group met twice: February 19 and May 30, 2014. The terms of reference was approved, and the group is

sharing information about evaluation best practices and examining potential national evaluation measures.

Research – Frederic Calon is the chair of the research committee. The committee obtained input from members about current and future AFPC research related priorities and initiatives (through an online survey of faculty members). Preliminary survey results indicate that members support that AFPC should make it a priority to promote and facilitate research among membership and that AFPC should broaden its current priorities for promoting and facilitating research.

Student employment survey – This is the 3rd year that the annual AFPC student employment survey (for new graduates) was administered. The survey was initiated to monitor new graduate employment in light of a changing pharmacist manpower balance (i.e., change from pharmacist shortage to pharmacist surplus). Data collection for the 2014 survey will not be available until all faculties have administered the survey (summer 2014). Jason Johnson (CAPSI President), volunteered to conduct a comparative analysis of the results from the 2012 and 2013 surveys. The results showed there was a slight difference in employment and pharmacy sector between the two years (with fewer unemployed new graduates and more employed in community pharmacy in 2013 compared to 2012). The median starting salary was more in 2013 compared to 2012.

ACKNOWLEDGEMENT OF AWARD SPONSORS

Co-sponsors continue to provide support for our awards program and allow AFPC to maintain this important program. Thank you to the 2014 award sponsors listed below.

Merck Canada Ltd
Rx and D
Janssen Inc
Pfizer Canada Inc
Canadian Foundation for Pharmacy
Pharmacy Examining Board of Canada

As AFPC partnered with the Canadian Pharmacists Association and the Pharmacists Association of Saskatchewan for the 2014 Canadian Pharmacists Conference, we would like to acknowledge all of our previous corporate conference sponsors who provided financial support for the 2014 joint conference.

Submitted by



Harold Lopatka
Executive Director
May 22, 2014



Pharmacy Educator Peer Leader Network (PEPLN)

Association of Faculties of
Pharmacy of Canada

Purpose

- Build on the success of development of the e-Resource
- Facilitate integration of the e-Resource into pharmacy undergraduate curriculum
 - support integration of various components of Infoway's Consumer Health Program

Infoway Consumer Health Program Priorities

- **e-Visits**
 - Secure messaging between patients and their care providers
- **e-Views**
 - Patient/informal caregiver access to personal information
- **e-Renewal/e-Refill**
 - Patient initiated electronic requests for prescription renewals/refills
- **e-Scheduling**
 - Electronic patient self-scheduling with their community or ambulatory care-based clinician
- **Remote Patient Monitoring**
 - Delivery of health care to a patient's home, made possible by connecting the patient and a health care provider through a technology device

Project Goals

- 1. Peer Leader Network:** Foster leadership in pharmacy informatics by creating an environment that encourages faculty members to assume mentorship and expertise roles in their faculty
- 2. Faculty development:** Prepare faculty members for teaching pharmacy informatics competencies
- 3. Continuous Quality Improvement:** Motivate faculty members to integrate the pharmacy informatics competencies
- 4. AFPC Special Interest Group in Pharmacy Informatics:** Encourage faculty members to conduct research or collaborate in research related to pharmacy informatics

Personnel

- **Peer Leader mentor/coach**
- **E-Resource mentor/coach**
- **Peer leaders:**
 - 10
 - Coordinate and conduct local projects to integrate e-resource into their curricula

- **Intended Audience**
 - Educators in faculties of pharmacy in Canada, specifically in the areas of:
 - Pharmacy practice
 - Pharmacy administration
 - Skills-based labs
 - Experiential education

Peer Leaders - criteria

- Member of a Canadian pharmacy faculty
- Willingness to participate in PEPLN
- Commitment to 2 face-to-face workshops
- Willingness to participate in research & fulfill requirements of the research component
- Willingness to participate in the network
- Willingness to act as a mentor re: the e-Resource to other pharmacy faculty members

Peer Leaders -expectations

- Participate in workshops
- Coordinate and conduct local projects to integrate the e-Resource into curriculum
- Coach and mentor colleagues via train-the-trainer workshops, one-on-one coaching, etc
- Comply with project reporting requirements

Timelines

- Phased approach over 24 months
- Phase 1 – Project Initiation
- Phase 2 – Establish the Network (e.g. recruit Peer Leaders, initial workshop)
- Phase 3 – Integration Projects
- Phase 4 – Knowledge Transfer Workshop
- Phase 5 - Evaluation

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