



Association of Faculties
of Pharmacy of Canada

Association des facultés
de pharmacie du Canada

AFPC Awards and Nominations Booklet

2024



AFPC AWARD APPLICATION PROCESS & FORMS

Each fall, the AFPC Executive Director will announce the annual awards program by email to the Deans/Directors and AFPC members at all Faculties, Colleges and Schools of Pharmacy in Canada. Each Faculty should ensure that pharmacy and graduate students are aware of the awards and application process for student awards. Award winners will be invited to present a poster of their work at the AFPC annual conference.

The AFPC Standardized Award Application Form must be completed and submitted with each award application. Award applications, support/reference letters and all supporting documents must be submitted via email to the Executive Director, Janet Cooper (jcooper-afpc@bell.net), and copied to the Executive Assistant (admin@afpc.info), on or before the specified due date.

Forms:

- [AFPC Standardized Award Application Form](#)
- [AFPC / CCPE Graduate Student Research Award Form: Nominee's Contribution to Submitted Paper](#) (form to be completed by supervisor)

AFPC 2024 AWARDS – KEY DATES

January 15, 2024 – Poster Abstract Deadline

- Submit posters through the Call for Abstracts on the [CPERC MyAbstract site](#) to be eligible for the Whit Matthews (students) and Educational Scholarship (faculty) Poster Awards

January 31, 2024 – application deadline for the following awards:

- AFPC / CCPE Graduate Student Research Award
- AFPC / CFP Graduate Student Award for Pharmacy Practice Research
- AFPC New Investigator Research Award
- AFPC Award for Innovation in Education
- AFPC / PEBC Award for Research or Innovation in Assessment of Competence
- AFPC / Pfizer Research Career Award
- AFPC National Award for Excellence in Education
- AFPC Woods-Hughes Special Service Award
- AFPC Honoured Life Membership

March 1, 2024 – application deadline for the following award:

- AFPC / CCPE Pharmacy Student Research Poster Award (one nominee per faculty)

April 15, 2024

- Successful award applicants will be notified by the AFPC Executive Director by mid-April.

June 12, 2024 – AFPC Awards Banquet, Le Séminaire de Québec, Québec City

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**AFPC / COUNCIL FOR CONTINUING PHARMACEUTICAL EDUCATION
PHARMACY STUDENT RESEARCH POSTER AWARD
(three national awards available)**

Sponsor: Council for Continuing Pharmaceutical Education (CCPE)

Purpose

To stimulate and foster the development of research programs and research skills, in all areas of pharmacy, by undergraduate and graduate students of Faculties, Colleges and Schools of Pharmacy in Canada.

Description of the Award

1. Funding for three students from three Faculties, Colleges or Schools of Pharmacy in Canada to present a research poster at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC).
2. Each recipient will receive:
 - a) A **travel grant of a maximum of \$1,500** for return economy-class airfare or train (at the most economical rates available) from recipient's residence to the site of the AFPC meeting, accommodation (maximum three nights) and travel related expenses. The cost of printing the poster can also be included in the expense claim.
 - b) A complimentary ticket to the AFPC awards banquet.
 - c) Complimentary registration for the AFPC annual conference.

Selection Criteria

1. Eligible candidates are undergraduate or graduate students conducting a research project in a Faculty, College or School of Pharmacy in Canada. A student conducting a project in a pharmacy related area whose primary supervisor is a pharmacy faculty member is also eligible.
2. Each Faculty, College or School of Pharmacy shall select and submit one nominee. The student must have had a significant role in the research and poster and be one of the top three authors. It is suggested that each Faculty, College and School hold an annual research poster competition to select its nominee. The poster presented from this local competition should be submitted for the AFPC competition.
3. To enable both undergraduate and graduate students to be winners of the three awards, if no undergraduate students' posters are ranked in the top three (of 10) through the peer review process, they will receive one of the awards if the poster is ranked in the top five.

Application Procedures

1. **This award competition is limited to one nominee per faculty. The deadline for submission of nominations to AFPC is March 1, 2024.**
2. Each faculty is to inform AFPC of the name of their nominee and instruct their nominee to complete the standardized award application form, provide electronic copies of their poster and poster abstract (using the template for abstracts for the AFPC annual conference – see below), and submit this information to

the AFPC Executive Director, Janet Cooper, at jcooper-afpc@bell.net, and copied to the Executive Assistant (admin@afpc.info).

3. The Executive Director shall forward the individual submissions to the Chair of the Awards Committee.
4. The AFPC Awards Committee will coordinate the review of all submissions by a panel of recognized experts who are AFPC faculty members.
5. The selection of the three best poster submissions shall be made no later than April 15, 2024.
6. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidates.
7. The award winners shall be recognized at the AFPC awards banquet held during the annual conference.
8. No individual shall receive the award more than once within a four-year time frame. However, past nominees who did not win the award may be selected by their faculty for submission in future years.

The three best poster award recipients are expected to participate in the poster session of the AFPC annual conference and attend the awards banquet. The recipients will automatically be included in the posters eligible for the AFPC Whit Matthews Undergraduate and Graduate Student Poster Awards.

Poster Abstract Template:

When submitting your application for the Student Research Poster Award, your abstract should follow the template for poster abstracts for the AFPC annual conference. Please follow these instructions when writing the abstract to accompany your poster:

1. ***There are two types of poster abstracts that can be submitted: Pharmacy Education Initiatives and Research.*** The Research category includes: 1) Teaching and Learning Research / Scholarship, 2) Pharmaceutical Science Research, or 3) Pharmacy Practice Research.
2. ***Pharmacy Education Initiative abstracts*** should include these 4 sections: 1) Background, 2) Goals, 3) Description, and 4) Effectiveness of the Initiative.
3. ***Research abstracts*** should include these 4 sections: 1) Purpose, 2) Methods, 3) Results, and 4) Conclusion.
4. ***Abstracts must not exceed 350 words*** excluding the title and author affiliations.
5. ***Formatting requirements:***
 - Abstracts must be written in Microsoft Word (.docx) format.
 - The preferred font size and typeface are 11-point Calibri. Use the Symbol font for symbols and Greek letters.
 - Abstracts should be typed single-spaced and left-justified.
 - The title of the abstract should be typed bold in Sentence case (not all capitals) and be left-justified.
 - The authors' names and addresses must appear in a new line, in upper and lower case, not indented. Author names must include full first name, middle initial, last name (in that order).
 - The name of the presenting author should be italicized and preferably in the first position.
 - The affiliation for all authors must be indicated on a separate line using number superscripts if authors are from more than a single affiliation.
 - One-line space should be left between the authors' affiliations and the beginning of the body of the abstract, with no indents. The main text of the abstract should be typed in upper and lower case.

AFPC / COUNCIL FOR CONTINUING PHARMACEUTICAL EDUCATION GRADUATE STUDENT RESEARCH AWARD

Sponsor: Council for Continuing Pharmaceutical Education (CCPE)

Purpose

To recognize the best research paper written by a pharmacy graduate student, and accepted for publication, or published, during the calendar year preceding the annual meeting.

Description of the Award

A certificate will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). A **travel grant of a maximum of \$1,500** will be provided for the recipient to attend the AFPC Annual conference. The grant will cover train or airline travel at economy fares (i.e., lowest available fares), accommodation expenses (maximum three nights) and related travel costs. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Criteria for Submission of Papers

1. Eligible papers (English or French) are those that have been published or accepted for publication in a peer-reviewed journal within the calendar year.
2. Only one nomination per Faculty, College or School of Pharmacy will be considered.
3. The student must have conducted the research for the paper while a graduate student and be the primary author of the paper.

Application Procedures

1. To apply, the candidate must submit the following in PDF format to the AFPC Executive Director, Janet Cooper, at jcooper-afpc@bell.net, and copied to the Executive Assistant (admin@afpc.info). **Deadline for submission is January 31, 2024.**
 - a) The standardized award application form
 - b) The paper to be judged
 - c) Notice of acceptance from the journal in which the paper is to appear, if it has been accepted, but not yet published
 - d) A form completed by the candidate's supervisor indicating the student's contribution to the experiments, analysis and writing of the paper. This form will be shared with the Evaluation Committee.
 - e) A letter of support from the candidate's graduate supervisor confirming that the paper meets the criteria for the Award (the letter will not be circulated to the Evaluation Committee)
 - f) An indication by the candidate of their willingness to attend the AFPC conference to accept the award.

Selection Criteria

1. The papers submitted shall be judged on the basis of criteria which include originality of research, scientific rigour and clarity of presentation.
2. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their research paper at the AFPC annual conference.

Evaluation Committee

1. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts.
2. The Evaluation Committee is usually composed of three faculty members selected from the Faculties, Colleges or Schools of Pharmacy in Canada.
3. The members of the Evaluation Committee shall assess the papers submitted as indicated below and shall send their final assessment to the AFPC Awards Committee.
4. The final decision on the best paper shall be made by the AFPC Awards Committee, and the selection shall be made no later than April 15, 2024.
5. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate.

AFPC / CANADIAN FOUNDATION FOR PHARMACY GRADUATE STUDENT AWARD FOR PHARMACY PRACTICE RESEARCH

Sponsor: Canadian Foundation for Pharmacy (CFP)

Purpose

The AFPC / CFP Award will be given for the best research paper published or accepted for publication during the year preceding the AFPC annual meeting by a pharmacy graduate student. The paper will report on research completed by the applicant while a graduate student at a Canadian Faculty of Pharmacy.

Description of the Award

A certificate will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). A **travel grant of a maximum of \$1,500** will be provided for the recipient to attend the AFPC annual conference and present their work. The grant will cover train or airline travel at economy fares (i.e., lowest available fares), accommodation expenses (maximum three nights) and related travel costs. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Criteria for Submission of Papers

1. Eligible papers (English or French) are those that have been published or accepted for publication in a peer-reviewed journal within the calendar year preceding the application date for the award.
2. The paper must be original applied research and fall within one or more of the following categories:
 - a) Pharmacy practice research that may include survey research, modeling, comparative studies and meta-analysis.
 - b) Drug efficacy and safety studies within the context of optimizing the role of pharmacists in contributing to patient outcomes.
 - c) Behavioral, social and administrative research that translates to the practice of pharmacy.
 - d) Pharmacoeconomic, pharmacoepidemiologic or drug policy research which guides decision makers in providing optimal value in drug use.

Note that pharmaceutical science research papers will not be considered for this pharmacy practice research award.

3. The applicant must have conducted the research for the paper while a graduate student.
4. A graduate supervisor may only present one candidate in each competition.

Application Procedures

1. To apply, the candidate must submit the following in PDF format to the AFPC Executive Director, Janet Cooper, at jcooper-afpc@bell.net, and copied to the Executive Assistant (admin@afpc.info). **Deadline for submission is January 31, 2024.**

- a) The standardized award application form, signed by the student's supervisor.
- b) The paper to be judged.
- c) Notice of acceptance from the journal in which the paper is to appear, if it has been accepted, but not yet published.
- d) A letter of support from the candidate's graduate supervisor at the time the research was conducted (submit as separate PDF). This letter will confirm that the paper meets the criteria for the award (the letter will not be circulated to the Evaluation Committee).
- e) An indication by the candidate of willingness to attend the AFPC conference to accept the award.

Selection Criteria

1. The papers submitted shall be judged on the basis of criteria which include: originality of research, clarity of presentation, scientific rigor and impact to pharmacy practice.
2. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their research at the AFPC annual conference.

Evaluation Committee

1. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts.
2. The Evaluation Committee is usually composed of three faculty members selected from the Faculties, Colleges or Schools of Pharmacy in Canada.
3. The members of the Evaluation Committee shall assess the papers submitted as indicated below and shall send their final assessment to the AFPC Awards Committee.
4. The final decision on the best paper shall be made by the AFPC Awards Committee, and the selection shall be made no later than April 15, 2024.
5. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate.

AFPC / COUNCIL FOR CONTINUING PHARMACEUTICAL EDUCATION WHIT MATTHEWS GRADUATE/UNDERGRADUATE STUDENT POSTER AWARD

Sponsor: Council for Continuing Pharmaceutical Education (CCPE)

Purpose:

To recognize the best undergraduate and graduate student posters presented at the annual AFPC conference.

Description of the Award

The AFPC / CCPE Whit Matthews Graduate/Undergraduate Student Poster Award has two categories, graduate and undergraduate (i.e., first professional degree). Within each category, a winner will be selected from the students' presenting posters at the annual AFPC conference. Each winner will be presented with a **cash award of \$500** in recognition of their achievement at the awards banquet during the conference.

The AFPC / CCPE Whit Matthews Graduate/Undergraduate Student Poster Award, first introduced in the 2005-2006 awards booklet, is intended to stimulate student interest in research. The choice of Whit Matthews for the name of the award is to recognize former Professor and Dean, A. Whitney (Whit) Matthews (1902-1992) who was instrumental in setting up the Canadian Conference of Pharmaceutical Faculties (CCPF) organization in 1944 that would eventually become AFPC. Professor Matthews was the first Chairman of the Committee on Graduate Study and Pharmaceutical Research, a position he held for 12 years. Professor Matthews was a strong believer in the importance of promoting research and graduate studies in Canadian Faculties and Schools of Pharmacy.

Eligibility

1. Graduate category: the student must be in a graduate program at the MSc or PhD level with their primary supervisor being a faculty member in a Faculty, School or College of Pharmacy in Canada.
2. Undergraduate category: the student must be in a first professional degree (e.g., BSc Pharmacy or PharmD) or undergraduate degree (e.g., pharmaceutical science degree) program with their primary supervisor being a faculty member in a Faculty, School or College of Pharmacy in Canada.
3. The student must have had a significant role in the research and poster, and must be listed as the presenting or co-presenting author in the abstract submission (for abstracts submitted using the CPERC [MyAbstract software](#)) or be one of the top three authors (if the abstract is submitted through the Pharmacy Student Research Poster Award process).
4. The student must attend and present their research work during the poster session at the AFPC annual conference. Judging will be done during the afternoon break on June 12th.
5. At the time of abstract submission (deadline is January 15, 2024), all graduate and undergraduate student poster submissions will automatically be entered into the competition for the AFPC/Whit Matthews poster award, including the three winners of the AFPC Student Research Poster Awards. The standardized award application form does NOT need to be submitted.
6. A maximum of two posters can be presented by a student, due to the time available for judging. If the student has more than two posters accepted for presentation, they will be asked to confirm the two that will be presented for the award competition.

Selection Criteria

A peer review committee of at least two professors/investigators will judge the posters during the AFPC conference. Time spent at each poster will normally be 10-15 minutes. Criteria for marking will include the originality of the research, clarity of presentation by the candidate, responses to questions by the reviewers, and the overall look and quality of the poster.

The awards will be presented at the AFPC awards banquet.

AFPC NEW INVESTIGATOR RESEARCH AWARD

Sponsor: Association of Faculties of Pharmacy of Canada

Purpose

To recognize outstanding research achievements and contributions of the junior members of the academic staff of Faculties, Colleges or Schools of Pharmacy in Canada.

Description of the Award

A certificate will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). Travel and accommodation expenses **to a maximum of \$500** will be provided for the recipient to attend the AFPC conference. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Selection Criteria

1. Each candidate must be an active member of the academic staff in one of the Colleges, Faculties or Schools of Pharmacy in Canada. Note that the candidate does not need to have tenure track status.
2. The candidates shall be involved in high quality research in pharmacy as an independent principal investigator, which includes the supervision of graduate students and/or postdoctoral fellows.
3. The nominee must be the principal investigator of the work submitted for consideration and must have been in the professorial stream for not more than a total of seven years at the deadline for submission of nominations. Note that selection will be based on research conducted during the nominee's current academic appointment. If a major portion of the candidate's research has been performed as part of a group, the individual's role in the work must be clearly explained.
4. The seven-year maximum may be extended up to two years if the nominee has taken maternity or parental leave (dates of leave to be indicated on application form).

Procedures for Nominating Eligible Candidates

1. Candidates shall be nominated by at least two AFPC members (use AFPC standardized award application form).
2. The nominees shall sign the nomination forms indicating their willingness to let their names stand.
3. The nominators shall submit a covering letter (joint or two separate letters), not exceeding two typed pages, outlining the qualifications of the nominees that qualify them for the Award, according to the selection criteria for the Award.
4. The application shall include a complete current *curriculum vitae*, provided by the nominee. The c.v. shall include information concerning the nominee's academic training and career, including positions held; honours and awards; peer reviewed grants; peer reviewed publications; invitational presentations; offices held in scientific or learned societies; editorial or advisory positions held with scientific or learned publications; visiting professorships; postgraduate fellows and graduate students directed, along with titles of projects; graduate or research courses or seminars conceived, taught, or coordinated; relevant

collaborations with other researchers; and other such information, including unpublished manuscripts which may be relevant. The candidate's curriculum vitae must clearly state the date of appointment at their Faculty, College or School of Pharmacy.

5. The nominators shall also solicit the opinions of three recognized experts in the nominee's field. **At least one of the letters from experts must be from outside Canada.**

Method of Selection

1. Each fall, the Executive Director of AFPC shall inform all AFPC members of the terms of reference, criteria and application procedures for the Award.
2. Applications, including all relevant materials and documentation as outlined in "Procedures for Nominating Eligible Candidates", must be received by email in pdf format by the AFPC Executive Director (jcooper-afpc@bell.net) and copied to the Executive Assistant (admin@afpc.info), **no later than January 31, 2024** for the competition. This includes the [standardized award application form](#).
3. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts and the selection shall be made no later than April 15, 2024.
4. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate.
5. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their research at the AFPC annual conference.
6. If there is no suitable candidate, the Award shall not be given in a particular year.
7. Nothing shall preclude the presentation of the Award posthumously, provided the candidate was not deceased prior to twelve months before the presentation of the Award.

AFPC AWARD FOR INNOVATION IN EDUCATION

Sponsor: Association of Faculties of Pharmacy of Canada

Purpose

This Award will recognize the development of a significant innovation in teaching, learning and/or assessment that have been implemented and evaluated by members of the academic staff and are currently in place and operating within a Faculty, College, or School of Pharmacy within Canada.

Description of the Award

A certificate will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). Travel and accommodation expenses **to a maximum of \$500** will be provided for the recipient to attend the AFPC conference. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Selection Criteria

1. AFPC members who have developed an innovation in pharmacy education are eligible for this award.
2. The candidate (individual or team) will be selected based upon the innovation and demonstration of its impact within the candidate's Faculty, College or School.

Procedure for Nominating Eligible Candidates and Submitting Application

1. A candidate shall be nominated by at least two AFPC members (use AFPC standardized award application form).
2. The nominators will submit a letter indicating why the innovation is significant and the impact it has made within their Faculty, College or School and its applicability beyond their institution.
3. The nominee shall sign the nomination form indicating willingness to let their name stand.
4. The nominee will submit a portfolio in pdf format of no more than 25 pages (excluding appendices, which can be a maximum of 25 pages), following the outline below. Clarity and conciseness will be valued in this portfolio.

Description of the innovation – 40%

- Describe intent and reasons for implementing the innovation.
- State specific learning objectives/desired outcomes that the innovation addresses.
- Include sample instructional or assessment materials.
- Describe or provide examples of what happens in the course or specific activity (e.g., what the student does, what the instructor does)

Evidence of impact on student learning – 40%

- Include student and peer evaluations of the innovation.
- Discuss how the evidence suggests that the strategy or materials are effective. May include student work samples, tables, etc.

Practicality/workability/transferability – 10%

- Discuss how easily the innovation might be implemented at other colleges and schools of pharmacy or within other experiential learning environments.

Personal reflections – 10%

- Describe what makes the approach/materials innovative in pharmacy education.
- What does this innovation add to existing information in this area?
- Discuss what was successful and not successful.
- Describe any modifications planned and the rationale for those modifications.

Method of Selection

1. Each fall, the Executive Director of AFPC shall inform all AFPC members of the terms of reference, criteria and application procedures for the Award.
2. Applications, including all relevant materials and documentation as outlined in 'Procedures for Nominating Eligible Candidates and Submitting Application', must be received by the AFPC Executive Director (jcooper-afpc@bell.net), and copied to the Executive Assistant (admin@afpc.info), **no later than January 31, 2024**. Applications should be forwarded by email in pdf format. This includes the AFPC standardized award application form.
3. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts and the selection shall be made no later than April 15, 2024.
4. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate.
5. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their award-winning work at the AFPC annual conference.
6. No individual may receive the Award more than once in any five-year period.
7. If there is no suitable candidate, the Award shall not be given in that particular year.
8. Nothing shall preclude the presentation of the Award posthumously, provided that the candidate was not deceased prior to 12months before the presentation of the Award.

AFPC / PHARMACY EXAMINING BOARD OF CANADA AWARD FOR RESEARCH OR INNOVATION IN ASSESSMENT OF COMPETENCE

Sponsor: Pharmacy Examining Board of Canada (PEBC)

Purpose

To forge external partnerships and give recognition of support for PEBC. To recognize outstanding work in the area of assessment of competence in the field of Pharmacy.

Description of the Award

1. A certificate bearing the logos of AFPC and PEBC will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada.
2. **PEBC will provide a maximum of \$3,000** for this annual award which will include the following:
 - a) A cash award of \$1,000 for the recipient.
 - b) Reimbursement to the recipient for air/rail travel expenses, including return economy-class airfare, from their residence to the site of the AFPC annual conference to receive the award.
 - c) Reimbursement of accommodation expenses at the conference hotel (maximum three nights).
 - d) Reimbursement of meal expenses to a maximum of \$50 per day.
3. AFPC will provide the recipient with complimentary registration for the annual conference and a ticket to attend the awards banquet.

Selection Criteria

1. A candidate must be an active member of the Association of Faculties of Pharmacy of Canada.
2. The candidates for the Award shall be contributing to development in the area of assessments through innovative work in conducting research, seminars, workshops, conferences, committees or publications.
3. Evidence shall be presented regarding the impact of the candidates' work including recognition of outstanding work by peers and/or students.

Procedures for Nominating Eligible Candidates

1. Candidates may apply themselves for their nomination, with one additional nominator who is an AFPC member. Or they shall be nominated by at least two AFPC members (use [AFPC standardized award application form](#)).
2. The nominees shall sign the nomination form indicating their willingness to let their names stand.
3. The nominators or applicants shall submit a letter indicating why the innovation of the nominees is significant and describing the impact it has had within their Faculty, College or School and its' applicability beyond their institution.

4. The application shall include a complete current *curriculum vitae*, provided by the nominee. The *c.v.* shall include information concerning the nominee's academic training and career, including positions held; honours and awards; peer reviewed grants; peer reviewed publications; invitational presentations; offices held in scientific or learned societies; editorial or advisory positions held with scientific or learned publications; visiting professorships; postgraduate fellows and graduate students directed, along with titles of projects; graduate or research courses or seminars conceived, taught, or coordinated; relevant collaborations with other researchers; and such other information, including unpublished manuscripts, which may be relevant.
5. The nominees shall submit a portfolio in pdf format of no more than 25 pages (excluding appendices, which can be a maximum of 25 pages), following the outline below:

Description of the research or innovation 40%

- Describe intent and reasons for conducting/implementing the research or innovation
- State specific objectives/desired outcomes that the research or innovation addresses in the area of competency assessment
- May include sample supporting materials (e.g., assessment materials forms that evaluate the assessments)
- Describe or provide examples of the methods used to conduct the research or implement the innovation (e.g., what the student does, what the instructor does)
- Describe the overall results of the research/innovation

Evidence of impact on competency assessment 40%

- Examples may include student and peer evaluations of the innovation
- May discuss how the evidence suggests that the research/innovation met the stated objectives/desired outcomes. May include student work samples, tables, etc.

Practicality/Workability/Transferability 10%

- Discuss how easily the research or innovation might be implemented in other pharmacy settings

Personal reflections 10%

- Describe what makes the research or approach/materials innovative in the area of assessment of competence in the field of Pharmacy
- What does this research/innovation add to existing information in this area?
- Discuss what was successful and unsuccessful
- Describe any modifications planned and the rationale for those modifications.

Method of Selection

1. Each fall, the Executive Director of AFPC shall inform all AFPC members of the terms of reference, criteria and application procedures for the AFPC / PEBC Award.
2. Applications, including all relevant materials and documentation as outlined in "Procedures for Nominating Eligible Candidates", must be received by email in pdf format by the AFPC Executive Director (jcooper-afpc@bell.net), and copied to the Executive Assistant (admin@afpc.info), **no later than January 31, 2024**. This includes the standardized award application form.

3. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts and the selection shall be made no later than April 15, 2024.
4. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate and inform PEBC.
5. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their award-winning work at the AFPC annual conference.
6. No individual may receive the Award more than once in any five-year period.
7. If there is no suitable candidate, the Award shall not be given in a particular year.
8. Nothing shall preclude the presentation of the AFPC/PEBC Award posthumously, provided the candidate was not deceased prior to 12 months before the presentation of the Award.

AFPC EDUCATIONAL SCHOLARSHIP POSTER AWARD

Sponsor: Association of Faculties of Pharmacy of Canada

Purpose:

To recognize the best innovative and effective educational scholarship poster presented by a faculty member at the AFPC annual conference.

Description of the Award

Educational scholarship and the Scholarship of Teaching and Learning (SoTL) have gained traction in academic pharmacy as legitimate forms of scholarly activity.¹ Recognizing the intellectual work of teaching as scholarship and growing expectations for context-specific, evidence-based and research-informed curriculum decision-making are driving interest and engagement in the field.

Aligned with AFPC's commitment to advancing the quality of pharmacy education through scholarship, this Educational Scholarship Poster Award (ESPA; first awarded in 2022) recognizes and celebrates the scholarly achievements of faculty colleagues making a difference through educational scholarship and research. Informing best practices in educational research, teaching, student learning, curriculum decision-making and educational leadership for the benefit of our students, our institutions and academic pharmacy in Canada and beyond is the cornerstone of this award. The winner will be selected from the posters presented by Canadian pharmacy faculty members at the annual AFPC conference.

Eligibility

1. Candidates for this award will be identified through the AFPC Call for Abstracts and online abstract submission process. The standardized award application form does NOT need to be submitted. Only abstracts submitted in the [CPERC MyAbstract software](#), under the Pharmacy Education Initiative or Teaching and Learning Research/Scholarship categories, will be considered for this award.
2. The lead author and presenter of the poster must be an AFPC member (i.e., faculty at a Canadian pharmacy school).
3. At the time of abstract submission (deadline is January 15, 2024), the author will be invited to enter the competition for the AFPC Educational Scholarship Poster Award, by indicating on the online abstract submission software that the submission is to be considered for the award.
4. If an oral presentation abstract submission, that indicated it wanted to be considered for the ESPA, is accepted for an oral presentation, it will not be eligible for the poster competition. However, if this oral abstract is accepted as a poster presentation, it will be included in the competition.
5. The poster author must attend and present their SoTL work during the poster session at the AFPC annual conference.

Selection Criteria

A peer review committee will judge the abstracts and posters submitted for consideration under this award. Evaluation criteria will include:

- meets the definition of Scholarship of Teaching and Learning (SoTL)
- uses a theoretical foundation
- incorporates methodological appropriateness and rigour
- originality and innovativeness of the research
- utility and the potential impact for pharmacy education
- overall look and quality of the poster.

Evaluation will be a two-step process. First, all accepted poster abstracts that indicate that they should be considered for the ESPA, will be peer-reviewed and scored. The authors of the top 5-6 abstracts will be asked to submit a PDF of their poster four weeks prior to the start of CPERC. These posters will be reviewed prior to the conference and will then be presented and judged during CPERC.

In addition to the poster itself, presentation of the top 5-6 posters will also be evaluated, including a concise articulation of the educational challenge or opportunity, ability to highlight the methods and findings, compelling and persuasive discussion, and responsiveness to questions. Time spent at each poster by the review team will be about ten minutes.

After evaluating the posters, the judges will select a single poster as the winner. If no poster is deemed sufficiently qualified, the judging committee may choose not to present the award in any given year.

The award recipient will be recognized at the AFPC awards banquet along with a certificate recognizing the achievement, as well as complimentary registration to the next AFPC annual conference (may be deferred to the following year).

¹ Footnote:

Scholarly Teaching (ST): goes beyond content knowledge and preparing and delivering a teaching session to observing a teaching-learning problem or opportunity, consulting literature, selecting and applying an educational intervention, conducting systematic observation, documenting observations, analyzing results and obtaining peer evaluation. The intent of scholarly teaching is to improve teaching practice and student learning (Medina et al, 2012; Richlin, 2001).

The Scholarship of Teaching and Learning (SoTL): builds on the end product of ST to include making teaching strategies and learning outcomes peer-reviewed and publically disseminated in appropriate media and venues. It involves identifying key issues from the process of scholarly teaching, analyzing results and putting them into the context of the existing knowledge base so others can comment and build on those efforts (Medina et al, 2012; Richlin, 2001).

References:

Glassick, C. E. (2000). Boyer's expanded definitions of scholarship, the standards for assessing scholarship, and the elusiveness of the scholarship of teaching. *Academic Medicine*, 75(9), 877-880.

Medina, MS, Bouldin, AS, Gonyeau M, Kissack, JC, Maldonado, WT, Melchert, RB, Moukhachen, O, Plaza, CM. Report of the 2011-2012 Academic Affairs Standing Committee: The evolving role of scholarly teaching in teaching excellence for current and future faculty. *American Journal of Pharmaceutical Education* 2012; 76(6): Article S5.

Richlin L. *Scholarly Teaching and the Scholarship of Teaching*. *New Dir Teach Learn*. 2001; (86):57- 68. doi:10.1002/tl.16.

AFPC / PFIZER RESEARCH CAREER AWARD

Sponsor: Pfizer Canada ULC.

Purpose

To stimulate and foster the development of research programs in all areas of Pharmacy by recognizing research excellence of members of the academic staff of Faculties, Colleges or Schools of Pharmacy in Canada.

Description of the Award

A certificate will be presented to the recipient at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). Travel and accommodation expenses **of a maximum of \$500** will be provided for the recipient to attend the AFPC conference. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Selection Criteria

1. A candidate must be an active member of the academic staff of the Faculties, Colleges or Schools of Pharmacy in Canada.
2. The candidate for the Award shall be:
 - a) Pursuing an active research career in pharmacy, including the supervision of graduate students and/or postdoctoral fellows; and
 - b) Exerting a broad influence on pharmaceutical research as recognized by peers at national and international levels.
3. The Award may also be given for a distinguished career or for a particular special achievement in pharmaceutical research.

Procedures for Nominating Eligible Candidates

1. Each candidate shall be nominated by at least two AFPC members (use [AFPC standardized award application form](#)).
2. The nominees shall sign the nomination forms indicating their willingness to let their names stand.
3. The nominators shall submit a covering letter, not exceeding two (2) typed pages, outlining the qualifications of the nominee that qualify them for the Award, according to the selection criteria for the Award. The candidate's research supervisor is not eligible to serve as a nominator.
4. The application shall include a complete, current *curriculum vitae*, provided by the nominee. The *c.v.* shall include information concerning the nominee's academic training and career, including positions held; honours and awards; peer reviewed grants; peer reviewed publications; invitational presentations; offices held in scientific or learned societies; editorial or advisory positions held with scientific or learned publications; visiting professorships; postgraduate fellows and graduate students directed, along with titles of projects; graduate or research courses or seminars conceived, taught, or coordinated; relevant

collaborations with other researchers; and such other information, including unpublished manuscripts, which may be relevant.

5. The nominators shall also solicit the opinions of three recognized experts in the nominee's field. **At least one of the letters from experts must be from outside Canada.**

Method of Selection

1. Each fall, the Executive Director of AFPC shall inform all AFPC members of the terms of reference, criteria and application procedures for the AFPC / Pfizer Award.
2. Applications, including all relevant materials and documentation as outlined in "Procedures for Nominating Eligible Candidates", must be received by email in pdf format by the AFPC Executive Director (jcooper-afpc@bell.net), and copied to the Executive Assistant (admin@afpc.info), **no later than January 31, 2024**. This includes the [AFPC standardized award application form](#).
3. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts and the selection shall be made no later than April 15, 2024.
4. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate and inform Pfizer Canada ULC.
5. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their research at the AFPC annual conference.
6. No individual may receive the Award more than once in any 10-year period.
7. If there is no suitable candidate, the Award shall not be given in a particular year.
8. Nothing shall preclude the presentation of the AFPC/Pfizer Award posthumously, provided the candidate was not deceased prior to 12 months before the presentation of the Award.

AFPC NATIONAL AWARD FOR EXCELLENCE IN EDUCATION

Sponsor: Association of Faculties of Pharmacy of Canada

Purpose

To recognize an academic staff member's contribution(s) to the development of major innovations in Canadian pharmacy education.

Description of the Award

A certificate will be presented to the recipient at the awards banquet at the annual meeting of the Association of Faculties of Pharmacy of Canada (AFPC). Travel and accommodation expenses **of a maximum of \$500** will be provided for the recipient to attend the AFPC conference. The recipient will also receive complimentary registration for the annual conference and a complimentary ticket to attend the awards banquet.

Selection Criteria

- 1) Eligible candidates must be an active member of the academic staff of the Faculties, Colleges or Schools of Pharmacy in Canada.
- 2) The candidate for the Award shall:
 - a) Have an active teaching career in pharmacy; and
 - b) Be exerting a broad influence on pharmacy-related education as recognized by peers at the nominee's university and/or at national levels.
- 3) The candidate shall be selected based upon evidence to support:
 - a) Their leadership role in the development of university teaching and learning beyond his or her courses. Specific examples include:
 - o Conducting seminars, workshops, conferences or other events for university colleagues on teaching/learning topics
 - o Work with teaching/learning committees or centres
 - o Papers, texts, newsletters or other publications on university teaching
 - o Research on university teaching/learning problems
 - o Organizing an orientation program for teaching assistants
 - o Work on curriculum projects
 - o Work within organizations/associations that have a mandate to support university teaching and learning
 - o Any other evidence that might be helpful to the Awards Committee.
 - b) Their teaching excellence, as recognized by peers and students. Some examples include:
 - o Data from teaching evaluations over several years (preferably with normative data)
 - o A list of special course development effort
 - o A list of teaching awards received
 - o A description of any particularly effective teaching strategies
 - o Letters of support from colleagues and students
 - o An example of course materials

- o Any other evidence that might be helpful to the Awards Committee.
- c) Their distinguished teaching career involving specific innovations in pharmacy-related education.

Procedures for Nominating Eligible Candidates

1. Candidates shall be nominated by at least two AFPC members (use AFPC standardized award application form).
2. The nominee shall sign the nomination forms indicating their willingness to let their name stand.
3. The nominators shall submit a covering letter, not exceeding two typed pages, outlining the qualifications of the nominee that qualifies them for the award, according to the selection criteria for the Award.
4. Each application shall include a complete, current *curriculum vitae*, provided by the nominee. The *c.v.* shall include information concerning the nominee's academic training and teaching specialties.
5. The nominee shall also provide details concerning their contributions to innovative teaching strategies. These strategies must be in place and operating as part of a professional pharmacy curriculum. The strategies themselves can be part of curriculum, integral parts of certain courses, or related to the concepts of life-long learning and continuing education. The descriptions of innovative strategies that are implemented in the basic sciences and in the clinical sciences are both deemed to be appropriate. Strategies that are directed towards outcomes are considered to be most pertinent in judging the merits of individual contributions. Note that this information can be a maximum of 50 pages.
6. The nominee and nominators shall submit all material in support of each application directly to the AFPC Executive Director by January 31, 2024.

Method of Selection

1. Each fall, the Executive Director of AFPC shall inform all AFPC members of the terms of reference, criteria and application procedures for the Award.
2. Applications, including all relevant materials and documentation as outlined in 'Procedures for Nominating Eligible Candidates', must be received by the AFPC Executive Director (jcooper-afpc@bell.net) and copied to the Executive Assistant (admin@afpc.info), **no later than January 31, 2024**. Applications should be forwarded by email in PDF format.
3. The AFPC Awards Committee will coordinate the review of all nominations by recognized experts and the selection shall be made no later than April 15, 2024.
4. The Awards Committee Chair will inform the AFPC Executive Director of the decision, who will then send notification to the successful candidate.
5. Presentation of the Award shall be made at the AFPC awards banquet.
6. The successful candidate is expected to attend the AFPC awards banquet to receive the award and will be invited to present a poster on their award-winning work at the AFPC annual conference.
7. No individual may receive the Award more than once in any 10 year period.
8. If there is no suitable candidate, the Award shall not be given in that particular year.
9. Nothing shall preclude the presentation of the Award posthumously, provided that the candidate was not deceased prior to 12 months before the presentation of the Award.

AFPC WOODS-HUGHES SPECIAL SERVICE AWARD

Description of the Award

The Association of Faculties of Pharmacy of Canada (AFPC) instituted an award in 1992 to be presented to an individual or group of individuals, who are current or past AFPC members, and who have provided exceptional service to the Association.

The Award is named for two of the founding members of AFPC. Dean Esli L. Woods was the first Chair of the Canadian Conference of Pharmaceutical Faculties (CCPF), which later became AFPC, and Dr. F. Norman Hughes was the first secretary of CCPF. Dean Woods served as Chair from 1944-1946 and Dr. Hughes was secretary from 1944-1949 and Chair, in 1952 and 1970. (*Information from: Celebrating our Heritage: A History of the Association of Faculties of Pharmacy of Canada, the First Fifty Years 1944-1994. Edited by Bernard E. Riedel and Ernst W. Stieb.*)

Eligibility/Criteria

All AFPC members are eligible for this award. Past long-standing members who have contributed significantly to the organization may also be considered.

To have provided exceptional service, the AFPC member will be recognized as having provided outstanding contributions and/or leadership in several ways. These can include (but are not limited to):

- Serving the membership through ongoing AFPC endeavors (e.g., newsletter, website development, conference organization, committee involvement)
- Serving as a councilor or an officer of AFPC (e.g., executive member, executive director)
- Chairing AFPC committees including significant AFPC initiatives
- Representing AFPC on national or international initiatives, external to Board/Council affairs
- Representing AFPC on national pharmacy or interprofessional organizations.

Exceptional service can also be recognized as providing an outstanding contribution and/or leadership in a single position or initiative. Exceptional service usually occurs over several years, but depending on the service, it may occur within a one-year period.

Selection Process for the Award

1. A letter is to be submitted to the AFPC Executive Director, outlining the nominee's contribution to AFPC.
2. The standardized award application form must also be completed and submitted, signed by two nominators, who are AFPC members in good standing.
3. Note that the nominee is not required to sign the standardized application form.
4. **The deadline for submission is January 31, 2024.**
5. The Executive Director will present nominations to the AFPC Board of Directors for review and approval, and the selection shall be made no later than April 15, 2024. If a worthy candidate is agreed upon, the Executive Director or President will notify the recipient.
6. The successful candidate is expected to attend the AFPC awards banquet to receive the award.

Generally, only one Woods-Hughes Special Service Award will be awarded each year; in exceptional circumstances, up to two may be awarded. As the award is based on exceptional service, it may not be awarded every year.

Award Presentation

The Woods-Hughes Special Service Award will be presented at the annual AFPC awards banquet held in conjunction with the annual conference. The recipient will be presented with a certificate and provided with complimentary registration to the AFPC annual conference, including a ticket to the awards banquet. A small travel grant to support attendance at the AFPC conference may be provided, depending upon the recipient's need and AFPC's annual budget

AFPC HONOURED LIFE MEMBERSHIP

Description of the Award

AFPC Honoured Life Membership is awarded to eligible individuals to recognize their outstanding contribution to the Association of Faculties of Pharmacy of Canada at a national level, in accordance with established criteria. Honoured Life Members shall have the right to belong to AFPC as a member for their lifetime.

Eligibility and Criteria

1. AFPC Faculty Members: on retirement or disablement, an Honoured Life Membership will be awarded to individuals who have made significant contributions to AFPC and have been members for a minimum of 10 years (including at least five consecutive years at the time of their retirement or disablement).
2. AFPC Associate Members or Non-Members: individuals who have made significant contributions to AFPC, but who are not eligible to be regular academic members, can also be awarded Honoured Life Membership.
3. Nominations will be assessed based on the extent of outstanding contributions to AFPC at a national level, in support of AFPC's mission and vision, such as:
 - a) Served on the AFPC Board of Directors, as President or an Officer.
 - b) Served on the AFPC Council of Deans or Council of Faculties.
 - c) Leadership over many years as the Chair of AFPC Committees, Special Interest Groups, Task Forces, Working Groups, or through other voluntary work.
 - d) Contribution to AFPC which has enhanced academic pharmacy at a national or international level.
 - e) Evidence of recognition and/or honour because of national academic pharmacy contributions.
 - f) Impact in support of the mission and goals of AFPC where the nominee has influenced change.

Application and Selection Process

1. Candidates shall be nominated by at least two AFPC members. The standardized award application form must be completed and submitted, signed by the two nominators, who are AFPC members in good standing.
2. Note that the nominee is not required to sign the standardized application form.
3. At least one letter must be submitted to the AFPC Executive Director, outlining that the criteria have been met. The nominee's contribution and service to AFPC must be documented in sufficient detail to allow adjudication and selection.
4. **The deadline for submission is January 31, 2024.**
5. The Executive Director will present nominations to the AFPC Board of Directors for review and approval, and the selection shall be made no later than April 15, 2024. If a worthy candidate is agreed upon, the Executive Director or President will notify the recipient.
6. The successful candidate is expected to attend the AFPC awards banquet to receive the award.

7. The number of AFPC Honoured Life Membership awards granted in one year is not limited; if there are no qualified candidates nominated, the award will not be granted.

Award Presentation

Honoured Life Memberships will be presented at the annual AFPC awards banquet held in conjunction with the annual conference. The recipient will be presented with a certificate and provided with complimentary registration to the AFPC annual conference, including a ticket to the awards banquet. A small travel grant to support attendance at the AFPC conference may be provided, depending upon the recipient's need and AFPC's annual budget.



AFPC Standardized Award Application Form 2024

(To be completed for all award nominations; note that the form can be digitally signed)

1. Please indicate the AFPC award being applied for:

STUDENT

1. Graduate Student Award for Pharmacy Practice Research (Canadian Foundation for Pharmacy)
2. Graduate Student Research Award (Council for Continuing Pharmaceutical Education)
3. Pharmacy Student Research Poster Award (Council for Continuing Pharmaceutical Education)

Undergraduate Student

Graduate Student

FACULTY

1. Award for Innovation in Education
2. National Award for Excellence in Education
3. New Investigator Research Award
4. Research Career Award (Pfizer Canada)
5. Award for Research or Innovation in Assessment of Competence (Pharmacy Examining Board of Canada)
6. Honoured Life Membership
7. Woods-Hughes Special Service Award

2. NOMINEE

- a. Name _____
- b. Faculty _____
- c. Title & Degrees _____
- d. Mailing address _____

- e. Telephone _____

f. Email

g. Signature

3. NOMINATOR(s)

Name (#1)

a. Title

b. Mailing address

c. Telephone

d. Email

e. Signature

Name (#2 – if required)

a. Title

b. Mailing address

c. Telephone

d. Email

e. Signature

Award application checklist (please review individual award requirements in the Awards 2024 Nomination Booklet).
Forms are available on the AFPC website under the [Awards tab](#).

Completed Award Application Form (this form).

Nominee's Contribution to Submitted Paper Form (only for AFPC CCPE 2024 Graduate Student Research Award)

Letter(s) of support (where applicable)

Written submission explaining how nominee fulfilled award criteria (where applicable)

Copy of published paper, abstract, poster (where applicable)

Curriculum vitae (where applicable)

Portfolio (where applicable)

Submission deadline has been met: January 31 or March 1, 2024



Association of Faculties
of Pharmacy of Canada

Association des facultés
de pharmacie du Canada

AFPC CCPE 2024 Graduate Student Research Award Nominee's Contribution to Submitted Paper

Student Nominee: _____

Nominee's Supervisor: _____

This form is to be completed by the Nominee's supervisor of the submitted paper.

Nominee's Contribution Criteria	Contribution of the Nominee to this Criteria* (score 1 to 5 based on percentage reference guide below)	Additional Comments from the Supervisor on Nominee's contribution (optional)
To the experiments (e.g., design of study/ methods, data collection)		
To the analysis (e.g., statistical analysis)		
To the writing (e.g., writing the first draft, revisions and edits, literature review of background, interpretation of data)		

***Percentage Reference Guide:**

- 1:** 0-9% = very minimal to no contribution or involvement of the nominee in this criteria
- 2:** 10-39% = minimal contribution or involvement of the nominee in this criteria
- 3:** 40-64% = moderate contribution or involvement of the nominee in this criteria
- 4:** 65-89% = high contribution or involvement of the nominee in this criteria
- 5:** 90-100% = very high contribution or involvement of the nominee in this criteria

Nominee's Supervisor's Signature: _____ Date: _____



**Association of Faculties
of Pharmacy of Canada**

**Association des facultés
de pharmacie du Canada**

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