

**CRITERIA AND CALL FOR TOPICAL ROUNDTABLE DISCUSSIONS**  
**2015 AACP AND AFPC ANNUAL MEETING**  
**DEADLINE WEDNESDAY, FEBRUARY 25, 2015**

The Council of Sections (COS) invites members of the American Association of Colleges of Pharmacy and the Association of Faculties of Pharmacy of Canada to submit topics for the topical roundtable discussions held on Sunday, July 12, Monday, July 13 or Tuesday, July 14.

Roundtables are intended for informal discussions of pressing current topics important to the Academy and to provide a venue to both share and learn from other colleges and schools.

**Submitting a Roundtable Discussion Topic**

- All topics should be submitted [online](#) to Timothy Ives, Council of Sections Immediate Past Chair by **Wednesday, February 25, 2015**.
- If you have suggestions for a roundtable facilitator, please submit the name of potential facilitators along with the suggested topic.
- When submitting your roundtable topic, please submit an objective as to what information the participants will take away from the discussion.
- For topics that receive multiple submissions, roundtable facilitators will be selected for the Sunday, Monday, or Tuesday session.
- There should only be **one** facilitator per roundtable, as each table will only have seating for ten.
- Multiple topic submissions addressing similar focus areas may be requested to merge into one roundtable.
- Notification regarding which topics have been selected will be e-mailed to the submitter by early April.

**Roundtable Discussion Session Logistics**

- Meeting participants have the opportunity to select and rotate twice between twenty tables.
- Each facilitator will have two groups of approximately nine people.
- Each rotation will be 25 minutes.
- Unfortunately, Power Point presentations, Internet, posters and other A/V equipment are not possible in this setting.
- In our effort to go green, handouts are not required. However, if you would like to give handouts to participants, you must provide them.

Please send any questions to Melinda Colón at [mcolon@aacp.org](mailto:mcolon@aacp.org).