

Minutes of Faculty Council Meeting 273
Wednesday, June 21, 2017
11:00 a.m.
Room 1210

Present: D. Dubins (Chair), S. Angers, V. Arora, Z. Austin, J. Balendra, S. Bjelajac Mejia, R. Bonin, H. Boon, A. Cameron, T. Chalikian, I. Crandall, D. Croteau, C. Cummins, M. Dunne, J. Farrell, O. Fernandes, P. Grootendorst, S. Guilcher, J. Henderson, J. Kellar, J. Lake, A. Lee, P. Lee, R. Macgregor, R. MacDowall, A. Mills, T. Oridota, E. Paradis, K. Pardee, O. Pereira, L. Raman-Wilms, M. Rocchi, M. So, M. Tadrous, A. Thompson, B. Thrush, Sa. Walker, J. Wells, P. Wells, A. Woods, L. Chung (Recording Secretary)

Regrets: D. Cheng, C. Ho, R. Keay, A. Malek, P. Pennefather, F. Razzagh, B. Sproule, A. Taddio, S. Wu

1. Approval of Minutes of Meeting on April 27, 2017

MOVED: P. Wells; **SECONDED:** J. Lake; **THAT,** the minutes of the meeting held on April 27, 2017, be approved.

CARRIED

2. Report of the Executive Committee

D. Dubins relinquished Chair to P. Grootendorst, Vice-chair, to present the report of the Executive Committee. This Committee has not convened since the last report to Council.

For approval:

In early 2017, the Office of the Governing Council and the Office of the Vice-Provost, Academic Programs provided new templates to divisions and offered guidance on how to amend their constitutions and bylaws to incorporate:

- Language reflecting Council's delegated authority with respect to for credit certificates. The *Policy on Certificates (For Credit and Not-For-Credit)* was approved by the Governing Council in February, 2016, replacing the former *Policy for Diplomas and Certificate Programs*. The current *Policy* provides for Council's delegated authority to approve proposals for the establishment and closure of Category 1 and Category 2 for credit certificates and major and minor modifications to existing certificates.
- The teaching stream faculty appointment titles of Professor, Teaching Stream; Associate Professor, Teaching Stream; Assistant Professor, Teaching Stream; and Assistant Professor, Teaching Stream (Conditional), which were approved by the Governing Council on June 25, 2015.

In addition to the changes associated with the teaching stream titles and *Policy on Certificates*, the changes to the *Constitution* included:

- The definition of "Other Academic Appointee" was reconciled with the University of Toronto template wording, to include the new teaching stream rankings;
- Membership of Council (Section VI) has been adjusted to reflect changes in the administrative structure at the Faculty.
- Specific policies describing selection procedures of Council membership have been moved to the Faculty Council ByLaws (Section VI (d) through (g) inclusive).

MOVED: A. Mills; **SECONDED:** L. Raman-Wilms; **THAT,** the amendments to the Constitution of Faculty Council be approved.

CARRIED

The changes to the *ByLaws* included:

- Inclusion of the selection procedures of Council membership (as referenced above) under Election/Appointment Procedures & Length of Term. The section included:

Rules of Procedure for the Election and Appointment of Members to Council 1) Elections and appointments for all constituencies to Council and to its Standing Committees will be completed by July 1st of each year.

1. Other Academic Appointees will be appointed by Council on the recommendation of the Striking Committee for a three-year term.
2. Undergraduate Students will be elected by and from among students in the Doctor of Pharmacy (Pharm.D.) program for a one-year term. Elections for one representative from each year of the PharmD program will be organized by the Undergraduate Pharmacy Society.

3. A Pharm.D. for Pharmacists student representative will be elected by and from among students in the Pharm.D. for Pharmacists program for a one-year term.
4. A Graduate Student will be elected by and from among the Graduate Students for a one-year term. The election will be organized by the Pharmaceutical Sciences Graduate Students' Association.
5. An International Pharmacy Graduate (IPG) student representative will be elected by and from among students registered in the IPG program.
6. The Administrative Staff members will be elected by and from among the Administrative Staff. They may serve up to a three-year term.
7. The Alumnus/a member will be appointed by the Director, Advancement (or equivalent) from among the Alumni. The Alumnus/a member will serve for a three-year term, with a maximum of two consecutive terms.
8. External Stakeholders. These individuals will serve for a term of three (3) years renewable. i) The representative of the Ontario College of Pharmacists will be appointed by the College for a three-year term. ii) The representative of the Ontario Pharmacists Association will be appointed by the Ontario Pharmacists Association. iii) The representative of the Ontario Branch, Canadian Society of Hospital Pharmacists will be appointed by the Ontario Branch. iv) The Pharmacy Directors of the Toronto Academic Health Science Network (TAHSN) hospitals will be appointed by Council on the recommendation of the Striking Committee.

- Re-numbering of ByLaw sections to accommodate insertion of the above section.
- Modifications to the Committee on Curriculum and Assessment section to include diplomas and certificates.

MOVED: R. Macgregor; **SECONDED:** J. Henderson; **THAT**, the amendments to the ByLaws of Faculty Council be approved.

CARRIED

3. Report of the Striking Committee

P. Grootendorst presented the report of the Striking Committee. This Committee has not convened since the last report to Council.

Faculty Council & Standing Committee membership had been updated since they were last approved by Council on April 27, 2017.

MOVED: P. Grootendorst; **SECONDED:** J. Lake; **THAT**, the 2017-18 committee membership for Faculty Council and Standing Committee be approved.

CARRIED

4. Report of the Academic Standing Committee

I. Crandall presented the report of the Academic Standing Committee. This Committee convened twice since the last report to Council.

Pharm.D. Program:

- Results of the Year 1 class were approved. A motion was passed to follow up with potential ways to address the failure rate in PHM140H1 Molecular Pharmacology.
- Results of the Year 2 and 3 classes were approved.
- Grades for APPE blocks 8, 9 and 10 were approved. A motion was approved to empower the Faculty Registrar to accept passing grades from any conditioned students.
- Results for the student enrolled in the combined Pharm.D.-MBA program were approved.

Results from the Pharm.D. for Pharmacists Program Board of Examiners were approved. A motion was approved that the Coordinator of the Pharm.D. for Pharmacists program be empowered to accept passing grades from any conditioned students.

5. Report of the Program Evaluation and Accreditation Committee:

L. Raman-Wilms presented the report of the Program Evaluation and Accreditation Committee. This Committee convened twice since the last report to Council.

Program Annual Reports:

International Pharmacy Graduate (IPG) Program: Significant progress on program renewal occurred over the 2016-17 academic year. Over 70% of the identified course changes required for renewal have been implemented for the current offering of the program. The new renewed program is scheduled to launch in spring 2018.

Continuous Professional Development (CPD): The report from CPD tracked registration, programs offered, learner demographics, learner satisfaction, and highlights the increased use of online learning. Moving forward, CPD will determine if current approaches adequately capture performance indicators. Enrolment and net promoter score may be important in metrics moving forward.

Graduate Program: A final report will be submitted and shared with Council at a future meeting.

Pharm.D. Program – Interim Report: The priority for this program is the alignment of teaching, learning and assessment. More connectivity with the student experience is being sought and building on previous work. The program is also exploring methods of synthesizing and sharing data, and developing mechanisms to use data for decision-making. A final report will be reviewed at a future Committee meeting.

Pharm.D. for Pharmacists Program: A final report will be reviewed at a future Committee meeting.

Online Course Evaluations:

A team from the Centre for Teaching Support and Innovation (CTSI) attended a Committee meeting to discuss the Committee's involvement in developing online course evaluations for all of the Faculty's academic programs. The first working meeting is scheduled for mid-July. Progress on this project will be a priority for this Committee in the upcoming academic year. A question was raised as to whether evaluations can be administered after the final examination to supplement the evaluations in order to 'close the feedback loop'.

6. Call for Vote: Faculty Council Chair

D. Dubins relinquished Chair to P. Grootendorst, Vice-chair.

Nominations for Chair were solicited prior to this meeting. D. Dubins was nominated and accepted the nomination to serve as Chair of Council for another term (i.e., 3 years). Since P. Grootendorst took a sabbatical year from July 1, 2016 to June 30, 2017 he will remain as Vice-chair of Council until June 30, 2018.

MOVED: D. Croteau; **SECONDED:** S. Bjelajac Mejia; **THAT,** the nominations for Faculty Council Chair be closed.

CARRIED

D. Dubins was elected as Faculty Council Chair to serve from July 1, 2017 to June 30, 2020.

7. Other Business

No other business was brought forward.

The Chair thanked Faculty-wide Committee Chairs, Program Committee Chairs, and the council secretary for their hard work and service. The Chair thanked members of Faculty Council for participating in Leslie Dan Faculty of Pharmacy governance.

Meeting adjourned: 12:00 noon