Minutes of Faculty Council Meeting 279  
Thursday, February 14, 2019  
10:00 to 11:00 a.m.  
PB 1210


1. Approval of Minutes, October 10, 2018

MOVED:  J. Henderson;  SECONDED:  O. Fernandes, THAT, the minutes of the meeting held on October 10, 2018, be approved.

CARRIED

2. Report of the Striking Committee

The Vice-Chair presented updated Faculty Council membership and Standing Committees of Council lists for approval.

MOVED:  P. Grootendorst;  SECONDED:  Z. Austin, THAT, the updated 2018-19 membership lists of Faculty Council and its Standing Committees, be approved.

CARRIED

The Vice-Chair will continue to provide updates to membership of Council and the standing committees.  A document will be distributed to faculty members requesting preference for committee participation for the next academic year.  The Faculty will undergo a constitutional review upon the arrival of the incoming Dean.

3. Report of the Committee on Academic Standing

This Committee convened four times since its last report to Council.

FOR APPROVAL

MEETING OF 23RD OCTOBER 2018

Pharm.D. Program—Report of the Program Committee

Amended Award Record—Rexall Pharmacy Group Scholarships

This award previously was named the Pharma Plus Drugmarts Limited Scholarship.  The donor requested that the name be changed to reflect the current name of the company.  The conditions of the award remain unchanged.

Amended Award Record—Rho Pi Phi Fraternity Entrance Scholarship

This award previously was named the Rho Pi Phi Sidney Faibish Memorial Scholarship.  It was established initially in 2012 with a donation of $2,500, which was awarded as an entrance scholarship in the amount of $500 in each of five successive years.  The Rokeah Chapter of the Rho Pi Phi Fraternity has renewed this scholarship with a change in the name of the award.  The conditions remain unchanged.

MOVED:  J. Wells;  SECONDED:  K. Cameron, THAT, the decision of the Committee on Academic Standing be upheld in approving the amended award records for the Recall Pharmacy Group Scholarships and the Rho Pi Phi Fraternity Entrance Scholarship.

CARRIED
MEETING OF 11TH DECEMBER 2018

Pharm.D. Program—Report of the Program Committee

Amended Award Record—Hunter Family Award

The Hunter Family Contribution Bursary was established by Michael Hunter in 2013. The award was based on financial need and has been given to a student in Year 3 of the Pharm.D. Program who was a Canadian citizen or permanent resident, preferably from outside the Greater Toronto area, and who had achieved Honours standing in PHM205H1 (Medication Therapy Management 2).

The value is the annual income from an endowment of $25,000.

Mr. Hunter has determined that his award henceforth is to be a merit-based award. It will be given to the student in Year 2 of the Pharm.D. Program who achieves the highest final grade in PHM241H1 (Topics in Pharmaceutical Quality and Clinical Laboratory Medicine) and has not won an award of greater value.

MOVED: J. Wells; SECONDED: K. Cameron, THAT, the decision of the Committee on Academic Standing be upheld in approving the amended award record for the Hunter Family Award.

CARRIED

MEETING OF 12TH FEBRUARY 2019

Pharm.D. Program—Report of the Program Committee

Amended Award Record—Ontario Pharmacists Association Award

The award was established by the Ontario Pharmacists Association in 2015, to be given annually in the amount of $1,000 to each of five students entering Year 4 of the Pharm.D. Program who have achieved academic excellence and who have demonstrated outstanding service to the community. Academic excellence is defined as a minimum Annual GPA of 3.0.

Whereas the previous record stipulated that recipients must be student members of the Ontario Pharmacists Association, the amended record requires that they have been student members in each of Years 1, 2 and 3.

MOVED: J. Wells; SECONDED: K. Cameron, THAT, the decision of the Committee on Academic Standing be upheld in approving the amended award record for the Hunter Family Award.

CARRIED

New Award Record—Susannah Biggs Scholarship

This scholarship was established through a bequest from Susannah Biggs, who graduated from the Faculty of Pharmacy, University of Toronto, in 1964 with the degree of Bachelor of Science in Pharmacy. During a career that spanned 39 years, she was a practicing pharmacist in community pharmacies on Danforth Avenue and throughout Metropolitan Toronto.

The scholarship will be awarded to one student entering Year 4 of the Pharm.D. Program who has achieved an Annual GPA of at least 3.30 in each of the first three years of the program, and who has achieved Honours standing in at least three of the four Medication Therapy Management courses. The student also must be eligible for financial assistance under the OTSS guidelines.

The value of the award will be the annual income from the Susannah Biggs Family Fund.

MOVED: J. Wells; SECONDED: Z. Austin, THAT, the decision of the Committee on Academic Standing be upheld in approving the new award record for the Susannah Biggs Scholarship.

CARRIED
New Award Record—Metro Ontario Pharmacies Award for Health and Wellness

This award was established by Metro Ontario Pharmacies Limited. It will be awarded to the student in the Pharm.D. Program who achieves the highest final grade in PHM388H1 (Minor Ailments).

The value of the award will be the annual income from an endowment of $25,000.

MOVED: J. Wells; SECONDED: K. Cameron, THAT, the decision of the Committee on Academic Standing be upheld in approving the new award record for the Metro Ontario Pharmacies Award for Health and Wellness.

CARRIED

Graduate Program

New Award Record—Dr. Heather Boon Award for Natural Health Products and Traditional Medicine Research at the University of Toronto

This award was established by Dr. Heather Boon, who is a professor and former dean (2013–2018) at the Leslie Dan Faculty of Pharmacy and currently is Vice-Provost, Faculty and Academic Life, University of Toronto. Her scholarly interests include the safety and efficacy of natural health products as well as issues of policy and regulation respecting complementary and alternative medicines.

The award will be given to a student in any year of a graduate program in the Leslie Dan Faculty of Pharmacy who is conducting research in the area of natural health products and/or traditional medicine. No application will be required, and no award will be given if a suitable candidate cannot be identified.

The value of the award will be the annual income from an endowment of $50,000.

Members of the Committee expressed concern over what was seen as a lack of clarity in the terms of the award. In particular, there was uncertainty over what was to be considered ‘traditional medicine’ and who would receive the award if there were two or more eligible candidates. It also was unclear how the lack of an application would mesh with current procedures within the graduate department, where the submission of a single application renders a student eligible for all awards.

MOVED: J. Wells; SECONDED: P. Grootendorst, THAT, the decision of the Committee on Academic Standing be upheld in deferring the Dr. Heather Boon Award for Natural Health Products and Traditional Medicine Research at the University of Toronto to the Graduate Education Committee to clarify what is meant by ‘traditional medicine,’ how the award would be conferred in the event of more than one applicant and how current procedures within the graduate department would accommodate the lack of applications.

CARRIED

International Pharmacy Graduate (IPG) Program

New Award Record—IPG Alumni Bursary

This bursary was established by the IPG Alumni Committee to help alleviate some of the financial burden experienced by students in the IPG Program. It will be awarded to full-time students in the program at the Leslie Dan Faculty of Pharmacy, University of Toronto, on the basis of financial need. Consideration for the bursary will require an application, and a form for this purpose is being developed.

The value of the award will be the annual income from an endowment of $25,000.

MOVED: J. Wells; SECONDED: D. Croteau, THAT, the decision of the Committee on Academic Standing be upheld in approving the new award record for the IPG Alumni Bursary.

CARRIED

New Award Record—The Charlotte Tannenzapf Memorial Award in Clinical Skills in Medication Management

This award was established by Dr. Renate Krakauer, who was born in Poland in 1941 and emigrated with her parents to Canada in 1948. She graduated from the Faculty of Pharmacy, University of Toronto, in 1963 with the degree of
Bachelor of Science in Pharmacy. Over the course of subsequent years she obtained a Master’s degree in Environmental Studies from York University and the degree Doctor of Education from the University of Toronto. In 2001, she was awarded the degree Doctor of Health Studies (honoris causa) by Charles Sturt University in Australia. She held various positions at Seneca, Sheridan and Humber Colleges of Applied Arts and Technology, York University, the City of York (Ontario) and the Ministry of Health of the Province of Ontario. Upon her retirement, she became the president and chief executive officer of the Michener Institute for Applied Health Sciences. Dr. Krakauer also is the author of short fiction, a memoir of her childhood as a Holocaust survivor and one novel. The award is established in memory of Dr. Krakauer’s mother, Charlotte Tannenzapf, who had trained as a pharmacist in Poland.

The award will be given to the student registered in the IPG Program who obtains the highest grade in Clinical Skills Medication Management. To be considered for the award, a student must have achieved the minimum threshold of 75 percent and be in good academic standing in other courses. If no student meets the criteria, no award will be given. In the event of a tie between two or more students, their files will be reviewed by the Course Co-ordinators to identify those who particularly excel in an orientation toward patient-focused care. No application will be required.

The value of the award will be the annual income from an endowment of $25,000.

MOVED: J. Wells; SECONDED: Z. Austin, THAT, the decision of the Committee on Academic Standing be upheld in approving the new award record for The Charlotte Tannenzapf Memorial Award in Clinical Skills in Medication Management.

CARRIED

FOR INFORMATION:

MEETING OF 23RD OCTOBER 2018

Pharm.D. Program

Results of Make-up and Supplemental Examinations, First and Second Years

First Year—Three students who failed a supplemental examination in a course received permission, through the petitions process, to write a second supplemental examination. Two of these students failed and must repeat the course; the third student passed and is eligible to proceed to second year. One Special Student in First Year was granted, through the petitions process, several opportunities to write a make-up examination and missed them. As per the Faculty’s policy on missed examinations the student was advised that the next opportunity to write a make-up examination would be in April 2019.

Second Year—Three students who wrote a make-up final or a supplemental examination, passed, and are eligible to proceed to third year.

Report of the Board of Examiners, Fourth Year

Two students failed one course each in Advanced Pharmacy Practice Experience (APPE): one in PHM401H1 (Institutional Practice Direct Patient Care 1) and one in PHM402H1 (Institutional Practice Direct Patient Care 2). Both students are eligible for a supplemental rotation.

Four students had completed the requirements of the Pharm.D. Program and were eligible to graduate on November 7, 2018.

Pharm.D. for Pharmacists Program—Report of the Board of Examiners

Graduating Students

Ten students had completed all of the requirements of the program and were eligible for graduation with the degree of Pharm.D.
Results from the Summer of 2018

Students are permitted a maximum of four supplemental examinations and two repeats in didactic courses. They are permitted one supplemental rotation in experiential courses.

Two students failed both PHM618H1 Educational Theory and Practice and PHM655H1 Contemporary Topics in Addictions and Mental Health, four students failed PHM618H1, and two students failed PHM655H1. One of those students was seeking an extension for a missed assignment; the others were eligible to write supplemental examinations in the fall of 2018.

Results from the Summer of 2018—Supplemental Examinations

Four students wrote supplemental examinations and passed.

This Committee approved the results of the Board of Examiners be approved with the proviso that the Program clarify whether one of the students who failed PHM655H1 (Contemporary Topics in Addictions and Mental Health) will be permitted to submit a second petition or is eligible to write a supplemental examination.

A discussion ensued concerning the policy on supplemental examinations within the Pharm.D. for Pharmacists Program, which was not clear to some members of the Committee. It was noted that information on the policy did not appear to be readily available and is not included in the calendar of the Leslie Dan Faculty of Pharmacy.

This Committee approved a motion that a description of the policy on examinations within the Pharm.D. for Pharmacists Program be included in the calendar of the Leslie Dan Faculty of Pharmacy. This motion was communicated to the Director of the Pharm.D. for Pharmacists Program, who was in agreement with the recommendation. It is expected that the addition will appear in the 2019–2020 Calendar of the Leslie Dan Faculty of Pharmacy. The same information also is to be posted on the Faculty’s web site.

MEETING OF 13TH NOVEMBER 2018

Pharm.D. Program

Report of the Board of Examiners, Fourth Year

One student failed PHM401H1 (Institutional Practice Direct Patient Care 1) in Block 5 of Advanced Pharmacy Practice Experience (APPE) and is eligible for a supplemental rotation.

There was considerable discussion over whether the problems that emerge in APPE rotations, which are of a recurrent nature, could be predicted by performance earlier in the program or might arise from gaps in the curriculum. It was noted that some preparation in relevant areas is received in the courses in Medication Therapy Management (MTM), which are given in each of the first three years of the program. It also was noted that some of that knowledge may be lost during the six-month gap that occurs between the last MTM class in the fall term of the third year and the first APPE rotations in May of the fourth year.

There was a general sense that it would be helpful to know if there were any relationship between some measure of performance in MTM courses and subsequent performance in APPE rotations. Although predictors of success apparently have received some attention in the case of the Multiple Mini Interviews (MMI) and in the International Pharmacy Graduate (IPG) program, there was little if any such information on individual courses in the Pharm.D. Program. The Committee recommended that these issues be brought to the attention of appropriate groups or individuals, including the Program Committee of the Pharm.D. Program, the Program Evaluation Committee and the yet-to-be-named Associate Dean, Education.

The committee discussed student preparation and performance in APPE courses, and acknowledged that gaps were complex and warranted further conversation.
MEETING OF 11TH DECEMBER 2018

Pharm.D. Program

*Report of the Board of Examiners, Fourth Year*

One student failed PHM402H1 (Institutional Practice Direct Patient Care 2) in Block 6 of Advanced Pharmacy Practice Experience (APPE). The student is eligible for a supplemental rotation but will undergo remediation prior to the rotation to address the issues that resulted in the failure.

Pharm.D. for Pharmacists Program

*Report of the Board of Examiners*

Grades from experiential courses in Blocks 4 and 5 were reviewed and accepted by the Board of Examiners. There were no failures to report.

*Enrolment*

A total of 135 students were enrolled in the program at the end of 2018. There currently are 154 students in the program.

4. **Report of the Program Evaluation and Accreditation Committee**

Following the 2015 site visit to the Leslie Dan Faculty of Pharmacy by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP), the PharmD (Entry to Practice Professional Degree Program) received full accreditation for three years. Of the 35 standards, 25 were met, nine were partially met and one was not met. The Faculty was required to provide a progress report on the standards that were either ‘not met’ or ‘partially met’ by December 2018. The CCAPP progression report was prepared by the Education Office under the direction of the Interim Director, Professional Programs and Director of the Education Office. The report was reviewed and endorsed by the Interim Dean and then submitted to CCAPP. On December 17, 2018 the Leslie Dan Faculty of Pharmacy was awarded an extension of their accreditation status for the PharmD program until June 30, 2020, resulting in overall accreditation for the PharmD program for five out of a possible six-year term. No standards were designated ‘not met’, five standards were ‘partially met’. The Faculty is required to submit a full self-study addressing the new 2018 CCAPP standards by January 2020. A CCAPP site visit will be conducted in the spring of 2020.

The new CCAPP standards has reduced the number of standards from 35 standards to 30. The Education Office has created a map of the 2018-accreditation standards identifying areas of:

- No Changes
- Minor Changes
- Substantial Changes
- Major Changes

Under the new standards the maximum term of accreditation is eight years, based on the extent to which the program meets the standards. However, all Faculties of Pharmacy will be required to submit an interim Progress Report at the interval specified in the accreditation letter.

The Program Evaluation and Accreditation Committee will be involved in preparation of the self-study and the onsite visit. Section leads will be assigned to each group of standards. The committee will also be seeking input from the incoming Dean. Over the next few months the Education Office and the Interim Director, Professional Programs will be working with the section leads to guide the draft responses, the Program Evaluation and Accreditation Committee will provide feedback and help to identify any areas for improvement.
5. **Communications Office: Social Media Report**

The Communications office reported an increase in most of the Faculty of Pharmacy’s social media channels between October 2018 and January 2019.

- Instagram saw an increase of 55% from students across all of the programs.
- LinkedIn saw many Pharmaceutical Sciences graduate students who are near completion of their degree who are connecting with the Faculty.
- Facebook had the largest increase largely due to the live streaming of the Pharm.D. program first year induction to the profession ceremony in January. This event was the most popular post with approximately 280 people who tuned in and approximately 5,000 views by the end of January.

Other popular posts included:

- A feature of Pharmaceutical Chemistry student Jack Bufton and his research which garnered approximately 2,600 views across all channels.
- A white board video with Lisa Dolovich on releasing her white paper which discussed the future of pharmacy which garnered over 2,000 views.

Some upcoming content the Communications office will be working on include:

- Pharmacy Awareness Month (March).
- Highlighting some of the activities during Entrepreneurship Week at the University of Toronto between March 18 and 22.
- The Centre for Pharmaceutical Oncology symposium on April 16, 2019.

6. **UTQAP Review and Next Steps**

The University of Toronto Quality Assurance Process (UTQAP) self-study document was submitted to the Provost’s office in October 2018 and followed by a site visit from the External Reviewers between November 26 and 28, 2018. The Faculty received the final report from the External Reviewers in January 2019. As a next step, an administrative response to the Reviewers’ report must be prepared to be submitted to the Provost’s office to address recommendations made in the report.

Section leads have been assigned in preparation of the response in the following areas:

- PharmD Program
- PharmD for Pharmacists Program
- Graduate Programs
- Research
- Advancement
- Communications
- Organizational and Financial Structure;
- Long-Range Planning Challenges

UTQAP sessions for faculty, staff, students and external stakeholders, will be held in a similar format to those held in preparation for the External Reviewers’ site visit. The Interim Director, Professional Programs, and the Director, Education Office and Administrative Services, will work with the Interim Dean and incoming Dean to take a leadership role in coordinating the final response. In preparation for this, the Interim Director, Professional Programs, and the Director, Education Office and Administrative Services, will meet with section leads to support coordination of the responses to the UTQAP reviewers’ report. The Program Evaluation and Accreditation Committee will play an active role providing input, reviewing and providing feedback to the draft response. The final response to the reviewers’ report will be due in September 2019.

7. **Other Business**

The Chair welcomed the new Education and Liaison Librarian with the Leslie Dan Faculty of Pharmacy to Council.

Meeting adjourned: 11:02 a.m.