

Minutes of Faculty Council Meeting 264  
Friday, November 7, 2014  
10:00 a.m. to 12:00 p.m.  
Room 1210

Present: D. Dubins (Chair), M. Bystrin, A. Cameron, T. Chalikian, I. Crandall, L. Delgado, L. Dresser, O. Fernandes, P. Grootendorst, D. Kalamut, A. Lee, G. Luna, R. Macgregor, A. Malek, R. McDowall, T. Oridota, S. Parna, P. Pennefather, M. Rocchi, W. Seto, B. Sproule, A. Taddio, A. Thompson, B. Thrush, J. Utrecht, S. Youssef, L. Chung (Recording Secretary)

Regrets: V. Arora, Z. Austin, J. Köhler, G. Nichol, M. Moleschi, P. Wells, S. Wu

The Chair welcomed Allan Malek, representative from OPA, and the new years 1 to 4 student representatives to Council.

**1.0 Approval of Minutes of September 12, 2014**

**MOVED:** I. Crandall; **SECONDED:** J. Utrecht; **THAT**, the minutes of Faculty Council Meeting 263 held on September 12, 2014, be approved.

**CARRIED**

**2.0 Report of the Striking Committee**

The Chair reported that an updated list of student representatives was sent to the Chairs of the standing committees of Council. This list was circulated to Faculty Council, for inclusion in Council records.

**3.0 Report of the Committee on Academic Standing**

I. Crandall reported that the Committee on Academic Standing (COAS) met once, and had three electronic votes since the last report to Council.

**For Approval:**

**Report of the Committee for Entry to Practice Professional Degree Programs**

I. Crandall reported that the Committee for Entry to Practice Professional Degree Programs (CEPPDP) met once on September 4, 2014 since the last report to Council.

- Dr. Heather Boon Scholarship – Amended Award Record
  - Value of the award has been changed from \$2,500 per year to the annual income of a \$25,000 endowment.
  - The conditions of the award were altered so that it will be awarded to a student with the highest overall standing in PHM110H1 Health Systems I and PHM114H1 Social and Behavioural Health.
- PHM372H1 Fundamentals of Business Administration and Management – Absence of a Final Examination
  - CEPPDP requested an exemption from the University of Assessment and Grading Practices Policy that requires every course that meets regularly as a class to have one or more examinations, conducted formally, to be worth at least one third of the final grade. There was some discussion about whether the body of knowledge and skills contained within the course could truly be examined. Some members of the Committee voiced dangers in setting a precedent for future Pharmacy courses requesting exceptions to the University Grading Practices Policy and that adhering to the policy maintains the integrity of the academic standards in the PharmD program.
  - The Committee voted that this course be approved with the inclusion of a final examination.

**MOVED:** I. Crandall; **SECONDED:** J. Utrecht; **THAT**, the decision of the Committee on Academic Standing be upheld.

**CARRIED**

**For Information:**

**Report of the Board of Examiners**

- Year 1 – PHM151H1: 235 students received a grade of Pass, 3 students received a grade of Fail. Two of these students must repeat PHM151H1 the following summer, the other student withdrew from the Program.
- Year 2 – PHM251H1: all 234 students received a grade of Pass.

- Year 4 – Reviewed grades in APPE blocks 1, 2 and 3. Students who failed a rotation in one of these blocks were permitted to complete a supplemental rotation in the next available study block.

**Electronic Motions and Votes:**

- September 22, 2014 – The Committee reviewed and approved the results of the Year 1 and 2 make-up and supplemental examinations. Students who missed these August examinations were permitted to write a make-up examination in September. Therefore, the Committee approved a motion to allow the Faculty Registrar to accept the results reported by course coordinators for those students who received a passing grade on their outstanding examinations so that the Committee would not need to be reconvened for the purpose of approving such grades. However, the Faculty Registrar received failing grades for two students which needed approval. Therefore, the Committee approved the results of the supplemental examinations written in September.
- October 3, 2014 – The Committee approved the failed grade for a student in PHM144H1 Pharmacokinetics.
- October 15, 2014 – The Committee approved the final grades of the 2015 class of the Post-Baccalaureate Professional Degree Program (both full-time and part-time students).

**4.0 Report of the Curriculum and Assessment Committee**

B. Sproule presented the report on behalf of Z. Austin. The Curriculum and Assessment Committee met twice since the last report to Council.

**For Approval:**

- Committee for the Entry to Pharmacy Practice Degree Program (CEPPDP):
  - PHM130H1 Pharmaceutical Calculations – new course outline
  - PHM387H1 Global Health – new course outline

**MOVED:** P. Pennefather; **SECONDED:** J. Uetrecht; **THAT,** the course outlines for the above mentioned courses be approved.

**CARRIED**

- Post-Baccalaureate Professional Degree Program Committee (PBPDP):
  - PHM615H1 Advanced Pharmacotherapy – Neuropsychiatry – revised assessment method
  - PHM604H1 Advanced Pharmacokinetics: Application – revised weighting of assessments

**MOVED:** A. Lee; **SECONDED:** P. Pennefather; **THAT,** the revised course outlines for the above mentioned courses be approved.

**CARRIED**

**For Information:**

- The Committee reviewed a course outline brought forward by the CEPPDP for PHM372H1 Fundamentals of Business Administration and Management. This course outline was also reviewed by the COAS for review due to the absence of a final examination requirement. The Committee reviewed the outline and made several recommendations to be considered by CEPPDP.
- The Committee reviewed and discussed current Terms of Reference and Operation for the Curriculum and Assessment Committee. No changes were suggested or required.
- The Committee received information from CEPPDP that the policy related to students taking courses in advance of their year required had been terminated effective September 22, 2014, as it was no longer relevant in the new entry-to-practice PharmD program.

**5.0 Report of the Program Evaluation and Accreditation Committee**

M. Bystrin reported that the Program Evaluation and Accreditation Committee met twice since the last report to Council.

**For Information:**

- The key priority for 2014-15 is the CCAPP accreditation:
  - Team leaders for each section of the self-study have been identified. Leaders will be invited to meet with the Committee Chair to map out a progress plan.

- Two external individuals have been hired to assist in the development of a continuous evaluation model.
- A matrix was developed to outline CCAPP standards, criterion, and evidence. This will serve as a working document toward completion of the self-study.
- A draft Logic Model was presented at the October 27, 2014 meeting. This model is a critical component of the mandate of the Committee and the model will become the overarching Faculty framework for program evaluation. Refinement of the model will take place over the next few months.
- Revision of Item 15f of the ByLaws of the Program Evaluation and Accreditation Committee (PEAC): This was brought forward at a meeting of the Chairs of Standing Committees to Council and will become part of broader discussions regarding the mandates of committees as there was some overlap between committees.

The Chair thanked M. Bystrin for her hard work and dedication with the Faculty as this was her last meeting of Council.

**6.0 Election of Vice Chair, Faculty Council**

A call for a Vice Chair, Faculty Council, was made on June 23, 2014 at a Council meeting. Only one nomination came forward since then. The Chair made one final call for nominations, no further nominations were made. Therefore, by process of acclimation P. Grootendorst was named Vice Chair, Faculty Council, to which he accepted the position. The chair congratulated P. Grootendorst for accepting the position of Vice Chair.

**7.0 Other Business**

No other business was brought forward.

**Adjournment:** 10:54 a.m.