

**Leslie Dan Faculty of Pharmacy**  
**Minutes of Faculty Council Meeting 266**  
**June 24, 2015**  
**Room PB2010, 1-2:40 p.m.**

**PRESENT:** D. Dubins (Chair), P. Grootendorst (Vice-chair), C. Allen, Z. Austin, S. Bhatia (for S. Ekdawi), S. Bjelajac-Mejia, H. Boon, A. Cameron, T. Chalikian, I. Crandall, C. Cummins, O. Fernandes, J. Henderson, T. Huang, P. Macgregor, R. Macgregor, L. MacKeigan, A. Malek, R. McDowall, S. Nirula, T. Oridota, S. Pang, S. Parna, L. Raman-Wilms, R. Reilly, M. Rocchi, J. Samuel, B. Sproule, A. Thompson, P. Wells, B. Wilson, S. Wu, W. Peters (Secretary).

**GUESTS:** D. Croteau, S. Sutherland.

**REGRETS:** V. Arora, R. Bendayan, J. Grant, J. Kellar, J. Kohler, L. Kotra, P. Lee, M. Moleschi, G. Nichol, M. Piquette-Miller, W. Seto, A. Taddio.

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The Chair introduced Aleksandra Bjelajac Mejia, the new director of the PharmD Program, and thanked the chairs of council's subcommittees for their service over the past busy year.

**1.0 Approval of Minutes of March 27, 2015, as amended**

MOVED: L. Raman-Wilms                      SECONDED: P. Grootendorst  
THAT the Minutes of March 27, 2015 be approved.

**CARRIED**

(S. Bjelajac Mejia left the meeting.)

**2.0 Reports**

**2.1 Report of the Executive Committee: Revisions of the Bylaws of Faculty Council**

D. Dubins relinquished the role of chair of Faculty Council to Vice-chair P. Grootendorst in order to present the Executive Committee report.

For approval:

The Executive Committee electronically voted to recommend revisions of the Faculty's Constitution and Bylaws to Faculty Council for approval. Any change to the Constitution must first be approved by Governing Council of the University; consequently, only ByLaw changes were brought forward for consideration of approval at Faculty Council. A two-thirds majority is needed to approve ByLaw revisions. Proposed changes relate to adjusting wording to reflect changes to the academic administrative structure approved at the last Council meeting, minor adjustments to memberships of standing committees, grammar, and spelling.

MOTION: THAT the Bylaws be amended as per the proposal circulated.

MOVED: D. Dubins; SECONDED: P. Wells;

Discussion: Section 3(d)., September start date for committee membership vs July 1, pros and cons; impact on currently scheduled Academic Standing meetings; earlier meeting of Striking Committee to finalize committee memberships could address the membership concerns, if continuity of membership is not a bigger issue; possible to allow exceptions to committee assignment start dates; 3(n)., suggested wording change from intranet to web site would result in minutes of all committees of Faculty Council having to be publicly posted – not the intended outcome; 3(q)., the word “may” should be changed to “ ‘should’ elect an interim Chair”.

D. Dubins accepted two Amendments to his motion: leave the word intranet in 3(n), and change “may” to “should” in 3(q).

MOTION: to approve the changes to the Bylaws with the two amendments.

CARRIED

MOTION: to exempt the Academic Standing Committee from the July 1, committee membership start date for this year and leave it at September 1, for 2015.

MOVED: by L. Raman-Wilms; SECONDED: J. Samuel

CARRIED

## **2.2 Report of the Striking Committee**

P. Grootendorst reported that, since the last Faculty Council meeting, the Striking Committee had met twice, June 3 and June 12, 2015.

For approval:

Proposed committee memberships for 2015-16, Faculty Council and Standing Committees of Council.

MOTION: THAT the committee membership lists be approved by Faculty Council.

MOVED: P. Grootendorst; SECONDED: J. Henderson

Discussion: clarification of S. Walker’s first name and the correct title and removal of duplication concerning business/finance officer.

CARRIED

## **2.3 Report of the Faculty-wide recruitment and Admissions Committee**

A. Thompson reported that the Recruitment and Admissions Committee had met Dec. 11, 2014 and April 15, 2015.

For approval:

Revised subject requirements for PharmD (entry to practice) Program:

- A. The prerequisite for English be revised from a Grade 12 course to a university level English Literature/Composition course (1 term);
- B. The Humanities/Social Science prerequisite be retained as a minimum of 1.0 FCE but it be made a requirement from a narrower range of subjects than allowed in the past (specific subject areas to be listed);
- C. Human Physiology be added to the list of required subjects.

MOTION: THAT the revised subject requirements for PharmD entry to practice admissions (A-C above) be approved to take effect in the 2017 admissions cycle.

MOVED: A. Thompson; SECONDED: L. Raman-Wilms

Discussion: A more specific English requirement is an attempt to ensure basic competence in written English; offerings at universities have changed and many applicants now have the opportunity to take Physiology before applying.

CARRIED

For information:

Considering the implications of dropping the PCAT requirement for the 2017 or 2018 admission cycle.

Discussion: Other admission requirements might need adjusting - considering interview, essay, etc.; analysis shows GPA is a better predictor of student success; now that admission is at the post-degree level, have more university courses for GPA; grade creep is being monitored; we are the only Pharmacy faculty in Canada requiring PCAT and it is an expense for applicants.

For Information:

Considering removal of Grade 12 Physics requirement for the PharmD entry to practice program. Additional discussions will be held with faculty.

Discussion: possibility of early admission pre-approval for promising students being explored.

## **2.4 Report of the Academic Standing Committee**

I. Crandall reported that the committee held an electronic vote April 15, 2015 and met May 13 and May 27, 2015.

For Information:

## **Reports of the Boards of Examiners**

### **Bachelor of Science in Pharmacy (B.Sc.Pharm.) Programme**

A student opted out of the combined B.Sc.Pharm.– Pharm.D. program. He is expected to complete his SPEP rotations during 2015-2016 session and therefore complete his B.Sc.Pharm requirements.

### **Combined B.Sc.Pharm.– Pharm.D. Programme**

A total of 31 students were eligible to graduate in June 2015: one student with Honours in both programs, 21 with Honours in the B.Sc.Pharm. program and Pass in the Pharm.D. program, and nine with Pass in both programs. One student withdrew from the program during Term 4. One student is expected to graduate in November 2015 because he is currently fulfilling the program's requirement. This is the last class to receive both degrees.

### **Post-Baccalaureate (Post-Bacc.) Pharm.D. Programme**

PHM706Y1: Seminar -The Board of Examiners voted to approve a grade of "Fail" for one student and this was upheld by a vote of the Committee on Academic Standards, April 13, 2015.

Seven students were eligible to graduate in June 2015: one student with Honours and six with a grade of Pass. One student was granted deferrals to complete the program requirements and is expected to graduate in November 2015.

### **Doctor of Pharmacy (Pharm.D.) Programme – 1T5 Cohort**

A total of 224 students enrolled in Fourth Year program and 213 students graduated on June 5, 2015. Out of these, 18 graduated with Honours. Three students received non-numeric grades, including one student who was granted late withdrawal from a rotation. Three students failed a rotation in Blocks 9 to 10 and are eligible to undertake supplemental rotations.

### **Doctor of Pharmacy (Pharm.D.) Programme – 1T6 Cohort**

230 students took PHM400H1 Transition to Advanced Pharmacy Practice Experience course. 228 students passed and two failed. Both students who failed can write supplemental assessments.

### **Entry to Practice Professional Degree Program – First Year**

Of the 238 students in the Year 1 class, 70 students stand as I Honours, 115 students as II Honours, 4 students as Clear (Not I or II), 48 students as Conditioned, and 1 student Failed. The failed student's petition to convert 2 course marks to a Pass was denied and

she is required to repeat the year in its entirety. One of the conditioned students will be unable to pass the year regardless of a make-up exam's results, and therefore has been recommended the status of Fail; since he has failed his First Year for the second time, he is refused further registration in the PharmD program. Twenty of the conditioned students failed a course by a grade of 57, 58 or 59, and have an Annual GPA of at least 2.60, 2.30, or 2.00, respectively. Based on the Marginal Failures Policy these students are deemed to pass these courses and are not required to write a supplemental exam. Four of these students must write a supplemental exam in one or more other failed courses. The remaining conditioned students will be writing make-up and supplemental exams during the summer for one or more courses failed, and we will know the results by our 19 August COAS meeting. Of the 11 part-time students, 9 will proceed to Year 2 for the 2015-16 session. One of the part-time students has withdrawn from the program and the other is refused further registration in the PharmD program because he has exhausted the four opportunities given to pass an outstanding Year 1 course.

#### **Entry to Practice Professional Degree Program – Second Year**

Of the 232 students in the Year 2 class: 73 stand as I Honours, 120 as II Honours, 14 as Clear (not I or II), 24 as Conditioned, and 1 Failed. The failed student is required to repeat Year 2 in its entirety. One of the conditioned students will be unable to pass the year regardless of a make-up exam's results, and therefore has been recommended the status of Fail and is eligible to repeat Year 2. Five of the conditioned students failed one course by a grade of 57, 58 or 59, and have a AGPA of at least 2.60, 2.30, or 2.00, respectively. Based on the Marginal Failures Policy these students are deemed to pass these courses and not required to write a supplemental exam. The remaining conditioned students will be writing make-up and supplemental exams during the summer for one or more courses failed, and we will know the results by our 19 August COAS meeting. Of the 5 part-time students, 4 will proceed to Year 3 for the 2015-16 session. The last of these students is expected to complete his Year 2 courses during the Winter 2016 term of the 2015-16 session.

#### **Entry to Practice Professional Degree Program – Third Year**

Of the 231 students in the Year 3 class, 69 stand as I Honours, 110 as II Honours, 12 as Clear (not I or II), 40 as Conditioned, 0 Failed. Five of the conditioned students failed one course by a grade of 57, 58 or 59, and have an annual GPA of at least 2.60, 2.30, or 2.00, respectively. Based on the Marginal Failures Policy these students are deemed to pass these courses and are not required to write a supplemental exam. One of these conditioned students is required to write a supplemental exam in a second failed course. One conditioned student was granted a late withdrawal without academic penalty from all of her Winter term courses and will repeat Year 3 in its entirety during the 2015-16 session. The remaining conditioned students will be writing make-up and supplemental

exams during the summer for one or more courses failed, and we will know the results by our 14 July COAS meeting. The one part-time student proceeded to Year 4 to commence her APPE rotations in January 2015. Final grades were reported for 3 students from the Science Without Borders (SWB) program who were registered as non-degree pharmacy students for the Fall 2014 term.

### **PharmD for Pharmacists Program**

Of the 36 students enrolled in the PharmD for Pharmacists program in Winter 2015, 34 are now eligible to begin the experiential component of the program, based on their successful completion of the didactic prerequisites. The two remaining students are ineligible for the following reasons: 1) a student failed PHM650 Contemporary Topics in Nephrology and is eligible to write a make-up exam; and 2) a student must successfully complete PHM606 Critical Appraisal, a didactic pre-requisite, before being eligible to take any Pharmacotherapy courses or experiential rotations

Discussions: Brenda Thrush brought to attention some corrections needed to the Board of Examiner report.

#### For Approval:

**Calculations** – Thirteen students in Second Year of the Pharm.D. programme undertook the supplemental Calculations examination on April 30, 2015. (After failing in all four attempts, they have to do this supplemental examination.) Five students did not achieve a grade of 100% and therefore, failed this post-admission requirement. However, as Calculations is now offered as a course as of September 2014 (PHM130H1 Pharmaceutical Calculations) a recommendation was made that the failed students must enroll in PHM130H1 in September 2015 and successfully complete this course in order to meet the post-admission requirement.

MOTION: THAT students who fail the Calculations supplemental examination be required to enroll in PHM130H1 Pharmaceutical Calculations course and successfully pass this course in order to meet the Calculations post-admission requirement.

MOVED: I. Crandall; SECONDED: J. Henderson

CARRIED

#### For Approval:

**Pass/Fail/Honours on Supplemental Exams** - A student failed a Pass/Fail course and subsequently received a grade of “Honours” on the supplemental exam.

MOTION: THAT an Honours grade received on a supplemental examination be shown as Pass on the transcript.

MOVED: I. Crandall; SECONDED: Member

CARRIED

## 2.5 Report of the Curriculum and Assessment Committee

Z. Austin reported that the committee had met April 20, May 25 and June 15, 2015.

### For Information:

1. Based on recommendations from the Committee for Entry to Practice Professional Degree Programmes (CEPPDP), the following *new* courses were approved for inclusion in the Pharm D programme:
  - a) PHM 215H (Management: Skills, Communication and Collaboration)
  - b) PHM 391H (Current Compounding Topics and Practice Issues)
  - c) PHM 382H (Design and Development of Nanomedicines)
  - d) PHM 338H (Minor Ailments)
  
2. Based on approvals from CEPPDP, minor adjustments/modifications related to assessments, scheduling, or course content for the following *existing* courses were received “for information” by the Curriculum and Assessment Committee:
  - a) PHM 101H (Pharmacotherapy 1 – Foundations and General Medicine)
  - b) PHM 202H (Pharmacotherapy 3 – Endocrinology, Nephrology and Urology)
  - c) PHM 383H (Introduction to Antimicrobial Stewardship)
  - d) PHM 361H (Latest Developments in Drugs and Biologics)
  - e) PHM 381H (Medical Imaging for Pharmacists)
  - f) Advanced Pharmacy Practice Experience (APPE) Direct Patient Care (DPC) Assessments
  - g) PHM 110H (Health Systems 1)
  - h) PHM 302H (Pharmacotherapy 7: Neuropsychiatry)
  - i) PHM 386H (Mental Health and Addiction)
  - j) PHM 390H (Marketing for Pharmacists)
  - k) PHM 322H (Patient/Medication Safety)
  
3. Based on recommendations from the Pharm D For Pharmacists Committee, the following *new* courses were approved for inclusion in that programme:
  - a) PHM 618H (Educational Theory and Practice)
  - b) PHM 616H (Advanced Pharmacokinetics)
  - c) PHM 653H (Contemporary Topics in Oncology)
  - d) PHM 617H (Selected Topics in Social and Administrative Pharmacy)
  - e) PHM 654H (Contemporary Topics in Cardiovascular Disease)

4. Based on recommendations from the Graduate Education Committee, the following new course was approved:
  - a) PHM XXX: Nanomedicines in Oncology
5. Based on a recommendation from the Graduate Education Committee, changes to the graduate student seminar requirement aimed at aligning requirements with anticipated program length were approved. This change will apply to students initially enrolling in the graduate program on or after January 1 2015.
6. The Committee received the final report of the Year 1 and Pharmacotherapy Module Course Review Group. This group (chaired by K. Sandy Pang and Linda Dresser) undertook an analysis of the current Year 1 courses and PCT modules to ensure alignment with curricular and Faculty objectives. The CEPPDP and the Director of the Pharm D Program will now determine a plan to review and implement recommendations from this report as appropriate.
7. The Committee received an update from the CEPPDP on the status of Curriculum Mapping based on AFPC outcomes. Further input from the entire faculty will be solicited in order to optimize utility of this resource.

## **2.6 Report of the Program Evaluation and Accreditation Committee**

M. Rocchi introduced D. Croteau and S. Sutherland - who have been working on mapping models and the Accreditation Report - and presented for the committee, which met April 27, 2015.

### For Approval:

Five logic models have been developed for program evaluation of the undergraduate PharmD program and will be used as a guide to evaluation of other programs. The five models are:

- Curriculum Content, Instruction and Learning Assessment
- Faculty Recruitment and Retention, and Continuous Professional Development
- Organizational Governance: Structure, Faculty Organization/Leadership and Strategic Planning/Evaluation
- Students: Recruitment and Admissions
- Students: Student Services

MOTION: THAT the five logic models presented to Faculty Council be approved in principle.

**MOVED:** M. Rocchi; **SECONDED:** L. Raman-Wilms

CARRIED

**3.0 Proposal to Establish the Centre for Pharmaceutical Oncology as an Extra-Departmental Unit, Class D**

R. Reilly presented.

For Approval:

Seeking approval of Faculty Council for the establishment of this EDU:D, which has been under development since 2012. A Class-D EDU refers to a group of scholars who come together for the purpose of pursuing specific research objectives, in this case, pharmaceutical oncology. The goal of the Centre is to bridge the gap between discoveries and diagnostics and first-in-humans studies.

Fundraising is underway and there has been some success. Looking to bring in expertise from outside the faculty, as well, to create a critical mass for research funding applications. The Centre will offer graduate scholarships, educational seminars and symposia, graduate and professional development courses.

**MOTION:** THAT the Faculty Council approve the establishment of an Extra-Departmental Unit, Class D, for pharmaceutical oncology as of July 1, 2015.

**MOVED:** R. Reilly; **SECONDED:** C. Allen

CARRIED

**4.0 Announcements**

**4.1 Accreditation**

H. Boon –Two Faculty meetings have been scheduled to review and discuss the draft report for Accreditation – July 16 and July 21, 11-12:30. Please attend one or the other. The document will be distributed ahead of the meetings and, if you can't attend a session, please submit comments.

**5.0 Date of Next Meeting**

TBD

**6.0 Adjournment**

**MOVED:** P. Wells; **SECONDED:** T. Chalikian **THAT** the meeting adjourn. CARRIED  
The meeting adjourned at 2:40 p.m.

Secretary

Chair

*Signed after minutes have been approved at the following meeting. Chair's signature optional.*

Date Approved:

DRAFT