

Amended Minutes of Faculty Council Meeting 252
Monday, June 26, 2012
10:00 a.m. to 12:00 p.m.
Room 1210

Present: R. Macgregor (Chair), C. Allen, S. Angers, V. Arora, Z. Austin, H. Boon, M. Bystrin, S. Cadarette, A. Cameron, T. Chalikian, D. Dubins, J. Grant, W. Hindmarsh, D. Kalamut, J. Köhler, A. Lee, G. Luna, H. Mann, M. Moleschi, K. Moscou, M. Nenadovich, G. Nichol, S. Pang, S. Parna, P. Pennefather, M. Piquette-Miller, L. Raman-Wilms, R. Reilly, M. Rocchi, T. Rubenstein, B. Sproule, A. Thompson, A. Taddio, J. Utrecht, L. Chung (Recording Secretary)

Regrets: R. Bendayan, N. Crown, C. Cummins, L. Delgado, L. Dresser, T. Gomes, J. Henderson, J. Kellar, H. Kertland, L. Kotra, L. Lavack, P. Lee, L. MacKeigan, M. Mamdani, K. Mulherin, E. Musing, S. Pietroban, W. Seto, B. Thrush, J. Wells

1.0 Approval of Minutes of May 28, 2012

MOVED: H. Mann; **SECONDED:** M. Piquette-Miller; **THAT**, the minutes of Faculty Council Meeting 251 held on May 28, 2012 be approved as amended.

CARRIED

2.0 Report of the Curriculum Committee

L. Raman-Wilms presented the Curriculum Committee report on behalf of Debra Sibbald.

For Approval

- PHM202H1 Pharmacotherapy 3: Endocrinology, Nephrology & Urology revised course outline – the hours for lecture versus case tutorials were adjusted to incorporate pharmacokinetics, pharmacology and pharmaceuticals into the didactic portion of the course. Three of the 23 hours of the previously approved case tutorials were converted into lecture hours the revised outline has 20 tutorial hours and 19 lecture hours.
- PHM212H1 Research Methods for Pharmacy course outline with the provision that slight editorial changes be made.
- PHM205H1 Medication Therapy Management 2 course outline with the provision that required changes to be made:
 - Changes to the ethics assessment and change the group size from 40 to 60.
 - Students going into Year 2 in the 2012 – 2013 academic year did not receive an ethics component. Therefore an additional four hours will be added to PHM205H1 in the 2012 – 2013 academic year in order to address this deficiency. An ethics module will be offered in conjunction with PHM114H1 for the Year 1 students.
- PHM321Y1 Pharmaceutical Care II – the 5% of the final mark arising from evaluation from self/peer assessment has been eliminated, the 5% was added to final exam, which is now worth 30% of the final grade.
- PHM203H1 Pharmacotherapy 4: Infectious Diseases – course outline with recommended changes.
- PHM204H1 Pharmacotherapy 5: Cardiovascular Diseases revised course outline.
- PHM114H1 Social and Behavioural Health revised course outline.
- Minor name changes to Pharmacotherapy and Medication Therapy Management modules

MOVED: L. Raman-Wilms; **SECONDED:** J. Köhler; **THAT**, the 8 recommended items in the Report of the Curriculum Committee be approved.

CARRIED

- Calculations Requirement
 - As part of the post-admission requirement an online calculations module will be offered in Year 1 followed by an exam in the fall of Year 2. A module will also be prepared for the Year 2 class since none was not offered to them as Year 1 students in 2011-12.

MOVED: L. Raman-Wilms; **SECONDED:** J. Utrecht; **THAT**, the changes to the requirements for the Calculations component of the curriculum be approved.

CARRIED

- Course Exemptions – At the request of Faculty Council the Committee revisited the no course exemptions policy for the new BScPhm curriculum and made the following recommendations:
 - Consider exemptions for students transferring from CCAPP/ACPE accredited pharmacy programs on a case-by-case basis.
 - Consider all requests for exemption from anatomy and physiology courses.
 - Consider all requests for exemptions for courses taken in the Faculty's Pharmaceutical Chemistry program. Requests from students from other Pharmaceutical Chemistry programs will be considered on a case-by-case basis.
 - No exemptions will be granted for experiential courses.
 - Students must have obtained at least 70% in the respective courses to be eligible for exemption.
 - Students who may have exemptions in any given year must be registered in a minimum course load of 4.0 full-course equivalents to maintain full-time status.

MOVED: L. Raman-Wilms; **SECONDED:** S. Cadarette; **THAT,** the revised course exemptions policy be approved.
CARRIED

3.0 Report of the Admissions Committee

J. Uetrecht reported that the Admissions Committee met twice since its last report to Council.

For Approval

- Remove the 'no exemptions' policy and consider transfer credit for courses in the curriculum with essential equivalency.
- Extend the time limit for re-admission from the former program to 1 year – Students in the old curriculum will be given one year to meet the admission requirements of the new curriculum should they not pass all of the requirements to proceed to the next year of the program as the old curriculum is being phased out. For one particular student who was first enrolled in 2009, this student will be given a one year extension to complete outstanding admission requirements before being admitted into Year 1 of the new curriculum.

MOVED: J. Uetrecht; **SECONDED:** Z. Austin; **THAT,** the report of the Admissions Committee be approved.
CARRIED

4.0 Report of the Graduate Education Program Committee

H. Boon reported that the Graduate Education Program Committee had one electronic vote and one meeting of the Graduate Program Executive Sub-Committee since its last report to Council.

For Approval

- Outline for a new course called Special Topics in Pharmaceutical Sciences Reading Course.
 - In order to propose a topic for this course an instructor will need to provide a detailed topic outline, specific learning objectives, a list of readings and scheduled meetings. The proposed topic must be reviewed and approved by at least two faculty members who have an SGS appointment with the Graduate Department of Pharmaceutical Sciences and have a relevant field of research. Approval of the topic must be obtained prior to students enrolling in the course.

MOVED: H. Boon; **SECONDED:** C. Allen; **THAT,** the report of the Graduate Education Program Committee be approved.

CARRIED

For Information

- Guidelines for Thesis Format: New guidelines for the format of MSc and PhD thesis in either a traditional or manuscript-based format were approved by the electronic vote of the Committee on May 14, 2012.
- Seminar Courses: Both the Graduate Seminar attendance requirement and the Student Seminar presentation and attendance requirements will now be tracked as 'seminar courses' on ROSI as approved by the Committee on May 14, 2012.

5.0 Report of the Committee on Continuous Professional Development

M. Bystrin reported that the Continuous Professional Development (CPD) Committee met once since its last report to Council. A number of Faculty and Practice development programs were offered and a couple of grant initiatives were completed between December 2011 and June 2012. Several Faculty and Practice development programs were being developed to be offered in the near future. The Committee also continued their discussion on CPD strategic planning and key areas to develop and expand.

6.0 Proposal for Combined BScPhm/MBA Program

Z. Austin presented a summary of a proposal for a combined BScPhm/MBA Program to Council. The program would allow students to complete the existing second entry BScPhm program in the Leslie Dan Faculty of Pharmacy (LDFP) and the approved MBA program at the Rotman School of Management in less time than would be required to complete them separately. This combined option would only be open to students who have completed a bachelor's degree prior to enrolling in the BScPhm program at LDFP and who have successfully completed admission requirements for entry to the MBA program at Rotman. It is anticipated that 5 to 10 students would enrol annually in this unique program - the first combined undergraduate/graduate program offered at the University of Toronto and the only combined BScPhm/MBA program in Canada.

Students would apply to the combined program during their second year of the BScPhm program and would have to meet all relevant application and admission requirements for the two-year Rotman MBA program. Students accepted into the combined program would then take the alternate ("discovery") pathway through the remainder of the BScPhm program allowing them to accelerate completion of required courses/clinical rotations through an additional summer term of clinical placements following Year 3. Students would therefore be able to complete all required courses and clinical rotations for the BScPhm program by September of Year 4. Beginning in September of Year 4 students would begin the regular Year 1 courses of the Rotman MBA program while completing the BScPhm program. These Rotman courses will at the same time count towards the completion of elective requirements in the BScPhm program. By December of Year 4 students enrolled in the combined program will have met all degree requirements for the BScPhm. Whereas within combined program students normally wait to receive both degrees until all elements of the combined program have been completed, in this instance it is proposed that because of the licensure requirements of the profession, BScPhm program students be allowed to receive their BScPhm degree that winter while continuing with the MBA program. The MBA degree will then be conferred once all MBA program requirements are met.

One of the advantages of this program is that students will save the equivalent of one academic term while completing both degrees. The MBA courses taken while registered in the BScPhm program will be double-counted, first as electives in the BScPhm program and then as part of the MBA program.

Should students not successfully complete the MBA program requirements and wish to complete only the BScPhm program requirements then they would only need to complete enough courses to count as electives towards their degree. This raised the question as to whether the BScPhm program could develop courses that would be recognized by both faculties. Another question was how potential differences in the grading policies of the BScPhm and MBA programs would be handled. In such a case, the policy of the host Faculty would be used. It was also noted that students in this combined program must pay tuition fees to both faculties but LDFP will work to identify potential sources of financial support for the BScPhm students to facilitate their access to the combined program. External stakeholders may be interested in assisting to offset the high tuition.

Following approval at the LDFP, the program would need to be approved by the Divisional Council for the Rotman School. It would then be forwarded to Simcoe Hall for information.

MOVED: Z. Austin; **SECONDED:** J. Köhler; **THAT,** the proposal for the combined BScPhm/MBA program be approved.

CARRIED

7.1 Report of the Accreditation Committee

Dean Mann reported that the Accreditation Committee met five times since its formation on January 5, 2012, to discuss the various sections of the CCAPP Accreditation Report. Individuals who serve as Leads for the various sections of the accreditation document were identified; staff and faculty were invited to join the Committee and review information posted online. A final draft of the report is expected to be completed by July 25, 2012. However, comments can still be sent to the Section Leads after this date.

7.2 **Report of the Examinations Committee**

C. Allen reported that the Examinations Committee met once since its last report to Faculty Council.

For Approval

- Report of the Doctor of Pharmacy (Pharm.D.) Program regarding make-up and supplemental examinations
 - One student failed the PHM614H1 Advanced Therapeutics – General Medicine II make-up examination and is eligible to write a supplemental exam.
 - One student failed the PHM613H1 Advanced Therapeutics – Infectious Diseases supplemental examination and is required to repeat the course in order to continue in the program.

MOVED: C. Allen; **SECONDED:** S. Cadarette; **THAT**, the results of the make-up/supplemental examination for two Pharm.D. students be approved.

CARRIED

- Reporting of Supplemental Examination Grades
 - The current policy states that a student who writes a supplemental examination will have the supplemental examination grade recorded in place of the original failed grade, thus changing the GPA. The notation "Original failed grade replaced with supplemental examination result" is also added to the transcript.

MOVED: C. Allen; **SECONDED:** M. Piquette-Miller; **THAT**, when students with an annual GPA equal to or greater than 1.70 write a supplemental examination(s), the original failed grade(s) reported on the transcript will stand and the supplemental examination grade(s) will be reported as either 'Pass' or 'Fail' **AND** that students who have an annual GPA of less than 1.70 and who are permitted to write a supplemental examination(s) through the petition or appeal process will be eligible to proceed to the next year of the program, provided they pass the supplemental examination(s). The original annual GPA will stand, and therefore, will be counted as a failed year with regards to continuation in the program. In this case, the following notation will be included on the student's transcript: "Failed year, cleared to proceed."

CARRIED

For Information

- Text amendments to the Examinations Section of the Faculty Calendar – A new University Assessment and Grading Practices Policy has been circulated and will be implemented July 1, 2012, at the University of Toronto. In order to comply with this and other policies approved within our Faculty during the past academic year, several changes are being made to the Examinations section of the Faculty Calendar.

There was some discussion regarding some of the wording in the revised policy as well as requests for clarification on some points. While there was some concern about the challenges of refreshing basic science examination questions and providing sample questions to practice lab examinations, Council was reminded that the purpose of providing sample examination questions was to prepare students to take an examination, not to surprise them.

8.0 **Plan for Transitioning to new Standing Committees of Council**

The Chair informed Council that membership of the new Standing Committees of Faculty Council was approved by Council at its May 28th meeting and will be effective as of September 2012.

9.0 **Other Business**

The Chair noted that this was the last Faculty Council meeting for Dean Emeritus K. Wayne Hindmarsh. The Council thanked him for his years of service.

Adjournment: 11:52 a.m.