

**Amended Minutes of Faculty Council Meeting 255
Wednesday, March 26, 2013
10:00 a.m.
Room 1210**

Present: R. Macgregor (Vice-Chair), A. Al-Kazaz, V. Arora, Z. Austin, M. Bystrin, S. Cadarette, A. Cameron, T. Chalikian, K. Chow, I. Crandall, C. Cummins, A. Dresser, L. Dresser, D. Kalamut, J. Kellar, L. Lavack, A. Lee, P. Lee, G. Luna, S. Macallister, P. Macgregor, H. Mann, D. Moy, W. Nevers, S. Pang, S. Parna, L. Raman-Wilms, M. Rocchi, W. Seto, B. Sproule, A. Thompson, B. Thrush, J. Wells, P. Wells, D. Becevello (Recording Secretary)

Regrets: R. Bendayan, H. Boon, N. Crown, L. Delgado, T. Gomes, P. Grootendorst, J. Kohler, L. Kotra, L. MacKeigan, M. Moleschi, E. Musing, R. Reilly, T. Rubenstein, D. White, C. Whiteside, B. Wilson, S. Wu

1.0 Approval of Minutes of January 23, 2013

MOVED: Z. Austin; **SECONDED:** M. Bystrin; **THAT**, the January 23, 2013 Faculty Council minutes be approved.

CARRIED

2.0 Report of the Curriculum and Assessment Committee

Z. Austin presented the report of the Curriculum and Assessment Committee.

The following were presented for approval:

1. a recommendation from the BScPhm Program Committee to delay implementation of the Discovery Stream option by one academic year to facilitate planning. Currently, the intention is to offer it for the first time in the 2015 – 2016 academic year;
2. the proposal for the calculations exit requirement (including examination format, timeline, and module outlines for the classes of 1T5 and 1T6). The Committee recommended the BScPhm Program committee consider the possibility of scheduling a supplemental examination in either April or May if possible to allow students to progress normally through the program;
3. a recommendation from the BScPhm Program Committee that the offering of Academic Service Learning (ASL) be suspended for the next two academic cycles (2013 – 2014 and 2014 – 2015) to allow for adequate planning of all aspects of ASL;
4. a revised course outline for PHM 607 (Health Systems course in the Pharm D Program);
5. new course outlines for PHM 301 (Pharmacotherapy 6) and PHM 310 (Health Systems II) in the entry-to-practice Pharm D program¹;
6. a revised course outline for PHM 202 (Pharmacotherapy 3) in the entry-to-practice Pharm D program;

¹ The Province recently approved changing the degree awarded for the Faculty's entry-to-practice program from a BScPhm to a PharmD. Thus, the entry-to-practice Pharm D program refers to the program that in previous minutes was called the BScPhm program. Furthermore, the names of the committees of Council have not yet changed to address this change and the BScPhm Program Committee has jurisdiction over this program. See the item for information at the end of the report of the Curriculum and Assessment Committee.

7. faculty-wide guidelines on communicable disease and immunizations for pharmacy students (for all students in all programs involving clinical placements);
8. a revised course outline for PHM 614 (Advanced Pharmacotherapy – General Medicine II in the Pharm D Program).

The Committee did not approve a recommendation for changes to the grading system for PHM 603 (Pharmacokinetics – Theory) and PHM 604 (Pharmacokinetics - Application) due to concerns raised by students within the program. The Pharm D Program committee was requested to reconsider these recommendations in light of these concerns.

MOVED: Z. Austin; **SECONDED:** S. Cadarette; **THAT**, the Report of the Curriculum and Assessment Committee be approved.

CARRIED

The following item was presented for information:

In light of the recent approval of the entry-level Pharm D degree designation, the Committee was asked to consider alternative naming for the existing BScPhm and Pharm D Program Committees, and whether these committees should be now merged into one. The Committee indicated that this decision required faculty and decanal input and discussion at a Faculty meeting.

No reports were received from the Graduate Education Committee during this period.

3.0 Report of the Academic Standing Committee

J. Wells presented the report of the Academic Standing Committee. The following was presented for approval:

BScPhm Program

Petition from Year 4 student

A student had received a grade of 57% on one of the supplemental examinations written in January. The student filed a petition that referred to medical and family problems; the student's academic record was satisfactory in previous years.

The student was permitted to write an additional supplemental examination in February.

MOVED: J. Wells; **SECONDED:** S. Pang; **THAT**, the decision of the committee be upheld.

CARRIED

Petition from Year 1 student

It was approved that the petition for this student be accepted with three provisos: that the student's physician be advised of the make-up examinations and assessments that will be required over the course of the summer of 2013, that the student's physician provide documentation confirming the student's capacity to undertake the required examinations and assessments, and

that the student receive no special consideration² in the winter term of 2012-2013 should the student's performance prove deficient owing to a failure to complete pre-requisites or other courses in the fall term.

MOVED: J. Wells; **SECONDED:** D. Moy; **THAT,** the decision of the committee be upheld.

CARRIED

Maximum Time to Complete the Program

Students are required to complete the BScPhm program within eight years of their initial enrolment, and the question therefore arises concerning the limit for those who have left the old program and recommence their studies in the curriculum that began in 2011.

It was approved that the number of years in the program be reset to 'zero' when a student formerly in the old program re-enrols in the new program, irrespective of whether the change occurs for academic, medical or other reasons.

MOVED: J. Wells; **SECONDED:** D. Moy; **THAT,** the decision of the Committee be upheld.

CARRIED

Post-admission requirement in pharmaceutical calculations

It was approved that a student who fails four attempts at the examination in pharmaceutical calculations be permitted to write a 'supplemental examination' in the form of a fifth attempt, to be undertaken at the student's own expense in May of the same academic year, and that upon achieving a grade of 100% the student will be eligible to begin experiential training in the spring and summer. (Please see Section 2.2 of these minutes.)

It was pointed out that the University of Minnesota has a calculations course in which students are taught and assessed.

The format of the calculations examination will be reviewed by the B.Sc. program committee again in the Fall 2013. The intention at that time will be to establish the format and requirements for this exam for the class of 2017 onward.

Other Pharmacy programs do different things to assess the students' proficiency at pharmacy calculations. Most do not have a calculations course; instead assessment is built into labs, quizzes, etc. in other courses. A student indicated that it is difficult to have a 100% pass rate when they are not being taught the material. The Dean stated that Faculty ought to ask the students enrolled in the entry-to-practice (formerly? BScPhm) program about the resources they need in order to succeed at the calculations exam and then allocate appropriate resources to meet their needs.

² By virtue of the motion, the student will have completed the entire winter term before completing most or perhaps all of the courses of the fall term. To the extent that material presented in the winter term builds upon material presented in the fall term, success in the former might be compromised by deficiencies in the latter. The motion is intended to preclude an appeal, petition or other such request based on the notion that failure in a course or courses of the winter term was, in effect, predetermined by an inadequate grasp of the material from the fall term. The committee wanted to avoid the possibility that, by granting the petition, it was establishing the grounds for a later appeal.

MOVED: J. Wells; **SECONDED:** L. Raman-Wilms; **THAT;** the decision of the Committee be upheld.

CARRIED

4.0 Other Business

In reference to 2.2.2 in the Items for Information section of the Report of the Committee on Academic Standing, a member stated that in 2012 some students in the Early Experiential Course had been awarded a grade of “Fail” (F) when a grade of “incomplete” may have been the more appropriate grade. The failures may have been assigned because of the administrative procedures of the course and not necessarily because of the student’s performance in the course. Eventual implementation of Item 2.2.2 will presumably take care of future cases like this; however, the Faculty should carefully examine the cases from 2012. It was suggested that the record of all those students who received a grade of “F” should be reviewed to determine if a grade of “Incomplete” would be more appropriate and fair, and if so the marks should be changed to reflect this. A grade of “F” will remain on these students’ records forever and it would be a disservice to the students to allow the mark of “F” to stand solely because of an administrative issue.

Meeting Adjourned at 11:00 a.m.