

Minutes of Faculty Council Meeting 253
Friday, October 26, 2012
10:00 a.m.
Room 1210

Present: L. MacKeigan (Chair), S. Angers, Z. Austin, R. Bendayan, M. Bystrin, A. Cameron, K. Chow, A. Dresser, L. Dresser, D. Dubins, J. Ekins, J. Henderson, D. Kalamut, L. Lavack, A. Lee, G. Luna, S. Macallister, P. Macgregor, R. Macgregor, H. Mann, D. Moy, M. Nenadovich, W. Nevers, G. Nichol, S. Pang, S. Parna, L. Raman-Wilms, M. Rocchi, T. Rubenstein, B. Sproule, B. Thrush, J. Utrecht, J. Wells, D. Becevello (Recording Secretary)

Regrets: T. Chalikian, C. Cummins, J. Kohler, A. Thompson, A. Taddio, V. Arora, N. Crown, J. Keller, H. Kertland, W. Seto, A. Al-Kazaz, M. Moleschi, E. Musing

1.0 Introduction of New Members

The Chair introduced new members to Council.

Kevin Chow – President of Undergraduate Pharmacy Society
Amy Dresser – 3rd year BScPhm student representative
William Nevers – PharmD student representative
Stephanie Macallister – Graduate student representative

2.0 Approval of Minutes of June 26, 2012

MOVED: Z. Austin; **SECONDED:** D. Moy; **THAT,** the June 26, 2012 Faculty Council minutes be approved as amended.

CARRIED

3.0 Report of the Executive Committee

Vice-Chair R. Macgregor acted as Chair of Council as L. MacKeigan presented the report of the Executive Committee.

After the last Faculty Council meeting in June, the Executive Committee met twice, in July and August, and conducted an electronic vote on October 5th. The following items were provided for information:

3.1 Academic Standing

- Approved results of supplemental examinations, B.ScPhm Program
 - 25/40 1st year students were successful on their supplemental exams
 - 17/23 2nd year students were successful
 - 11/11 3rd year students were successful
- Ruled on 4 first-year student petitions
- Approved results for special students in the BScPhm program – 1 failed a supplemental exam and the other was successful in a repeated course
- Approved results for summer experiential courses reported by first and second year Boards of Examiners in the B.ScPhm Program
 - 8 students failed the first year early practice experience (EPE) course and results for 12 were pending
 - 2 students failed the second year EPE course and results for 8 were pending
- Approved results of supplemental examinations, PharmD Program – 2 students wrote supplemental exams: 1 was successful and 1 was not

3.2 Curriculum

- Approved 3 new BScPhm courses and 1 online learning module
- Approved changes to 4 BScPhm Courses
- Approved changes to 3 PharmD Courses

3.3 Vulnerable Sector Screening (VSS) Policy

The Faculty's policy regarding Police Record Checks/VSS required by some experiential education sites was updated to reflect new University guidelines. The record of the screening (obtained by the student) must now be kept by the student, and not the Faculty.

3.4 New Student Award – Shoppers Drug Mart Alumni Association Entrance Scholarship

3.5 New Appointments to Council Committees

Jim Wells has replaced Christine Allen as Chair of the Academic Standing and Assessment Committee, and Maria Bystrin has assumed the Chair of the Program Evaluation and Accreditation Committee

4.0 Report of the Curriculum and Assessment Committee

Z. Austin reported that the Committee had met three times since the last Faculty Council meeting. Recommendations from its July meeting are included in the Executive Committee report. Items from the Committee's September and October meetings are presented for information.

The Committee approved changes to 5 courses and approved 2 new courses (PHM206H and PHM230H) as per recommendations from the BScPhm Program Committee. In addition it approved a process for approving student requests for course-specific exemptions in the BScPhm program.

The Committee expressed its concern that the Objective Structured Clinical Examination had been removed from PHM 320 Pharmaceutical Care II without the approval of any committee of Council. More generally, it commented on resource constraints (both human and physical) associated with implementation of the new program and expressed its concern that resources be sufficient for student attainment of curricular objectives.

Regarding PHM 230 Physical Assessment and Injection Techniques, a question was raised about whether pharmacy students would be permitted to administer injections. Two members of the practice faculty explained that licenced pharmacists may be certified by the Ontario College of Pharmacists to administer injections for demonstration or educational purposes and give the flu vaccination. Pharmacy students who have been trained to administer injections may give injections for demonstration or educational purposes under the supervision of a licensed pharmacist trained to administer injections. Pharmacy students cannot give flu vaccinations.

5.0 Report of the Academic Standing Committee

The report was delivered by J. Wells. The following items were presented for approval.

5.1 Failed Structured Practical Experiential Program (SPEP) Rotations

The Committee reviewed the case of a student in year IV who failed SPEP rotations at community and ambulatory sites. The student objected to one of the supplemental sites and received a grade of fail for that rotation. Our current policy states that students will be given one opportunity to successfully complete a supplemental practical experience rotation but does not state what happens if the student receives a grade of fail for that supplemental rotation.

MOVED: Jim Wells; **SECONDED:** Jeff Henderson; **THAT**, the student undergo remediation as recommended by the B.Sc.Pharm. Program Committee and, upon successful completion of the remediation, that she be permitted to undertake a further supplemental community rotation (PHM432). Should the student fail the supplemental community rotation, she would have had three attempts to pass and therefore would not be permitted to continue in the B.Sc.Pharm. program; should the student pass the supplemental community rotation, she would be permitted to undertake a supplemental institutional rotation (PHM434). Should the student fail the supplemental institutional rotation, she would be given the opportunity to complete a second supplemental institutional rotation; she would have had three attempts to pass and therefore would not be permitted to continue in the B.S.Pharm. program.

CARRIED

5.2 Calculations Exit Examination Results

A student failed to achieve a passing grade of 100% after the four permitted attempts at the Calculations Exit Examination (a post-admission requirement) in year 2 of the BScPhm program. At its May meeting Council allowed the student (and 2 others) a fifth attempt following remediation activities and the student failed this fifth attempt in September. The student's next opportunity to take the exam would be with the second year cohort in the fall of 2013. At this point the students would be in the final year of the BScPhm program.

MOVED: J. Wells; **SECONDED:** D. Dubins; **THAT** the student be permitted one further attempt at the examination.

CARRIED

Council members made several suggestions regarding this post-admission requirement:

- To consider converting the requirement to a course.
- To increase the number of exam questions to 30 and make 28/30 a passing grade. Students are given direction and provided with a text book and questions to prepare for the exam; maybe students aren't taking the initiative to prepare.

5.3 PHM 142 Metabolic Biochemistry and Immunology

Ten students failed the supplemental exam for PHM 142 in August, and were given remedial education and permitted to write a second supplemental examination on the second section of the exam, which had unusually low grades. That grade was then blended with the grade for the first section of the August supplemental exam to obtain the overall supplemental grade. Nine of the 10 students obtained a passing grade on the supplemental exam and one student failed.

MOVED: J. Wells; **SECONDED:** D. Dubins; **THAT** the student who failed the course after the second supplemental examination be required to repeat the course.

CARRIED

Several questions were raised about how the grading practices policy was applied in this course.

5.4 Student Petition

The Committee considered a petition from a student who was admitted to Year I in 2004, completed Year II in 2006, and has spent 2006-12 completing year III courses with the exception of the Pharmacy Practice Lab (PHM 329). The student requested permission to enrol in Year IV courses for which PHM 329 is not a prerequisite. This would contravene two BScPhm policies: that the requirements of a given year must be completed before proceeding to the next year, and that the requirements of Year IV must be completed in a single academic year.

MOVED: J. Wells; **SECONDED:** D. Dubins; **THAT** the student petition be denied.

CARRIED

5.5 Pharm.D. Program

The Pharm D Board of Examiners Grades submitted grades for part-time students in Phase I and II of the program and requested that, for the one student who has one grade pending (PHM 717), the program coordinator be empowered to accept the grade reported by the Office of Experiential Education.

MOVED: J. Wells; **SECONDED:** J. Henderson; **THAT;** the report of the PharmD Board of Examiners be approved.

CARRIED

The following item was presented as a motion in the Committee's report, however, is presented here for information only as a motion was not required.

5.6 Proposed Grading Policy for Experiential Education

The Office of Experiential Education proposed a grading policy to deal with the problem of students who fail one or more rotations in Academic Service Learning, Early Practice Experience courses or the Structured Practical Experience Program. The Academic Standing Committee recommended that the proposed policy be amended to ensure consistency with University policies regarding student costs over and above tuition, and consequences of breaching codes of behaviour. It also asked that the proposed policy include the possibility of additional rotations or other supplemental activities when required course documentation is missing or delayed.

6.0 Schedule of Committee Meetings

The schedule of committee meetings has been posted on the Faculty Council website. Go to the About Us page and select Governance. Chairs are reminded that Council's new bylaws state that all committee meeting dates must be specified at the beginning of the academic year.

Adjournment: 11:40 a.m.