

**UNC ESHELMAN SCHOOL OF PHARMACY
2008-2009 COMMITTEE ASSIGNMENTS**

PREAMBLE:

Faculty and staff committee service is an important part of the academic governance of the UNC Eshelman School of Pharmacy and is an expectation of one's general responsibilities to the School and University. Committee work must be shared and valued, and appropriately distributed across faculty, staff, and students. Each of the charged committees below should focus on its appointed charge and operate in the spirit of the common good. The committee chair is responsible for the following:

- Scheduling meetings
- Insuring that the charge of the committee is properly met
- Reviewing rules of order (e.g., decision making process)
- Appointing a committee secretary
- Insuring that committee minutes are appropriately prepared, reviewed, distributed, and posted on Blackboard
- Reporting relevant issues, findings, and recommendations to associate deans, dean, and faculty as appropriate

Note: All minutes should be reviewed by committee members before distribution and posting.

Committee assignments will be made public from the Office of the Dean at the beginning of each fall semester. It is expected that outgoing committee chairs will work closely with incoming chairs to facilitate a smooth transition of responsibility. The dean will meet with each of the committees or chairs prior to the first official meeting to review the appointed charge.

ADMISSIONS COMMITTEE

Charge: Review and recommend applicants for admission to the doctor of pharmacy program and admissions policies and procedures on an ongoing basis for enhancement of the admissions process.

Chair: Amanda Corbett
Members: Kristen Bova Campbell, Bob Dupuis, Fred Eckel, Joel Farley, Boka Hadzija, Amanda Himes, Tim Ives, Hal Kohn, Kim Leadon, Craig Lee, Jennifer Robertson, Tracie Rothrock-Christian, Jennifer Stegall-Zanation, Toyin Tofade, Chris Walko, Carla White Harris, Wendy Cox (ex officio), *Staff Liaison:* Pam Goldston
Report: Faculty through associate dean for professional education and dean

ASSESSMENT COMMITTEE

Charge: Formulate, refine, and manage an overall assessment plan for the professional program. The committee will identify critical assessment needs, processes, tools, and data sources, define infrastructure and resources needed to manage program assessment, and implement the assessment plan.

Chair: Betsy Sleath
Members: Huyla Coker, Tammie Davis, Kim Deloatch, Rebecca Edwards, Boka Hadzija, Roy Hawke, Kim Leadon, Jian Liu, Robert Malone, Susan Miller, Adam Persky, Jaya Rao, Joan Settlemeyer, Qisheng Zhang, Pam Joyner (ex officio), Gary Pollack (ex officio), *Student Representatives:* Brian Murray (PY3-CH), Gabriel Grutza (PY3-ECSU), Tracy Rupp (PY2-CH), *Staff Liaison:* Cat Vorick
Report: Faculty through associate dean for professional education and dean

BUILDING AND GROUNDS COMMITTEE

Charge: Assess the aesthetic needs of the buildings and grounds associated with the UNC Eshelman School of Pharmacy and make specific recommendations for improvements.

Chair: Pam Joyner
Members: Kevin Almond, Wendy Cox, Phyllis Smith, Bob Blouin (ex officio), Wayne Pittman (ex officio)
Report: Dean

COMMITTEE FOR INTERNATIONALIZATION

Charge: Advise on the School's initiatives to develop international relationships and strategic partnerships with academic institutions and/or governments.

Chair: Phil Smith
Members: Kim Deloatch, Stephen Eckel, Hal Kohn, Howard McLeod, Russell Mumper, Alex Tropsha, Dennis Williams, Dhiren Thakker (ex officio), *Student Representatives:* TBD (PY3), Man Luo (graduate student)
Report: Dean

COMMUNITY PHARMACY ADVISORY COMMITTEE

Charge: Identify community pharmacies that will collaborate with the UNC Eshelman School of Pharmacy to test new practice models and review study ideas and research proposals to be implemented in community pharmacy settings.

Chair: Stefanie Ferreri
Members: Jennifer Barbour, Sue Blalock, Steve Caiola, Huyla Coker, Lisa Dinkins, Joel Farley, Leigh Foushee, April Lamm, Macary Marciniak, Joan Settlemeyer, Carl Taylor, Tim White, Dennis Williams, *Staff Liaison:* Vicky Burriss
Report: Dean through associate dean for professional education

CONFLICTS OF INTEREST AND CONFLICT OF COMMITMENT ADVISORY COMMITTEE

Charge: Review potential Category II or Category III conflicts of interest or conflicts of commitments which may exist within the UNC Eshelman School of Pharmacy and implement appropriate monitoring mechanism.

Chair: Rudy Juliano
Members: Elizabeth Forshay (UNC-H), Tony Hickey, Hal Kohn, Dick Kowalsky, Russ Mumper, Mary Paine, Mike Patil, Herb Patterson, Dhiren Thakker, Alex Tropsha, Tim Wiltshire, Bill Zamboni, Sherrie Settle (ex officio), *Staff Liaison:* Raj Kshatriya
Report: Dean

CRIMINAL BACKGROUND CHECK COMMITTEE

Charge: In cooperation with the Office of Student Services, review the results of criminal background checks for all professional and graduate students and recommend follow-up actions as needed.

Chair: Wendy Cox
Members: Amber Allen, Pam Goldston, Kim Leadon, Britt Ritter (UNC-H), Dail White, Pam Joyner (ex officio), *Staff Liaison:* Dama Keck
Report: Associate dean for professional education

CURRICULUM COMMITTEE

Charge: In cooperation with the Office of the Associate Dean for Professional Education, develop and implement a process for periodic evaluation, quality management, and enhancement of the professional curriculum.

Chair: Adam Persky
Vice Chair: Michael Jarstfer
Members: Ken Bastow, Wendy Cox, Anthony Emekalam, Stefanie Ferreri, Dick Kowalsky, Kim Leadon, Ralph Raasch, Mary Roth, Kim Thrasher, Dennis Williams, Kim Deloatch (ex officio), Pam Joyner (ex officio), Gary Pollack (ex officio), KT Vaughan (ex officio), *Student Representatives:* Maurice Alexander and Kelly Martin (PY3-CH), Savanna Steele (PY3-ECSU), Kristen Bryant (PY2-CH), Jane Yen (PY1-CH), *Staff Liaison:* Dama Keck
Report: Faculty through associate dean for professional education and dean

EXECUTIVE COMMITTEE

Charge: Provide advice and consultation to the dean regarding school policy and strategy, and serve as a primary conduit of information exchange between the dean's office and the various units of the school.

Chair: Bob Blouin
Members: Kevin Almond, Kim Brouwer, Steve Caiola, Rowell Daniels, Leaf Huang, Pam Joyner, Rudy Juliano, Mick Murray, Mike Patil, Wayne Pittman, Gary Pollack, Dhiren Thakker, Alex Tropsha

FACULTY COMMITTEE ON SALARY POLICIES

This committee was formed in accordance with the chancellor's directive. Members are elected by the faculty for two-year term. An election of a new member to the committee must take place to replace a member who will rotate off the committee. (All faculty ranks and all divisions should be represented.)

Charge: Develop a policy statement regarding equity/parity in faculty salary and suggest procedures for periodic review of the salary policies.

Chair/Members: To be elected by faculty, [*Staff Liaison:* Becky Eatmon]
Report: Dean

FACULTY DEVELOPMENT/MENTORING COMMITTEE

Charge: Work in association with division chairs and associate deans in the development of programs or opportunities that will enrich the personal and professional development of the faculty.

Chair: TBA
Members: Lynn Dressler, Dick Kowalsky, David Lawrence, Gary Pollack, Ralph Raasch
Report: Faculty through dean

FULL PROFESSORS' COMMITTEE

Charge: Make recommendations on promotion and tenure, conduct post-tenure assessment, and participate in the recruitment of faculty at the rank of full professor.

Chair: Fred Eckel
Members: Kim Brouwer, Boka Hadzija, Tony Hickey, Leaf Huang, Michael Jay, Rudy Juliano, Hal Kohn, David Lawrence, KH Lee, Howard McLeod, Russ Mumper, Mick Murray, Herb Patterson, Gary Pollack, Betsy Sleath, Dhiren Thakker, Alex Tropsha, Xiao Xiao, Bob Blouin (ex officio), *Staff Liaisons:* Becky Eatmon and Carrie Johnston (representing HR)
Report: Dean

GRADUATE EDUCATION COMMITTEE (GEC)

Charge: Monitor the implementation of the graduate program, develop processes for periodic review/update of the graduate program curriculum, prepare self-study document and plan for external review, coordinate graduate student recruitment, serve as a resource to graduate students and post doctoral fellows to enrich their education and training, and serve as a liaison with the UNC-Chapel Hill Graduate School.

Chair: Scott Singleton
Members: Sue Blalock, Moo Cho, Stephen Eckel, Roy Hawke, Michael Jarstfer, David Lawrence, Rudy Juliano (ex officio), *Graduate Student Organization (GSO) Representative:* Cristina Santos, *Staff Liaison:* Amber Allen
Report: Faculty through associate dean for research and graduate education and dean

HONORS PROGRAM COMMITTEE

Charge: Oversee the Honors Program; specifically, define goals and objectives of the program, identify the criteria for student participation, articulate student expectations, create and implement annual programs (e.g., seminars and research projects), and assess students' successful completion of program.

Chair: Rick Hansen
Members: Bob Dupuis, Anthony Emekalam, Tim Ives, Rihe Liu, Phil Smith, Tim Wiltshire, Qisheng Zhang, *Staff Liaison:* Gwen Ricks
Report: Dean through associate dean for professional education

NOMINATIONS COMMITTEE

Charge: Identify eligible and interested individuals who could serve as a faculty representative consistent with the School's governance and obligations (e.g. AACP faculty representative, Faculty Committee on Salary Policies, faculty secretary). This committee will oversee the election and ensure a fair and open process.

Chair: Scott Singleton
Members: Sue Blalock, Boka Hadzija, Rick Hansen, Angela Kashuba, Drew Lee, Macary Marciniak, *Staff Liaison:* Becky Eatmon
Report: Dean

SCHOLARSHIP COMMITTEE

Charge: Provide information and give advice about the necessary qualifications for financial assistance, review applications and assign scholarships.

Co-chairs: Kristen Bova Campbell, Jo Ellen Rodgers
Members: Amanda Corbett, Elizabeth Farrington, Sarah Ford (UNC-H), Jena Ivey, Angela Kashuba, Peter Koval, Debbie Montague, Mary Roederer, Bob Shrewsbury, Jennifer Stegall-Zanation, Carla White Harris, Debra Wobbleton-Kemp, Kevin Almond (ex officio), Wendy Cox (ex officio), *Staff Liaison:* Jean Holliday
Report: Dean through associate dean for advancement

SCHOLASTIC ACHIEVEMENT AND PROGRESSION COMMITTEE

Charge: Monitor student progression in the professional curriculum, specifically: (1) monitor compliance with academic progression guidelines adopted by the faculty and report results to faculty with recommendations for modification as appropriate; (2) recommend remedial action or termination of professional students who fail to maintain satisfactory progress; and (3) act on petitions from professional students regarding individual adjustment to curricular requirements.

Chair: Herb Patterson
Members: Huyla Coker, Wendy Cox, Dick Kowalsky, Kim Leadon, Drew Lee, Ralph Raasch, Phil Rodgers, Pam Joyner (ex officio), *Staff Liaison:* Dama Keck
Report: Faculty through associate dean for professional education and dean

STAFF COUNCIL

Staff Council is composed of elected representatives from SPA staff.

Charge: Identify and discuss issues of concern to staff employees, as well as those of general interest to faculty, students and other stakeholders.

Chair: Angela Lyght
Members: Amber Allen, Lee Daub, David Etchison, Dama Keck
Report: Staff

VTC ADVISORY AND PLANNING COMMITTEE

Charge: Committee will develop recommendations for plans, policies, and guidelines for optimum use of the video-teleconferencing (VTC) technologies in the UNC Eshelman School of Pharmacy. The committee will be advisory to IT directors at both campuses. These plans, policies, and guidelines will support VTC program infrastructure enhancements and ensure effective and consistent communications. The chair of the committee will submit, through appropriate channels, recommendations to the Executive Committee for approval and endorsement.

Chair: Dave Maldonado
Members: Amber Allen, Huyla Coker, Casey Emerson, Mike Patil, Susan Peck, Adam Persky, Carla White Harris
Report: Dean

STUDENT ORGANIZATIONS-FACULTY ADVISORS

Senate:	Pam Joyner
Carolina Association of Pharmacy Students (CAPS):	Co-Advisors - Macary Marciniak, Kelly Scolaro, Dennis Williams
Student National Pharmaceutical Association (SNPhA):	Co-Advisors - Stefanie Ferreri, Carla White Harris
Rho Chi:	Bob Dupuis
Phi Lambda Sigma:	Boka Hadzija
Taking Action By Service (TABS):	Betsy Sleath
Christian Pharmacists Fellowship International (CPFI):	Lisa Dinkins
Student Health Action Coalition (SHAC):	Lisa Dinkins (Clinic), Jena Ivey (Mobile), Kelly Scolaro (Special Projects)
Health for Habitat:	Michael Jarstfer
Kappa Epsilon:	Co-Advisors – Jo Ellen Rodgers, Jenn Stegall-Zanation
Kappa Psi:	Tim Ives
IFC Homeless Shelter Clinic:	Dennis Williams
Pharmacy Judicial System:	Co-Advisors - Wendy Cox, Wayne Pittman
Cardiology Special Interest Group:	Jo Ellen Rodgers
Community Pharmacy Student (Special) Interest Group:	Stefanie Ferreri
Geriatric Student Group:	Mary Roth and Jena Ivey
Clinical Discussion Group:	Amanda Corbett
Graduate Student Organization (GSO):	Scott Singleton
American Association of Pharmaceutical Scientists (AAPS)	
UNC Student Chapter:	Lucila Garcia-Contreras
Apothecary Club:	Huyla Coker and Jennifer Robertson