

## Student Affairs Committee Meeting

## MINUTES

December 19, 2014

Facilitator: Tim Long

Attendees: Glenn Anderson, Chris Booth, Ashley Brown, Jeremy McAleer, Terri Moran, Leesa Prunty, Laura Rudolph

Absent: Sherri Adams, Shelvy Campbell, Chris Harper, Jinsong Hao, Jennifer Kennedy, Angel Kimble, Hasan Koc, Brian Train, Nicole Winston, Priscilla Adjei-Baffour, Cat Higgins, Minh Tran, Jessica Wright

Guest(s):

Note Taker: Cindy Obregon

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### I. Approval of Minutes

The minutes for November 2014 were unanimously approved by committee.

### II. Report from Director of Progressions

### III. Report from Subcommittees

#### **Committee went into Executive Session**

##### A. Student Awards – Dr. Hao

- i. Walgreens Diversity Award Voting (2 candidates) - We have a Kopp Scholarship candidate Mrs. Kennedy would like us to consider. We will be watching their numbers on their interview day. Mrs. Kennedy has another candidate for the Walgreens Diversity Scholarship and we will be watching their numbers on their interview day.
- ii. Three of the Walgreens scholarships have been awarded for this semester. There are more scholarships to vote on. We didn't get enough response on the first cycle of applications. We did receive more on the second cycle. Dr. Anderson has noted there should be an Interim Chair for the Awards Sub-Committee in Dr. Hao's absence. Dr. Prunty was asked as a member of the Sub-Committee to make the recommendations of candidates for these remaining awards. Dr. Long will send her the information on those candidates.

#### **Executive Session ended**

B. MUSOP Diversity Scholarship Draft – The Sub-Committee has been working on a definition for diversity and the criteria for the scholarship. Dr. Long submitted the draft for committee review and comments. A discussion about the draft commenced. Dr. Long will submit any comments to Dr. Hao for finalizing the draft to submit to the Committee for a vote.

##### C. Student Progressions - Dr. Long

- i. A form is being created for Second Chance Attempt requests. We allow 4 total, with a maximum of 2 per semester. This will make tracking these attempts more manageable. The form will give the guidelines and deadlines for submitting the request. Signatures required will be the student, instructor and a Student Affairs representative.

- ii. We have a student that has completed all their required P2 work to progress to the next class. A motion was made to allow progression to P3 status, motion was seconded. The vote was unanimous for progression.
- iii. We had another student that completed all their required P1 work to progress to the next class. A motion was made to allow progression to P2 status, motion was seconded. The vote was unanimous for progression.
- iv. We currently have some students on academic probation that did not qualify for second chance. There are others that do qualify for Second Chance so they are in the remediation process. There are some P1's and P3's who have not successfully completed their 3<sup>rd</sup> attempt at their respective OSCE's. The Assessment Committee is drafting a policy as to their remediation plan. OSCE's are a year round opportunity; students are not placed on administrative probation which would prohibit them from taking courses.

#### IV. Old Business

- A. Review of early admission applications on 9/24 (*completed*)
- B. Early admission interview date on 10/13 (*completed*)
- C. Vetting early decision applicants Friday, 10/17, 8:30, room L06 (*completed*)
- D. Review November interview applicants on Monday, 10/20 (*completed*)
- E. November interview Monday, 11/10 (*completed*)
- F. Review of Pharm.D. Applicants for 2015 interview dates, Friday, 12/12 (*completed*)
  - i. Next interview date on Monday 1/26
  - ii. Upcoming interview dates on Mondays 2/2, 2/9, 2/16, 3/2 and 3/9
- G. Discussion on recognition of P4 class as Pharm.D. candidates following completion of P3 didactic coursework and progression to APPE (*completed*)

#### V. New Business

- A. Update on SAC charges –
  - i. Update the definition of diversity for the scholarship.
  - ii. Review the merits of multi-mini interviews versus our current interview model and submit a report to the Associate Dean.
  - iii. Redevelopment on the scholarship application process to streamline and cut down on paperwork.
  - iv. Develop and update SOP policy on student admission process, define how our students are engaged in this process.
  - v. Dr. Hao volunteered to serve on the Safety committee
  - vi. Lactation room location has been determined and the privacy curtain will be hung before we leave for break. Ms. Moran will send an email to everyone as to the designated room number.
  - vii. Discussion on scholarships timeline to define the dates on when all scholarships are to be distributed. Dr. Hao has been in communication with Mr. Rudolph on the best timelines to make sure the funds are available for allocation.
- B. Discussion on OSCE's and P3 to P4 progression - There are 10 OSCE's over the three year period. A decision regarding progression of P3's to P4 status if they are on administrative probation needs to be determined. Committee needs to decide if they will go to their APPE sites if they haven't passed all OSCE's. The committee will have to take a look at this issue at the end of the coming Spring semester.

- C. Pinning ceremony for P4 students - We will need to finalize the venue and date by the end of January. We need Ms. Moran, Mrs. Kennedy and some faculty to form this committee. A request for any volunteers to serve on this committee was made. Dr. Prunty and Ms. Obregon were included. A discussion commenced on some possible ideas for the ceremony.

**I. Adjourn**

Meeting adjourned at 2:34 p.m.