

Comprehensive Pharmacy Evaluation and Assessment Plan EACPHS Pharmacy Program

Preamble to our CPAEP

Measuring the success of the overall pharmacy program requires assessment and evaluation based on a set of parameters. This Plan provides a set of parameters to conduct this process in an ongoing fashion. The process outlined in this Plan is intended to not only provide a measure of success but also to serve as one step in the process of continuing development and improvement of the overall pharmacy program.

How was this plan created?

The parameters incorporated in this Plan are based on the established College, Department, and Program missions and strategic plans and on the standards established by the Accreditation Council for Pharmacy Education. Numeric benchmarks have been determined based on prespecified academic standards, pharmacy program norms or expectations, and stakeholder feedback.

How do we obtain and review data for this plan?

Data is obtained from a variety of sources including curricular documents, surveys, student performance data, focus groups, and committee reports. Items incorporated in this plan are to be reviewed at regular intervals by the Assessment Committee. The CPAEP also incorporates routine activities included on the Pharmacy Program Strategic Plan and the Curricular Assessment Plan.

How do we communicate findings and assessment of data in our CPAEP?

The structure of this Plan is intended to facilitate both input from and output to the identified responsible Committees and Leadership delineated in the Plan as well as our CPAEP graphic. Communication with stakeholders and key leadership is imperative to the effectiveness of this plan and consideration must be given to the dynamic nature of academic pharmacy. Communication regarding performance on domains of our CPAEP is also relayed to other internal and external stakeholders through meetings, newsletters, and our Assessment webpage.

Our commitment to the quality of the CPAEP:

Inherent in this Plan is the expectation of ongoing review and revision to provide a meaningful assessment and evaluation. Continual strengthening of the Plan encourages and requires faculty input to the Pharmacy Assessment Committee.

Domain	Responsible Person	Assessment Item	Assessment Tool/Metric	Strategic Plan Domain	Research & Discovery	Teaching & Student Success	Outreach & Engagement	Diversity, Equity and Inclusion	Financial Stability & Operative	Practice & Patients	ACPE 2016 Standards	PhAC Assessment Frequency and Time
Academic Performance & Progression	Chair, CAPP	Class Standing	Student GPA/class rankings Metric: Create listing			X					16-17	Annual
Academic Performance & Progression	Chair, CAPP	Progression	Grad. Rate-on time - 85% Delayed rate \geq 15% Academic dismissal- 3% Total dismissal (academic + non-academic dismissal) > 3% Withdrawal Rate \geq 6% Grad Rate Overall - 95% Total attrition related to on-time graduation (students who didn't graduate on time for any reason, delayed graduation, academic dismissal or withdrawal) 15% (All numbers based on admitted cohort)			X					16-17	Annual
Admissions and Recruitment Admissions and Recruitment	Chair, Admissions Committee	Admissions Process Applicant pool Quantity and Quality	AACP Student Survey**					X	X		16	Annual
			Admission Criteria Metric: >20% change in weighting of admission parameter					X	X			Annual
			Total # of applicants, # applicants meeting criteria, # offers, # accepted offers Metric: < national applicant number averages					X	X			17

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	Chair, Admissions Committee	Admissions Process	Applicant Interview Evaluation Metric: >5% Number of students excluded based on interview					X	X		16	Annual
Admissions and Recruitment	Chair, Admissions Committee	Applicant pool Quantity and Quality	Number of Applicants meeting minimum requirements Metric: <175 student below GPA requirement					X	X		16	Annual
Alumni - Pharmacy	Associate Dean	Pharmacy Alumni Contact	Alumni Representation Across University: Metric: Number of alumnus participants				X				7, 8, 18, 19, 20	Annual
Alumni - Pharmacy	Associate Dean	Pharmacy Alumni Contact	New Graduate Employment Survey Metric: Annual distribution				X				22	Annual
Alumni - Pharmacy	Associate Dean	Pharmacy Alumni Contact	Pharmacy Alumni Contact Listing Metrics: Number of recipients that receive newsletter; number of recipients that receive newsletter without email kickbacks; emails opened through internet browser; emails opened through platform (i.e., MacOS, Windows, Android)				X		X		7, 8, 18, 19, 20	Annual

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Alumni - Pharmacy	Associate Dean	Pharmacy Alumni Engagement	<p>1. AACP Alumni Survey (not facilitated by College) Metric: Exceed national average</p> <p>2. Alumni/Preceptor/Volunteer Even Participation Metric: Deliver four events/year (Fall, Midterm, Exam Week), participation at Local Events recorded; develop calendar of events with donation prospectus</p> <p>3. Alumni Advisory Board Participation: Metric: Revise and implement inaugural board, assign charges</p> <p>4. Presence at Local/National Pharmacy Meetings Metric: Hold at least two reception events/year, with participation recorded</p>				X		X		7, 8, 18, 19, 20	Annual
Assessment	Chair, Assessment Committee	AACP Surveys	<p>Analysis Report on AACP Surveys Metric: Standard threshold: Greater than 75% strongly agree or agree Excellence threshold: Greater than 95% strongly agree or agree OR 10% above national public average Concern threshold: Less than national average or consistent downward trend over 3 years (determined by assessment committee)</p>		X	X	X	X	X	X	24, 25	Annual

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Assessment	Chair, Assessment Committee	Comprehensive Pharmacy Assessment and Evaluation Plan	Refer to individual tools within each CPAEP domain Metric: Annual review and approval of CPAEP at assessment meeting		X	X	X	X	X	X	24, 25	Annual Plan review and revision Ongoing review of assessment items in the Plan
Awards & Honors	Chair, Awards and Honors Committee	Student scholarships/awards presented	Report – Listing Metrics #internal awards/amount categorize awards #students applied by class #awarded (100%) #external awards #awards with criteria of financial need		X	X	X	X	X	X	14	Annual
Curriculum	Associate Dean, Director of Experiential	Co-Curriculum	Faculty Advisor Assessment of Advisee (FAAA). Metric: 100% completion by advisors; Faculty Advisor Discussion (FAD)-100% complete by students per semester; 100% in P1 longitudinal orientation; Co-Curricular Event tracking			X					4, 14, 25	Annual

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Curriculum	Chair, Curriculum Committee; Assessment Committee; PEC, Director of Experiential Education	Curricular Content, Development, Delivery, Improvement, Effectiveness, Student Learning	AACP Student, Faculty and Preceptor Surveys; >25% disagree			X					1-4, 10, 11, 12, 13	Annual (September)
Curriculum	Chair, Curriculum Committee	Curriculum Effectiveness	NAPLEX Exam/ MJPE Exam NAPLEX- less than national rate; MJPE-less than in-state rate		X						1-4, 10, 11, 12, 13, 24, 25	Annual (October)
			See Curriculum Assessment Plan and individual reporting for Higher Learning Commission		X		X				3, 10, 25	
Curriculum	Director Experiential Education	Experiential Education Preceptor Development	Preceptor Development Module Metric: 85% onboarded preceptor compliance with requirement							X	20, 22	Biennial - odd years
Curriculum	Director Experiential Education	Experiential Education Preceptor/Experience Assessment	Student Evaluation of Preceptors/Experience Metric: ≥ 2 poor overall preceptor evaluations on overall questions/year Metric: ≥ 2 student failing/academic year/preceptor			X				X	12, 13, 20, 22	Annual

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Curriculum	Chair, Curriculum Committee and Director, Experiential Education, Coordinator of Interprofessional Education	Interprofessional Education Assessments (pre-APPE, IPPE, APPE)	Course specific assessments defined in the Interprofessional Education and Professional Practice Plan			X				X	3, 11-13, 25	
Curriculum	Director, Experiential Education	Professionalism	Co-curricular requirements on-time P4 completion Metric: 95% on time completion			X					10, 12, 13	Annual
	Chair, Assessment Committee		Faculty Advising Assessment of the Advisee-Cohort growth			X					4, 10, 25	Every 3 years-
Curriculum	Director, Experiential Education	Student Learning	Faculty/Preceptor Assessment of student competencies in Experiential training (IPPE and APPE) Metric: < 90% completion			X				X	20, 22	Every 3 years
Curriculum	Curriculum Committee Chair	Curricular content and delivery	Curricular Mapping Metric: Course mapping to ABOs, Bloom's, ACPE required appendices, – 100% Metric: ABOs addressed in curriculum – 100% Metric: absence of active learning in a course			X					1-4, 10-13, 24, 25	Annual
Facilities and Resources	Dean/Associate Dean	Building access, classroom technology, classrooms-both large and small lecture/discussion, common areas (non-	AACP Surveys Metric: AACP program survey metric		X	X			X		21, 25	Annual

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		classroom), computer resources, faculty office space, labs, food availability, LRC, library services, parking patient care laboratory, security, and staff support										
Faculty	Chair, PSC Chair, PPR	Promotion Recruitment Retention	Tenure Metric: < 100% attainment Rank Metric: < 80% faculty successfully progressing to next rank within allocated timeframe. Promotion/Progression Timeframe: 8 years for clinical faculty and 6 years for tenure-track faculty to Associate Professor; 10 years to full Professor for both.		X	X		X	X	X	18, 19	Annual
			Open Positions (Lines) Metric: position (line) open \geq 2 years		X	X		X	X	X	18	Annual
			Departures (non-retiring) Metric: \geq 1 departure/year for a 3year period						X		18	Every 3 years
			AACP Graduating Student (yearly) and Faculty surveys (every 3 years)		X	X	X	X	X	X	18, 19	Annual

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Faculty	Chair, PSC Chair, PPR	Voluntary and/or Adjunct Faculty	Report describing approval/re-approval dates Preceptor Orientation Metric: 100% compliance with requirement						X	X	18, 20	Biennial
Leadership Performance	Provost	Dean	Five-Year Review AACP student and faculty surveys						X		5 to 9	Every 5 years
	Dean	Department Chairs										
	Department Chairs	Faculty Development Plan	All faculty have a mentor for the first five years of hire Metric: 100% compliance	X	X	X			X		7, 18, 19	Annual
		Faculty Retention	Report Metric 100% retention offers made to faculty are accepted	X	X	X			X			
		Salary analysis	3-year routine process for salary equality assessment Metric: 100% Compliance						X		6, 7	Annual
		Department Chairs Dean/PEC	Strategic Plan	Report on progress of evolving strategic plan Metric: 100% Compliance	X	X	X	X	X	X	X	6, 7, 25
Scholarship and Research	Associate Dean, Research	Collaboration	Report - PI/Co-I, collaborators, description, Metric: Quantity of collaborations with breakout of internal, external, funded or not funded; track 5 year trends		X						7, 18, 19, 25	Annual

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Scholarship and Research	Director of Research, Pharmacy Practice; Director of Research, Pharmaceutical Sciences	Grants/contracts	Report - Role, Title, Source, Funding for the year, Co-I Number of grants, funding amount, total and per FTE (federal and non-federal) Number of contracts, funding amount, total and per FTE (federal and non-federal) Metric: ↓ in AACP ranking by 5 places in a year OR downtrend 3 years in a row	X							7, 18, 19, 25	Annual
		Patents	Report – name/description of patents, royalties Metric: Quantity and total	X							7, 18, 19, 25	Annual
		Presentations	Report – full citation, meeting name and location, Metric: 1 national/international. presentation/FTE	X							7, 18, 25	Annual
Scholarship and Research	Director of Research, Pharmacy Practice; Director of Research, Pharmaceutical Sciences	Publications	Report – full citation; indexed or not indexed (Pub Med); refereed status Metric: 1 indexed publication/FTE	X							7, 18, 25	Annual

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		Support	AACP Faculty Survey Metric: AACP program survey metric		X							Annual
Service/Outreach	PEC	Campus and Community	Report - Listing (audience, #'s involved, amt time)			X	X				7, 19, 25	Annual
	Chairs	Local/State/Regional	Report Metric: Faculty attendance (100%)	X							7, 19, 25	Annual
National/International		X										
Student-Life	Associate Dean	Student Advising, Student-faculty relations	AACP Surveys Metric: AACP program survey metric Yearly Advising Evaluation			X					14, 25	Annual
Student-Life	Associate Dean	Student Complaints, Student registration, Student Health, student financial health, student transportation	AACP Surveys Metric: AACP program survey metric			X		X			15, 25	Annual
Student-Life	Associate Dean	Student Success	AACP Surveys, Rho Chi Tutoring and Learning Community update			X					14, 25	Annual