Committee service is an important part of shared governance and must be distributed appropriately among all members of our academic community (students, staff, and faculty). Each of the standing committees is expected to focus on its charge and operate in the spirit of shared governance.

The committee chair is responsible for:
- Scheduling meetings
- Setting agendas in accordance with the committee’s charge
- Ensuring that minutes are prepared, reviewed, and distributed
- Reporting committee actions or recommendations to the faculty through designated channels

Committee assignments are made by the Dean in consultation with relevant stakeholders (chairs of the academic units for faculty; supervisors for staff; associate deans as appropriate).

Use of ex officio members is intended to ensure cross-pollination among committees and, in some cases, to facilitate communication between committees and academic or operational units.

Most, but not all, committees will have a chair and a vice chair, with the vice chair managing the committee in the chair’s absence and succeeding the chair at the end of her or his term. The usual term for a committee chair or vice chair is two years. However, some committees may benefit from a longer term of service by leadership, e.g., scholarship and awards.

### STANDING COMMITTEES SUPPORTING THE PROFESSIONAL PHARMACY DEGREE PROGRAM

**Accreditation Compliance Committee**

Charge: The Accreditation Compliance Committee is responsible for aggregating the college’s performance or progress relative to each of the accreditation standards by which our professional program is evaluated. The goal is of this committee is to assure continued improvement in defined areas and streamline the process by which future self-study documents will be constructed.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Terri Levien</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice chair</td>
<td>Andrea Lazarus</td>
</tr>
<tr>
<td>Members</td>
<td>Pharmacotherapy-Julie Akers, Taylor Bertsch, Jeffrey Clark, Jennifer Robinson, Megan Undeberg, John White, Pharmaceutical Sciences-Sayed Daoud, Kay Meier, Mary Paine, Yakima-Dana Bowers, Rustin Crutchley, Angela Stewart, Sue Wright</td>
</tr>
<tr>
<td>Reporting line</td>
<td>To the Dean</td>
</tr>
</tbody>
</table>

**Assessment Committee**

Charge: The Assessment Committee is charged with guiding stakeholders in evaluating the overall performance of the PharmD program, maintaining compliance with Accreditation Council for Pharmacy Education (ACPE) expectations, and monitoring the extent to which the college achieves its mission and strategic goals. The Assessment Committee will facilitate assessment activities at the course, committee, program, and college levels.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Danial Baker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice chair</td>
<td>Jeffrey Clark</td>
</tr>
</tbody>
</table>

Rev. 09-16-22
WASHINGTON STATE UNIVERSITY COLLEGE OF PHARMACY AND PHARMACEUTICAL SCIENCES
STANDING COMMITTEES AY 2022-23

Members: Sue Wright
Pharmacotherapy-Anne Kim
Pharmaceutical Sciences-Sue Marsh, Senthil Natesan
Student (1) to be named by the chair (Ashley Rittenhouse)

Ex-officio: Terri Levien
Kim Mickey

Staff support: To be provided by the assistant to the dean

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Curriculum Committee

Charge: The Curriculum Committee manages the current professional curriculum to ensure that it is consistent, in content and delivery, with the vision of the faculty. This responsibility includes developing, implementing, and routinely conducting processes to evaluate curricular effectiveness, in collaboration with the Director of Analytics and the Executive Committee. The Curriculum Committee also is responsible for the timely review and processing of proposals for new professional elective courses.

Chair: Brian Gates
Vice chair: Megan Undeberg
Members: Pharmacotherapy- Jeff Clark, Cheyenne Frazier, Nicole Rodin,
Pharmaceutical Sciences- Ayesha Ahmed, Travis Denton, Darrell Jackson,
Yakima-Christina Buchman, Nick Giruzzi
Students (3) to be named
Adjunct Faculty Preceptor-Chris Greer

Ex officio: Jennifer Robinson, Sue Wright
Staff support: To be provided by staff in the committee chair’s department
Reporting line: To the faculty through the Dean

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Honors Program Committee

Charge: The Honors Program Committee oversees all aspects of the college’s honors program, including defining the goals and objectives of the program, identifying the criteria for student participation, articulating expectations of the program, coordinating program-related activities among participants in Spokane and Yakima, and assessing successful completion of the program.

Chair: Joshua Neumiller
Vice chair: Kim McKeirnan
Members: Pharmacotherapy- Danial Baker, Katie MacCamy
Pharmaceutical Sciences- ZK Chang, Darrell Jackson, Philip Lazarus, Connie Remsberg, Hui Zhang
Yakima- Nicholas Giruzzi
Graduate student (1) to be named

Staff support: To be provided by the staff in the committee chair’s department
Reporting line: To the faculty through the Dean
### Recruitment/Admissions Committee

**Charge:** The Recruitment/Admissions Committee oversees all aspects of the admissions and recruitment processes for the professional Doctor of Pharmacy program.

<table>
<thead>
<tr>
<th>Co-chairs</th>
<th>Jennifer Miller and Kim Mickey</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Members</strong></td>
<td>Pharmacotherapy-Julie Akers, Taylor Bertsch, Damianne Brand, Jeffrey Clark, Brian Gates, Andrea Lazarus, Terri Levien, Katie MacCary, Kimberly McKeirnan, Josh Neumiller, Nicole Rodin, Megan Undeberg, Megan Willson, Pharmaceutical Sciences- Ayesha Ahmed, Salah Ahmed, Darrell Jackson, Sue Marsh, Bhagwat Prasad, Shuwen Wang, Yakima-Dana Bowers, Christina Buchman, Megan Giruzzi, Anne Kim, Alumni (2) to be named</td>
</tr>
<tr>
<td><strong>Staff support:</strong></td>
<td>To be provided by staff in the professional education office</td>
</tr>
<tr>
<td><strong>Reporting line:</strong></td>
<td>To the faculty through the Dean</td>
</tr>
</tbody>
</table>

### Scholarship and Awards Committee

**Charge:** The Pharmacy Scholarship and Awards Committee administers the application and granting process for student scholarships and awards, and coordinates nomination of students for state and national awards.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Megan Willson</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vice chair:</strong></td>
<td>Damianne Brand</td>
</tr>
<tr>
<td><strong>Members:</strong></td>
<td>Pharmacotherapy-Rustin Crutchley, Jennifer Miller, Pharmaceutical Sciences-Sue Marsh, Mary Paine</td>
</tr>
<tr>
<td><strong>Ex officio:</strong></td>
<td>Sarah Kohler, Kelly Sylvester, Ryan Maynard</td>
</tr>
<tr>
<td><strong>Staff support:</strong></td>
<td>To be provided by staff in the advancement and alumni relations office</td>
</tr>
<tr>
<td><strong>Reporting line:</strong></td>
<td>To the faculty through the Associate Dean for Professional Education</td>
</tr>
</tbody>
</table>

### Student Progress Committee

**Charge:** The Student Progress Committee upholds the academic policies and procedures as outlined in the student handbook for the Doctor of Pharmacy program. This committee is responsible for monitoring student progression in the professional curriculum with respect to compliance with academic progression guidelines, recommending remedial steps 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.

<table>
<thead>
<tr>
<th>Co-Chairs</th>
<th>Connie Remsberg and Jennifer Robinson</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Members:</strong></td>
<td>Pharmacotherapy-Taylor Bertsch, Cheyenne Frazier, John White, Pharmaceutical Sciences-Sayed Daoud, Kay Meier, Yakima-Angela Stewart, Anne Kim</td>
</tr>
<tr>
<td><strong>Staff support:</strong></td>
<td>To be provided by staff in the professional education office</td>
</tr>
<tr>
<td><strong>Reporting line:</strong></td>
<td>To the Associate Dean for Professional Education at the end of each semester and on an as needed basis</td>
</tr>
</tbody>
</table>
# STANDING COMMITTEE SUPPORTING THE PHARMACEUTICAL SCIENCES AND MOLECULAR MEDICINE GRADUATE DEGREE PROGRAM

## Graduate Program Admissions Committee

Charge: Coordinates and advises the Executive Director of Graduate Programs in all activities related to admission of students. Areas in which the Admissions Committee shall assist and advise the Executive Director include: Review all student applications in conjunction with the Program Faculty Coordinator and the Academic Coordinator, and after consultation with appropriate graduate program faculty and decide the disposition of applications as to acceptance or rejection in a timely manner.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Bhagwat Prasad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members</td>
<td>Zhaokang Cheng, John Clarke, Philip Lazarus, Senthil Natesan, Jason Wu, Hui Zhang, Jiyue Zhu</td>
</tr>
<tr>
<td>Staff support</td>
<td>To be provided by the staff in the graduate program office</td>
</tr>
<tr>
<td>Reporting line</td>
<td>To the faculty through the Executive Director of Graduate Programs</td>
</tr>
</tbody>
</table>

## Graduate Program Curriculum Committee

Charge: The curriculum committee will review the current courses being offered in the graduate program to review their overall effectiveness in the graduate program. The committee will also make recommendations regarding adding courses to the curriculum. The committee will meet with current and past students who have taken courses within the graduate program curriculum to discuss the overall effectiveness of the courses and ways to improve the courses. Lastly, the curriculum committee will meet with departmental faculty who are instructors of record to review course descriptions and learning objectives in order to continue improving the effectiveness of the curriculum.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Connie Remsberg</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members</td>
<td>Sayed Daoud, Philip Lazarus, Sue Marsh, Senthil Natesan, Shuwen Wang, Zhenjia Wang</td>
</tr>
<tr>
<td>Graduate student</td>
<td>(1)</td>
</tr>
</tbody>
</table>

## Graduate Program Steering Committee

Charge: The steering committee evaluates the graduate program to ensure the program adheres to the Graduate Program Strategic Plan. Activities include identifying strengths and weaknesses related to the curriculum, mentoring of students, communication, and student successes (e.g., recruitment, retention, funding, professional/personal development).

<table>
<thead>
<tr>
<th>Chair</th>
<th>John Clarke</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members</td>
<td>Salah Ahmed, Keti Bardhi (grad student) Kay Meier, Mary Paine</td>
</tr>
<tr>
<td>Reporting Line</td>
<td>Graduate program faculty through the Graduate Program Director</td>
</tr>
</tbody>
</table>

## STANDING COMMITTEES SUPPORTING THE COLLEGE’S ACADEMIC OPERATIONS

## Diversity, Equity, and Inclusion Committee

Charge: The Diversity, Equity, and Inclusion Committee establishes procedures, objectives, and goals as well as acting as a liaison between the college and WSU Health Sciences’ DEI committee.
Chair: Bhagwat Prasad,
Members: Anjie Bertramson, Christina Buchman, Shuwen Wang, Nicole Rodin

Reporting line: To the Dean

### Executive Committee

**Charge:** The Executive Committee provides advice and consultation to the Dean regarding policy and strategic issues and serves as a liaison between the Dean's office and the college’s academic and curricular units.

**Members:** Chairs, Associate Deans, Executive Director

**Staff support:** To be provided by the assistant to the dean

### Full Professors’ Committee

The Full Professors’ Committee is responsible for making recommendations regarding promotion and tenure, participating in the recruitment of faculty at the academic rank of professor, and overseeing the college’s faculty development program.

**Members:** Determined by academic rank

**Staff support:** To be provided by the assistant to the dean

**Reporting line:** To the Dean

### ADDITIONAL SERVICE ROLES

**CPPS Faculty:**
Chair: Josh Neumiller
Secretary: Taylor Bertsch

**Faculty Senate:**
Mary Paine Fall 2021-Spring 2024
Darrell Jackson Fall 2021-Spring 2024
Jennifer Miller Fall 2022-Spring 2025
Jiyue Zhu Fall 2022-Spring 2025

**Faculty Senate Committees:**
Graduate Studies Committee: Mary Paine (2023)
Faculty Status Committee: Sue Marsh (2025)
Library Committee: Zhaokang Cheng (2023)
Professional Health Sciences Committee: Julie Akers (2022)
Research and Arts: Andrea Lazarus (2023)
Provost’s Committees:
Health Sciences Curriculum Committee: Jennifer Robinson
Provost’s Tenure and Promotion Advisory Committee: Jiyue Zhu

Presidential Committees:
Conflict of Interest Review Committee: Andrea Lazarus
Honorary Doctoral Degrees: Kay Meier
Human Subjects Institutional Review: Ayesha Ahmed, Andrea Lazarus, Terri Levien
IRB: Andrea Lazarus (co-chair)
Radiation Safety: George Tabatadze
University Grade Appeals: Terri Levien
WSU IAUCU: Zhenjia Wang
WSU Research Council: Andrea Lazarus

WSU Health Sciences Committees:
Interprofessional Education Steering Committee: Taylor Bertsch, Christina Buchman, Jennifer Miller, Angela Stewart, Megan Willson
Faculty Senate (WSU HS Rep): Ayesha Ahmed

Student Organizations-Faculty Advisors:
ACCP – Mary Paine
ACVP – Kay Meier
AMCP – Danial Baker
APhA-ASP – Jennifer Robinson/Christina Buchman
APhA new practitioner mentor – Katie MacCamy
ASCP – Brian Gates
ASHP – Megan Willson/Megan Giruzzi
CPNP – Katie MacCamy
GRSA – Sue Marsh
Industry Pharmacist Org. – Connie Remsberg
Kappa Psi – Julie Akers
NCPA – Julie Akers/Damianne Brand
Phi Delta Chi – Josh Neumiller
Phi Lambda Sigma – John White
PPSO/YPSO – Brian Gates/Damianne Brand
Rho Chi – Megan Undeberg/Angela Stewart
SNPhA – Cheyenne Newsome/Anne Kim
SPA – Jennifer Miller
YPSO – Damianne Brand
YSPA – Dana Bowers
WSPA – Julie Akers

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