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
- Insuring 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 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.

**Chair:** Terri Levien  
**Vice chair:** Andrea Lazarus  
**Members:** Pharmacotherapy-Jennifer Robinson, Megan Undeberg  
Pharmaceutical Sciences-Sayed Daoud, Kay Meier  
Yakima-Rustin Crutchley  
Sue Wright  
**Reporting line:** To the Dean

#### 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:** Josh Neumiller  
**Vice chair:** Jeffrey Clark  
**Members:** Pharmacotherapy-Julie Akers, Danial Baker
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: Kay Meier
Vice chair: Brian Gates
Members: Pharmacotherapy-Mike Gibson
Pharmaceutical Sciences-Shobhan Gaddameedhi, Sue Marsh, Hui Zhang
Yakima-Dana Bowers
Graduate Student (1) to be named
Staff support: To be provided by the staff assistant to the associate dean for faculty and student development
Reporting line: To the faculty through the Dean

Program Extension Committee

Charge: The Program Extension Committee oversees all aspects of the development and implementation of the college’s distributed curricular delivery model.

Chair: Linda Garrelts MacLean
Co-vice chairs: Sue Marsh and Angela Stewart
Members: Pharmacotherapy-Megan Giruzzi
Pharmaceutical Sciences-Connie Remsberg
Staff support: To be provided by staff in the advancement and alumni relations office
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.

Co-chairs: Damianne Brand and Kim Mickey
Members: Pharmacotherapy-Taylor Bertsch, Brian Gates, Andrea Lazarus, Kimberly McKeirnan, Jennifer Miller, John White, Megan Willson
Yakima-Christina Buchman
Students (2) to be named
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.

Chair: Megan Willson
Vice chair: Damianne Brand
Members: Pharmacotherapy-Linda Garrelts MacLean
Pharmaceutical Sciences-Sayed Daoud, Kay Meier
Ex officio: Sarah Kohler, Kelly Sylvester, Ryan Maynard
Staff support: To be provided by staff in the advancement and alumni relations office
Reporting line: To the faculty through the Associate Dean for Professional Education

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.

Co-Chairs: Connie Remsberg and Jennifer Robinson
Members: Pharmacotherapy-Taylor Bertsch, Cheyenne Newsome, John White
Pharmaceutical Sciences-Phil Lazarus, Shuwen Wang
Yakima-Angela Stewart, Anne Kim
Ex officio: Gary Pollack
Staff support: To be provided by staff in the professional education office
Reporting line: To the Associate Dean for Professional Education at the end of each semester and on an as needed basis.

STANDING COMMITTEE SUPPORTING THE GRADUATE DEGREE PROGRAM

Pharmaceutical Sciences Graduate Program Admissions Committee

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

Chair: Sayed Daoud
Members: Zhaokang Cheng, John Clarke, Kay Meier, Mary Paine, Zhenjia Wang
Staff support: To be provided by the staff in the graduate program office
Reporting line: To the faculty through the Chair for Pharmaceutical Sciences
STANDING COMMITTEES SUPPORTING THE COLLEGE’S ACADEMIC OPERATIONS

**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, Vice Dean, Associate Deans

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

**Faculty Talent Development Committee**

Charge: To implement and oversee the college’s Faculty Development and Mentoring Program and to continuously position faculty to be competitive for increasingly high-profile external awards and recognition

**Chair:** Kay Meier

**Members:** John White, Philip Lazarus, Angie Stewart

**Staff support:** To be provided by the staff assistant to the associate dean for faculty and student development

**Reporting line:** To the faculty through 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**

**Faculty Senate:**

- Julie Akers Fall 2016-Spring 2019
- Kay Meier Fall 2016-Spring 2019
- Salah Ahmed Fall 2018-Spring 2021
- Nicholas Giruzzi Fall 2018-Spring 2021

**Faculty Senate Committees:**

- Distinguished Faculty Address Committee: Andrea Lazarus (2019)
- Graduate Studies Committee: Shobhan Gaddameedhi (2020)
- Professional Health Sciences Committee: Julie Akers (2019)
- Research and Arts: Jean-Baptiste Roullet (2021)
Provost’s Committees:
Tenure and Promotion Advisory Committee: Jiyue Zhu
Health Sciences Curriculum Committee: Jennifer Robinson

Presidential Committees:
Conflict of Interest Review Committee: Andrea Lazarus
Fee Committee: Gary Pollack
Honorary Doctoral Degrees: Kay Meier
Human Subjects Institutional Review: Jeannie Padowski, Ayesha Ahmed, Andrea Lazarus

Student Organizations-Faculty Advisors:
ACCP – Mary Paine
ACVP – Kay Meier
APhA-ASP – Jennifer Robinson/Christina Buchman
ASCP – Brian Gates
ASHP – Megan Willson/Megan Giruzzi
CPNP – Mike Gibson
Kappa Psi – Julie Akers
NCPA – Linda Garrelts MacLean/Damianne Brand
ACCP – Mary Paine
ACVP – Kay Meier
APhA-ASP – Jennifer Robinson/Christina Buchman
ASCP – Brian Gates
ASHP – Megan Willson/Megan Giruzzi
CPNP – Mike Gibson
Kappa Psi – Julie Akers
NCPA – Linda Garrelts MacLean/Damianne Brand
Phi Delta Chi – John White
Phi Lambda Sigma – John White
PPSO – Brian Gates
Rho Chi – Megan Undeberg/Angela Stewart
SNPhA – Cheyenne Newsome/Anne Kim
SPA – Jennifer Miller
YPSO – Damianne Brand
WSPA – Julie Akers/Angela Stewart