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 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-Julie Akers, Jennifer Robinson, Megan Undeberg Pharmaceutical Sciences-Sayed Daoud, Kay Meier Yakima-Rustin Crutchley, Megan Giruzzi 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: Jeffrey Clark |
| Vice chair: Julie Akers |
| Members: Pharmacotherapy-Danial Baker, Josh Neumiller, Nicole Perea |
WASHINGTON STATE UNIVERSITY COLLEGE OF PHARMACY AND PHARMACEUTICAL SCIENCES
STANDING COMMITTEES AY 2019-20

Pharmaceutical Sciences-Travis Denton, Jason Wu, Jiyue Zhu
Yakima-Nick Giruzzi
Students (3) to be named
Adjunct Faculty Preceptor-Chris Greer

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

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, Shuwen Wang, 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, Kyle Frazier, Brian Gates, Andrea Lazarus, Kimberly McKeirnan, Jennifer Miller, John White, Megan Willson
Yakima-Dana Bowers, 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 Professional Development and Co-Curricular Committee

Charge: The Student Professional Development and Co-curricular committee is charged with overseeing our student success and professional development course series and co-curricular plan. Faculty serving on this committee will serve as a liaison between students and faculty by assisting our academic and student success advisors in connecting faculty and students with shared interests. This committee will determine if the co-curricular plan and the student success and professional development course series are meeting stated goals and objectives. Data informed decisions will be made to continually improve course content and co-curricular expectations.

Chair: Jennifer Robinson
Members: Pharmacotherapy-Jennifer Miller, Pharmaceutical Sciences-Shuwen Wang, Yakima-Russ Crutchley
Staff: Samantha Volk, Sarah Kenney, Lacy Christison, Kim Mickey

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-Sayed Daoud, Philip Lazarus, Yakima-Angela Stewart, Anne Kim
Ex officio: Linda Garrelts MacLean
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: Jiyue Zhu  
Members: Zhaokang Cheng, John Clarke, Mary Paine, Bhagwat Prasad, 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, 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, Angela 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
The TIPed Institute is an ongoing initiative by Washington State University College of Pharmacy and partners to foster institutional innovation and transformation in professional education. The series began in 2016 and continues to grow the community by highlighting pioneering experiences and successes from other institutions for a “best practices” approach. The TIPed Institute offers an environment of inclusion, learning and collaboration for the change agents within pharmacy academia to share ideas and develop action plans to foster authentic transformation. Authentic transformation is an institutional endeavor, and the adoption of innovations requires the collaboration of many stakeholders to advocate, plan, and implement. This committee is responsible for all aspects of planning, marketing, and executing the annual institute.

**Chair:** Jennifer Robinson  
**Members:** Julie Akers, Taylor Bertsch, Damianne Brand, Linda Garrelts MacLean, Kimberly McKeirnan, Angela Stewart, 2 Academic Fellows to be appointed by Angela Stewart and Kimberly McKeirnan  
**Communications:** Tia Weyrauch  
**Staff support:** Sue Lutz  
**Reporting:** Provides the dean with the agenda and schedule of events following each annual June conference

## ADDITIONAL SERVICE ROLES

**CPPS Dean Search (2019-20):** Anne Kim, Sarah Kohler, Philip Lazarus, Kimberly McKeirnan, Mary Paine, John White  

**Faculty Senate:**  
Julie Akers Fall 2019-Spring 2022  
Jiyue Zhu Fall 2019-Spring 2022  
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 (2022)  
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  
Honorary Doctoral Degrees: Kay Meier  
Human Subjects Institutional Review: Ayesha Ahmed, Andrea Lazarus
<table>
<thead>
<tr>
<th>Student Organizations</th>
<th>Faculty Advisors</th>
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<tbody>
<tr>
<td>ACCP – Mary Paine</td>
<td>Phi Delta Chi – Lauren Marcath</td>
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<tr>
<td>ACVP – Kay Meier</td>
<td>Phi Lambda Sigma – John White</td>
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<tr>
<td>APhA-ASP – Jennifer Robinson/Christina Buchman</td>
<td>PPSO/YPSO – Brian Gates/Damianne Brand</td>
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<tr>
<td>ASCP – Brian Gates</td>
<td>Rho Chi – Megan Undeberg/Angela Stewart</td>
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<td>ASHP – Megan Willson/Megan Giruzzi</td>
<td>SNPhA – Cheyenne Newsome/Anne Kim</td>
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<tr>
<td>CPNP – Mike Gibson</td>
<td>SPA – Jennifer Miller</td>
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<tr>
<td>Kappa Psi – Julie Akers</td>
<td>YPSO – Damianne Brand</td>
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<tr>
<td>NCPA – Linda Garrelts MacLean/Damianne Brand</td>
<td>YSPA – Dana Bowers</td>
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<td>WSPA – Julie Akers</td>
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