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 for the professional and graduate programs for students).

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:**

<table>
<thead>
<tr>
<th>Accreditation Compliance Committee</th>
</tr>
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<tbody>
<tr>
<td><strong>Charge:</strong> 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, which will work closely with the Office of Assessment and other units in the college, is to assure continued improvement in defined areas and streamline the process by which future self-study documents will be constructed.</td>
</tr>
<tr>
<td><strong>Chair:</strong> Terri Levien</td>
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<tr>
<td><strong>Vice chair:</strong> Andrea Lazarus</td>
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<tr>
<td><strong>Members:</strong> Pharmacotherapy-Jennifer Robinson; Pharmaceutical Sciences-Sayed Daoud, Kay Meier; Yakima-Christina Buchman; Sue Wright</td>
</tr>
<tr>
<td><strong>Reporting line:</strong> To the Dean</td>
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<thead>
<tr>
<th>Curriculum Committee</th>
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</thead>
<tbody>
<tr>
<td><strong>Charge:</strong> 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.</td>
</tr>
<tr>
<td><strong>Chair:</strong> Josh Neumiller</td>
</tr>
</tbody>
</table>
WASHINGTON STATE UNIVERSITY COLLEGE OF PHARMACY
STANDING COMMITTEES AY 2017-18

Vice chair: Jeffrey Clark
Members: Pharmacotherapy-Julie Akers, Danial Baker
Pharmaceutical Sciences-Travis Denton, Jason Wu, Jiyue Zhu
Yakima-Damianne Brand-Eubanks
Students (3) to be named
Adjunct Faculty Preceptor-Chris Greer (suggested)
Ex officio: Kim Mickey and Sue Wright
Staff support: Linda Kildew
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-Catrina Schwartz
Pharmaceutical Sciences-Shobhan Gaddameedhi, David Liu
Yakima-Dana Bowers
Graduate Student (1) to be named
Staff support: Kathleen McDonnell
Reporting line: To the faculty through the Dean

Internal Advisory Board for the Center for Teaching and Learning Excellence

Charge: The Center for Teaching and Learning Excellence advisory board is responsible for leading the discussion among the faculty regarding the design, implementation, and evaluation of new approaches for curricular delivery and engagement of students within and outside the classroom. In addressing its charge, the advisory board works closely with the Assessment Committee, the Curriculum Committee, and the academic units. In addition, the advisory board administers awards for Teacher of the Year and Student of the Year.
Director: Connie Remsberg
Members: Pharmacotherapy-Alyson Blum, Liza Gregg
Pharmaceutical Sciences-Mary Paine, Shuwen Wang
Yakima-Anne Kim
Students (2) to be named
Staff support: Hannah Lee
Reporting line: To the Dean through the Director of Advancement of Teaching and Learning Excellence

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

09/14/2017
Co-vice chairs: Sue Marsh and Angela Stewart  
Members: Pharmaceutical Sciences-Connie Remsberg  
Ex officio: Stuart Muller  
Staff support: Sue Lutz  
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.  
Chair: Jennifer Robinson  
Co-vice chairs: Shannon Panther and Grant Trobridge  
Members: Pharmacotherapy- Brian Gates, Andrea Lazarus, Terri Levien, Kimberly McKeirnan, John White  
Pharmaceutical Sciences- Ayesha Ahmed, Salah Ahmed, Jeannie Padowski, Shuwen Wang  
Yakima-Christina Buchman  
Students (2) to be named  
Ex officio: Kim Mickey  
Staff support: Melissa Aman  
Reporting line: To the faculty through the Dean

**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-Eubanks  
Members: Pharmacotherapy-Brenda Bray, Linda Garrelts MacLean, Lisa Woodard  
Pharmaceutical Sciences-Hui Zhang  
Ex officio: Sarah Kohler, Kelly Sylvester, Ryan Maynard  
Staff support: Abby Parsons  
Reporting line: To the faculty through the Assistant Dean for Student Recruitment and Student Success

**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-Josh Neumiller, Cheyenne Newsome, John White  
Pharmaceutical Sciences-Phil Lazarus, Senthil Natesan
STANDING COMMITTEES 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: Christina Brelia
Reporting line: To the faculty through the Chair for Pharmaceutical Sciences

Pharmaceutical Sciences Graduate Program Recruitment Committee

Charge: Coordinates all activities related to recruitment of Pharmaceutical Sciences Graduate Program students. Areas in which the Recruitment Committee shall assist and advise the Director include: Work with the Academic Coordinator to develop and maintain recruiting materials as required and Coordinate all recruitment efforts with the Pharmaceutical Sciences Graduate Faculty.

Members: Jeannie Padowski, Shuwen Wang
Graduate Students (2) to be named
Staff support: Christina Brelia
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, Assistant Deans
Staff support: Joyce Harbison

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: Dawn Scartozzi
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: Joyce Harbison
Reporting line: To the Dean

Safety

Charge: To monitor all aspects of workplace safety that affect members of the College of Pharmacy.
Chair: TBD
Members: Pharmacotherapy-Shannon Panther, Mike Gibson
Pharmaceutical Sciences-Ayesha Ahmed
Yakima-Kajal Nandy
Ex officio: Andrea Lazarus
Staff support: Kami Ryplewski
Reporting line: To the Dean

ADDITIONAL SERVICE ROLES

Faculty Senate
Julie Akers Fall 2016-Spring 2019
Kay Meier Fall 2016-Spring 2019
Grant Trobridge Fall 2017-Spring 2020

Faculty Senate Committees
Graduate Studies Committee: Jiyue Zhu
Intellectual Property: Gary Pollack
Research and Arts: J-B Roullet

Provost’s Committees
Tenure and Promotion Advisory Committee: Jiyue Zhu
Health Sciences Curriculum Committee: Jennifer Robinson

Presidential Committees
University Grade Appeals Board: Danial Baker
Conflict of Interview Review Committee: Andrea Lazarus
Fees: 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/Yakima faculty?
- CPNP – Mike Gibson Kappa Psi – Julie Akers
- NCPA – Linda Garrelts MacLean/Damianne Brand-Eubanks
- Phi Delta Chi – John White
- Phi Lambda Sigma – John White
- PPSO – Shannon Panther
- Rho Chi – Joshua Neumiller/Angela Stewart
- SNPhA – Kimberly McKeirnan
- SPA – Julie Akers
- YPSO – Damianne Brand-Eubanks
- YSPA – Angela Stewart
- WSPA – Julie Akers/Angela Stewart