Curriculum:

Since the implementation of a revised module-based Doctor of Pharmacy professional curriculum in 2002, the College of Pharmacy Administrative Council and Curricular Affairs Committee have continuously evaluated its didactic and experiential components and made revisions to content and delivery method to reflect changes in accreditation standards and guidelines and to facilitate its effective delivery to students in Boise and Pocatello. It is important to note that the College has had a presence in Boise for over 30 years, with faculty who have participated in curriculum delivery, both didactic and experiential. It should be further noted that the curriculum in its current module-based form has been delivered to students at both the Pocatello and Boise campuses during their third professional year since 2002. Likewise starting that year, one-third of the yearly complement of P3 students (approximately 20 individuals per year) have been relocated to the Boise area to attend classes, for introductory pharmacy practice experience (IPPE) opportunities, and to prepare them for advanced pharmacy practice experiences (APPE) available in the area. The current expansion to Meridian will involve changes in curriculum delivery to the first two professional years only and as such, does not represent a major shift in curriculum delivery and only minor changes to curriculum content. The type and scope of changes summarized hereafter will elaborate significant curriculum modifications, as well as the rationale and process by which the curriculum has been and will be adapted to meet the needs of a continued expansion of ISU College of Pharmacy’s presence in the Boise/Meridian area:

• As part of ongoing quality assurance for effective curriculum delivery, active learning workshops with a synchronous distance learning (DL) emphasis have been held on a number of occasions in past years during faculty meetings and retreats to provide opportunities for faculty members to learn about effective methodologies for curriculum content delivery in a DL format. Initiating and managing active learning strategies and encouraging class participation in a DL format were particularly emphasized.

• Regular training workshops were conducted last fall at the College of Pharmacy by specialists from ISU’s Instructional Technology Resource Center to familiarize faculty with Moodle®️, a software package used university-wide to facilitate effective online learning communities. Moodle®️ is currently utilized in a number of courses and allows for online discussions among students, posting of handouts and other presentations by faculty course directors, and facilitates an efficient and secure process for administering examinations.

• Demonstration of computer literacy is now required on the part of all students prior to admission to the professional program, given that all incoming students must have laptop computers and be able to utilize them for class work and examinations which are now available in a fully online format for courses using Moodle®️. Other changes in prerequisites with less impact on the current expansion include the move of Biochemistry from the professional pharmacy curriculum to a pre-pharmacy requirement and the stipulation of microeconomics as the preferred economics course prior to admission. These changes will facilitate future additions to the curriculum such as a greater emphasis on social, behavioral, and administrative sciences.

• The two semester physiology series currently required in the first professional year will continue to be administered and taught by the ISU Department of Biological Sciences, but will be adapted for delivery via DL for students on the Meridian campus. The lab section will be discontinued, but no content in the didactic course will be affected and discontinuing the lab section will bring the course into line with physiology courses taught at ISU peer schools. A recitation section will replace the lab and can be taught via DL from the instructor in Pocatello with a faculty preceptor in the room in Meridian to further facilitate the active learning components.

• Given the current standards for Introductory Pharmacy Practice Experiences (IPPE), the College now requires that a total of 200 hours be completed by students prior to their second
professional year and will include experiences in both community and institutional settings (a minimum of 80 hours in each). Online discussions of these experiences serve as "reflective" activities that are facilitated by faculty members on both Pocatello and Boise campuses. IPPE completed in the second and third professional years will be unaffected.

- Case studies has long been an important part of the didactic curriculum and involves small groups of students (6-8 individuals) who review and discuss patient cases, drug lists from patient profiles, and journal club articles. These group discussions are facilitated by one or two faculty members and run semester long. The courses included in the case studies series span the first three professional years, including Introduction to Clinical Problem Solving (P1 Spring), Case Studies I (P2 Fall), Case Studies II (P2 Spring), and Case Studies III (P3 Fall). Because Case Studies III is currently delivered by clinical faculty in the Boise area for Boise-based students, similar methodology will be employed for delivery of the other three courses in the series for Meridian-based students in their first and second years. These courses are being reviewed by members of the Biomedical and Pharmaceutical Sciences Department as well as Pharmacy Practice Department Faculty in Pocatello and Boise to integrate them into a cohesive series with comparable methods of facilitation and outcomes expectations for students on both campuses.

- Assessments and evaluations of student learning, course content, and course delivery are required by all students for all courses. The collection and analysis of these data have been greatly facilitated by availability of course and instructor evaluation forms online. In addition, all course syllabi now stipulate completion of such evaluations for successful completion of courses.

- Competency assessments for P2, P3, and P4 students were developed during the spring of 2007 to evaluate students' long-term retention of curricular core concepts and will be administered annually. An examination of P3 students was undertaken in the spring of 2008, prior to these students beginning APPE.

- NABPLEX pass rates and test scores have been compared between students who spent their last two years in Boise vs. students who have completed the entire curriculum in Pocatello. Both average pass rates and average scaled scores were comparable (100% vs. 97% and 112.6 vs. 111.6 for the most recent year).

**Students:**

In order to provide student services for Idaho State University Doctor of Pharmacy students at our Meridian, Idaho campus, a Director of Student Services - Meridian and clerical positions will be developed at the Meridian site. The responsibilities of the Meridian campus staff will be to ensure the details of delivering the curriculum, student activities, student services, pre-pharmacy and professional student advising, recruitment, and professional development are consistently communicated to the students, faculty and other interested parties. Day-to-day student issues will be handled by the ISU Meridian campus student services personnel with the oversight of the Associate Dean of the College.

P1 Orientation will be provided to the Meridian students as it is to the Pocatello campus students. The College will continue to hold orientation during the Thursday and Friday prior to the beginning of the fall semester. The College will use video link to connect both campuses during orientation so the students can interact with each other and receive identical information for all of the major components of orientation. Orientation includes items such as the goals, mission and educational philosophy of the College, technical and academic requirements of the program, University and College student handbook policies and availability, meeting with faculty advisors and chemical dependency awareness. There will be separate “White Coat Ceremonies“ for Pocatello and Meridian students.
College of Pharmacy faculty based in Meridian will provide individual academic advising and mentoring to students as the Pocatello based faculty have and will continue to do so. Formal individual academic advising occurs each semester prior to registration for the next semester.

The College’s Student Affairs Committee has representation of faculty and students from both campuses and will be linked by video conference for meetings. This committee and its subcommittees will continue to determine admissions, scholarship awards, graduation awards, miscellaneous student issues and progressions issues as they arise.

Hard copies of student files and records will be maintained in main office of the Pocatello campus of the College of Pharmacy. Access to the files is granted to only staff and administrative individuals who work directly with student records. Student files are kept in lockable cabinets and the cabinets are locked at the end of each business day. Electronic student records are accessible to authorized individuals only.

Idaho State University has been working diligently to provide the similar services and amenities to all students regardless of the location of the campus. While this goal has remained elusive, the establishment of Meridian campus should help address the issue. Student health care, gymnasium access, entertainment, mental health services and library services have been or are currently being secured specifically to serve ISU students in the Meridian area.

**Admission Criteria, Policies and Procedures**

The admissions process for the Doctor of Pharmacy program will continue to be coordinated and administered from the Pocatello campus with the option available to students to complete the entire admissions interview process on the Pocatello or Meridian sites. The admission process will continue to consist of an online application and an in-person interview for selected applicants. The interview consists of: interview orientation and administrative interview, interview with College of Pharmacy faculty, group interview with current Doctor of Pharmacy students, group case discussion and writing assessment. The Meridian staff will be responsible for coordinating the interview components at the Meridian site and then ensuring that the resulting data will be sent to Pocatello for final entry into the admission application database.

All application and interview data will be maintained at the Pocatello site. Applicants will have the option of stating at which site they would prefer to complete their degrees, but the College's decisions for admission of individual students will not be based upon the student's campus preference, but their overall preparedness for entry into the Doctor of Pharmacy program, potential for academic and professional success.

**Transfer of Credits and Waiver of Requisites for Admission with Advanced Standing**

The College will continue to accept and consider transfer requests for admission into the Doctor of Pharmacy program with advanced standing. Students who are accepted in this manner will need to attend classes at the site which can physically accommodate them.

**Progression of Students**

Policies and criteria for academic progression, academic probation, remediation, dismissal, appeals, etc., are published in the College of Pharmacy and ISU Student Handbooks and are readily available in paper copy and electronic format to all students. The policies are available to and the same for all ISU Doctor of Pharmacy students regardless of campus attended.

**Student Complaints Policy**
As on the Pocatello College of Pharmacy campus, the Meridian campus will have an avenue for students to anonymously submit written complaints related to Accreditation Standards. Copies of the standards are made available to students at both campuses. Additionally, students at both campuses will be informed during P1 Orientation and semester Town Hall meetings of the availability of the ACPE Accreditation Standards and Guidelines and the students right to place a written complaint when they believe there is a concern of adherence to the guidelines by the College.

Program Information

Complete program information is available to all interested students in the ISU Undergraduate Catalog and the ISU College of Pharmacy Student Handbook and website. Again, the catalog and handbooks are available in paper copy or electronic format at both campus sites.

Student Representation and Perspectives

The College of Pharmacy Student Senate, the Professional Pharmacy Student Alliance (PPSA) and other pharmacy student organizations are expected to ensure there are representatives for Pocatello and Meridian present for all meetings of the organizations. The two campuses are connected by video link for the meetings. It is expected that identical projects, speakers, services professional develop opportunities and community projects be available for students on both campuses.

The standing committees of the College have student representation. When more than one student member is required on standing committees, there will be one student from each campus assigned to the committee in order to be inclusive and better represent the interests of both campuses.

Faculty currently mentor students and supervise the students participation in a variety of professional development and community projects on both campuses and this will be strengthened by having a dedicated facility for the College in Meridian. Poison prevention, diabetes awareness, and heartburn awareness are examples.

Throughout the four years of the Doctor of Pharmacy curriculum, students complete self-assessment and curriculum assessment tools. This is currently conducted at both campuses and will continue with the expansion. Information collected from these assessment tools is utilized to evaluate and address perceived curriculum and/or services weaknesses.

Professional Behavior and Harmonious Relationships

The College organizes many events at which students, faculty, staff and preceptors participate and socialize at both campuses. These are already occurring at both teaching sites. From formal events such as the White Coat Ceremonies, Graduation Banquets, and health fairs to informal events such as beginning- and end-of-the-year picnics, there are numerous occasions throughout the academic year for such interaction.

Student, faculty and staff participate in local, state and national pharmacy organization events. Students and faculty from the college, regardless of campus location, are encouraged to attend and actively participate in state and national conferences as well as in national competitions. Beyond participation in such conferences, students from both the Pocatello and current Boise campuses organize and conduct community healthcare educational projects under the supervision of College of Pharmacy faculty. These projects include Diabetes Awareness, Operation Heartburn, Immunization Clinics, and Methamphetamine Awareness to name a few.

All ISU College of Pharmacy students, faculty and staff are made aware of the guidelines for expected professional behavior. Such guidelines are found in the ISU College of Pharmacy Student Handbook.
which also contains the College of Pharmacy Student Code of Conduct and the ISU Faculty and Staff Handbook – available in paper copy or electronic format. Professional conduct is expected of all students, faculty and staff of the College of Pharmacy regardless of location.

**Faculty and Staff:**

*Introduction*

The Idaho State University College of Pharmacy faculty and staff, in planning for the expanded program in Meridian, remains committed to the delivery of a high-quality pharmacy education. The past two decades of ISU Pharmacy faculty presence in the Treasure Valley has provided a firm foundation for this expansion. Active participation this past year by Boise and Pocatello faculty on the Meridian Expansion Task Force has demonstrated this commitment. A site visit by the Dean’s Advisory Council to the proposed Meridian campus has also been successful in cultivating support of pharmacy leaders in this endeavor. Some of these Advisory Council members are administrators of Treasure Valley health system affiliated sites. Members of the Boise Pharmacy faculty provide clinical services, teach and conduct scholarly activity at many of these hospitals as their practice site. The support of this contingency exists and an environmental scan of these factors is ongoing with the expansion plans.

By way of background, a historical perspective of ISU faculty and staff development over the last twenty years in the Treasure Valley may be appropriate. Meridian, Boise, and Nampa comprise the Treasure Valley metropolitan area. For the past twenty years, ISU Boise distance education classrooms have been located at various facilities throughout Boise. Practice faculty have been involved in teaching team taught therapeutics courses at these facilities. It was in 1987 that a critical mass of pharmacy practice faculty were recruited and located in Boise to support conversion to an all Pharm.D. curriculum. Basic Sciences faculty based at the Boise VA at that time were concurrently relocated to Pocatello campus. Pharmacy faculty have not to date been housed in any of the ISU Boise distance learning sites but rather, pharmacy faculty in Boise have been permanently based at their practice sites throughout the Treasure Valley. One of the sites with the largest contingency of faculty has been the Boise VA, which has served as a central office site with a dedicated administrative assistant and Vice Chair for pharmacy practice administrative leadership.

With the new ISU Meridian building, each Boise faculty will have dedicated office space in one location at the ISU Meridian Center. For the first time these faculty will be inculcated into an academic environment with faculty from other health profession disciplines. They will maintain their office at their practice site with a balance to be determined by individual faculty as to their office hours at each location. Nomenclature will appropriately be changed with reference to Meridian pharmacy faculty instead of Boise pharmacy faculty. In the interim phase of expansion, assignment of office space and hiring of part-time staff at the ISU Boise Center has occurred.

It is important to not lose site of the fact that Meridian expansion affects Pocatello faculty and staff as well. Due diligence is being given to these factors especially as it relates to organizational structure and workload. Centralization of activities as appropriate is key to maintaining efficiency and standardization. This has been the philosophy to date in curricular issues and will be consistently monitored.

*Faculty and Staff – Quantitative Factors*

In preparation for the expansion, the College of Pharmacy has requested from the Idaho State Board of Education permanent (recurring) funds to support five additional full-time faculty positions to be based at the Meridian campus. One position will be in pharmaceutics (Department of Biomedical and Pharmaceutical Sciences), and the other four positions will be in pharmacy practice (Department of Pharmacy Practice and Administrative Sciences).
Boise-based faculty and Pocatello-based faculty are currently roughly equal in the distribution of Assistant, Associate, and Professor ranks providing ample numbers for mentoring relationships. The new Meridian-based faculty, along with new hires for Pocatello will be at both the Assistant and Associate Professor levels. Co-funded faculty positions have been in existence for over twenty years in the Treasure Valley and will continue to be pursued. We anticipate additional affiliate faculty will be appointed with the Meridian expansion. The need for introductory pharmacy practice experience sites and preceptors was part of the impetus for Meridian expansion. Since the Treasure Valley is the largest metropolitan region in the state it offers a number of institutional, community and long term care practice sites. Volunteer faculty are appointed as affiliate faculty and acknowledged for their contributions according to University guidelines. Faculty recruitment has allowed for content specialists to teach the curriculum. A new goal to enhance research may reprioritize faculty recruitment efforts. Experience with pharmacy residency recruitment suggests that minority faculty and staff recruitment may be enhanced due to the metropolitan nature of southwest Idaho. The College and University are committed to increasing diversity. Expansion of the number of PGY-1 residency positions in the Treasure Valley has expanded the pool of potential faculty.

The planned increase in the number of faculty members at the Meridian site and our utilization of distance learning technology will be sufficient to provide for effective delivery of the curriculum including active learning activities (e.g., small group), laboratories, and experiential education.

Sufficient administrative support (e.g., Director of Student Services, Assistant Chair of Pharmacy Practice) will enable mentoring of junior faculty and advising of students at the Meridian site substantively equal to faculty/students at the Pocatello site. New faculty have historically been given protected time to develop their practice and this policy will remain consistent.

At present we plan to have additional support staff members present at the Meridian site including an administrative assistant and distance learning/IT support technician (plus additional student technical support). We currently have the support and collaboration of ISU Boise Center Heath Professions staff and faculty in the areas of: Clinical Lab Science; Institute of Rural Health; Institute of Emergency Management; Distance Learning Production; Instructional Technology; Management and Administrative Assistance; Development and Public Relations.

Faculty and Staff – Qualitative Factors

The criteria for the selection of faculty and staff, and expectations of performance for Boise faculty have remained identical between the Boise and Pocatello sites and will continue to remain so for the Meridian expansion. New faculty in the sciences, located at the Meridian site, will hold equivalent academic qualifications as those based in Pocatello. Pharmacy practice faculty are already located at the current Boise campus, and the new practice faculty to be hired as the Meridian expansion opens, have or will have equivalent academic and professional qualifications as Pocatello-based faculty. Practice faculty are currently engaging in patient medication therapy management. Implementation of a community pharmacy model practice site has occurred. College department-level promotion and tenure review was implemented for the first time in Fall 2007 and review was consistent regardless of campus location.

The processes for the Meridian-based faculty will be identical to University/College protocols for the validation of current faculty located in Pocatello and Boise. Policies and procedures for the Meridian-based faculty related to recruitment, promotion, tenure, and retention will be identical to policies and procedures already in place for the Boise- and Pocatello-based faculty.

The College regularly provides instruction, workshops, tutorials, and other training to faculty to maintain and enhance effective and innovative teaching practices. These efforts will continue with the Meridian expansion. The Pharmacy Practice Department held a Mini Retreat Winter 2007 on APPE’s and Standard 14 and Appendix C using the distance learning classrooms. Implementation of online course/instructor evaluation has facilitated faculty development as well. Faculty development and other issues (e.g.,
participation in college/university committees via teleconferences) have been ongoing with the Boise-based faculty, and will continue as the new site in Meridian is opened. Boise faculty participation in University on-campus committees and governance has been demonstrated with Faculty Senate and other committees. In fact, the facility in Meridian will offer improved technological capacity to foster participation in these activities with video conference meetings becoming the standard. Boise/Pocatello Pharmacy Practice Department meetings have been conducted using distance-learning technology for the last year. Boise Faculty leadership in ISU Boise Center Strategic Planning Committee and Research Subcommittee has been demonstrated the last year. Boise faculty members are respected within ISU-Boise for their needed contributions and leadership as Graduate Faculty.

Meridian-based faculty will be given opportunities to generate scholarship. Research productivity is not where the College would like it to be. Maximizing collaborations in the Treasure Valley will be a priority. A recent Boise faculty appointment with joint DUR and academic responsibilities is helping to bridge the cooperative endeavors between Boise and Pocatello. Pharmacy faculty participation in ISU Health Professions Research Day at Boise paved the way for more intra-professional collaboration. Faculty members based at the Boise site participate widely in professional organizations. We expect continued and enhanced participation in professional and scientific organizations for the Meridian-based faculty. Much of the professional organization work is pharmacy advocacy at the legislative level, which will be facilitated by direct access during legislation sessions in Boise.

The College has a long history in providing synchronous distance education, and our faculty members are experienced in distance learning settings. Moreover, the College is continually providing training on best practices in distance learning. The College policy requiring laptops has facilitated faculty incorporation of Moodle® into coursework and enhances efficiency between campuses. WiFi access for Boise faculty and staff at the Boise VA has enhanced communication.

**Faculty and Staff Continuing Professional Development and Performance Review**

Faculty and staff are reviewed yearly with regard to their performance in accord with State, University, and College policies. These policies are in effect for faculty and staff at all College sites, and will be in force for the new Meridian site. Evaluation is linked directly to merit increases, salary decisions, and promotion and tenure decisions. Professional development programs are offered to all faculty and staff at all College sites. New faculty orientation occurs yearly in Pocatello. Centralization of activities helps maintain adequate support staff.

Support for programs or activities for faculty and preceptors have been ongoing in the Boise area, as well as at all sites of the College. The support activities will continue and expand at the Meridian site. Preceptor Development Breakfasts were implemented in 2008 in tandem with Continuing Professional Education. A web-based Advanced Pharmacy Practice Experience preceptor scheduling program was implemented in spring, 2008.

Faculty and staff evaluation processes, which include self-evaluation, have been refined. Defined position descriptions with workload distribution of effort has been developed for Pharmacy Practice faculty and incorporated into yearly evaluation.

College staff members at the Boise site have been evaluated in the same manner as staff members at other College or University sites, by the Vice Chair through the Department Chair and Dean in accord with State, University, and College policies and procedures.

Faculty members at all College sites participate in student advising and designated faculty at each campus advise student organizations. Boise faculty participation in Pharmacy Admissions interview process has been ongoing and will continue to expand with the Meridian program.
Meridian-based faculty and staff will have identical opportunities for review of the College administrators. Boise faculty have had good access to University administration. College of Pharmacy faculty members in University administrative positions include the Associate Vice President for Academic Affairs, Advisor to the President, and University Vice President for Research.

**Facilities and Resources:**

The College will occupy approximately 25,000 square feet of a new facility being developed in Meridian, Idaho. It will be located on the second floor of a building shared between the University and the Meridian School district. Idaho State University will eventually develop approximately 180,000 square feet of space to house all of the health sciences programs delivered in the Treasure Valley area. These include educational programs in nursing, physician assistants, communication disorders, counseling, clinical laboratory sciences, and paramedic training. Additionally, both dental residency and pharmacy residency programs are available. Many of these programs will operate clinics in the new building.

The original function of the building was to house the administrative offices and manufacturing facilities for a microchip manufacture. The Meridian School District occupies the old administrative offices and is renovating one half of the manufacturing area for its educational programs. These include a magnet high school, a culinary arts program that will provide food services, and library space to be shared with ISU. The floor plan for the entire site is attached with the space dedicated to pharmacy highlighted.

There will also be ISU administrative space in the building that will include information technology and student health. Recreation facilities will be provided under an agreement with a YMCA located close to the new site.

The College of Pharmacy space consists of:

- Three distance learning classrooms with the capacity to seat 60 individuals.
- Eight group case study rooms.
- Twenty faculty offices.
- An office suite for staff support and the director of student affairs.
- A pharmacy compounding laboratory.
- A research laboratory.
- A student lounge.
- A multipurpose conference room.

This new area will address concerns expressed during the last accreditation that facilities were not equal between the Treasure Valley site and the home site in Pocatello. Specifically, recreational facilities, student health care and access to the building were referred to as concerns. After-hour access will be provided to the Pharmacy students through a separate entrance. This will allow the same access to study space and resources as has been available on the Pocatello campus. The Pharmacy space on the Meridian campus will be named the L.S. Skaggs Pharmacy Complex in honor of Idaho native Sam Skaggs. Mr. Skaggs’ foundation, The ALSAM Foundation, donated $5,000,000 for the renovation of this part of the building to house the College’s program and their generosity is greatly appreciated.

The attached spreadsheets detail the financial resources to be used for the expansion. The faculty and staff resources are also detailed on the Expenditures page. The timeline for the anticipated date of hire for new employees is:
• January, 2009, Director of Student Services – Meridian (Faculty-Level Position)
• April, 2009, Distance Learning/Information Technologist
• July, 2009, Biomedical and Pharmaceutical Sciences Associate Professor (Pharmaceutics)
• July, 2009, Additional Administrative Assistant
• July, 2010, Pharmacy Practice and Administrative Sciences Associate Professor
• July, 2011, Two Pharmacy Practice and Administrative Sciences Assistant Professors (One as Experiential Education Director for Meridian Site)
• July, 2012, Pharmacy Practice and Administrative Sciences Associate Professor

Recruitment under the University and State guidelines will precede hiring these individuals within the appropriate timeframe. The timeline corresponds to the need for faculty as the Meridian campus becomes fully operational. The proposed change in student numbers at both sites is documented in the table below. Resources from tuition and student fees will become available as more students enter the program.

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Introduction:

The Idaho State University College of Pharmacy is planning to add the first two years of the pharmacy curriculum to the third and fourth years already being taught at the Treasure Valley (Boise/Meridian, Idaho) site and to incrementally increase class size to 80 students per class from the current 60. This endeavor is being undertaken for numerous reasons including:

- Addressing the need for pharmacists in the State of Idaho.
- Increased opportunities for both introductory pharmacy practice experiences and advanced pharmacy practice experiences.
- Better utilization of resources including personnel, practice sites and facilities.
- Addressing issues of comparable facilities and student services.
- Addressing issues identified in a College of Pharmacy SWOT analysis conducted in 2007.
- Increased student recruitment in southwestern Idaho.
- Leveraging pharmacy education in support of other health professions educational ventures in the Treasure Valley.

Preamble:

The ISU College of Pharmacy has had a long history in the Treasure Valley. In 1971, the first pharmacy practice faculty member began teaching clinical pharmacy to ISU pharmacy students at the Idaho State School and Hospital in Nampa, Idaho. For the past thirty years, the Boise Veterans Affairs Medical Center has been a major teaching site for advanced pharmacy practice experience teaching. The Treasure Valley has undergone rapid economic and population growth over the last 20 years and is the State’s largest metropolitan area. As would be expected, health care services have also substantially grown and the Valley is home to the State’s largest concentration of health care facilities. The relationship with the College of Pharmacy has also expanded with the population growth to the extent that the College presently has eleven faculty members located in this geographic area. The Valley contains two large community teaching hospitals, a Veterans Affairs Medical Center, a rehabilitation hospital, numerous smaller hospitals, a family medicine residency program, community health centers, many clinics, nursing homes, community pharmacies and other pharmacy practice facilities. To better take advantage of these resources, the College has successfully been teaching third-year pharmacy students at the Treasure Valley site since 2004, utilizing distance education technology.

The ACPE site team visited the current ISU Boise site and the College’s teaching structure was reviewed during the 2005 ACPE accreditation site visit with the recommendation that the site “will need continued attention to address the educational and other needs of students and faculty. Short term needs for students include resolution of health care, counseling and exercise resources, student study areas and better access to library and computer resources. The current space allocation is minimally effective and
plans should be developed for a better physical facility, which is in closer proximity to the practice sites of the Boise faculty. The need for and character of additional faculty or staff support for the Boise campus, especially to provide on-site continuity and foster communications and problem resolution should be evaluated.” The current new physical facility and expansion addresses all of those concerns.

Expansion of the size and development of a College of Pharmacy site in the Treasure Valley is one of the goals in the College’s Strategic Plan that was revised in 2003. Expansion of the current ISU health professions programs located in the Treasure Valley has lead to overcrowding in the current 50,000 square foot facility. There is not room to expand any of these high-demand, health education programs that are under ISU's statewide assigned mission by the Idaho State Board of Education. Additionally, since the current site was rented, it had become a financial burden for the University. It became clear to Dr. Arthur C. Vailas when he became the President of ISU that an ISU-owned home for the Treasure Valley health professions program was needed. A search for a potential home for the programs was undertaken, several sites were identified and an area within a large structure purchased by the Meridian, Idaho, School District was selected. Pharmacy education was always considered to be an integral part of the ISU programs in the Treasure Valley, but financial considerations curtailed any further development of the strategic plan. Then in February, 2008, President Vailas and Pharmacy Dean Joseph F. Steiner were invited to provide a presentation to the members of The ALSAM Foundation detailing how their funding could support pharmacy education in Idaho. A funding request was made for this facility and $5,000,000 was granted. This allowed the plan to progress and funds were subsequently obtained from the Idaho State Legislature and a bond was issued for the total amount to renovate the facility for ISU's needs. Work has begun on the approximately 200,000 square foot facility and the occupancy date is expected to be during July, 2009.

When funding for the expansion was secured, the College began a plan of study to assure a smooth transition to provide services at the Meridian site and comply with Standards 2007. During Academic Year 2006-07, each College standing committee was asked to review the Standards for compliance and during Academic Year 2007-08, to determine any concerns under their areas of responsibility relating to teaching at dual sites as well as review the Evaluation Form for Standards 2007 for compliancy. In addition, the members of the College’s Administrative Council and select faculty and staff members have conducted three retreats to discuss and plan for the expansion. One result of these retreats was the establishment of a task force to discuss global issues related to the expansion. Members of the task force have decided to interview appropriate individuals at several colleges of pharmacy that have developed dual or multiple campuses to identify any unforeseen problems or concerns. At least two more administrative retreats focusing on the expansion are planned and the task force activity will continue until the site is fully developed.

The College plans to admit the initial class of 20 students at the Meridian site during the fall semester of 2009. Interviews for these positions will be conducted during the spring of 2009. A Director of Student Affairs will be hired for Meridian in January, 2009. The total class size will incrementally increase over the next five years from 60 to 80 students per class. The student numbers at the Meridian site will increase while those at the Pocatello site will decrease until there are 40 students per class at each site.

For organizational purposes, the following material is presented following the outline for Standards 2007. It is intended to address those areas impacted by the addition of the first 2 years of the curriculum to the Meridian site and the increase in class size. It is not intended to be a complete review of the College’s functions.

**Mission, Planning and Evaluation:**

Idaho State University has the Idaho State Board of Education assigned mission to provide health-related education for the state. ISU recently revised its strategic plan and is awaiting acceptance by the Idaho State Board of Education. There are six goals under this strategic plan which are:
• **GOAL ONE:** Achieve academic excellence in undergraduate, graduate, professional, and technical education.

• **GOAL TWO:** Increase the University’s research profile to strengthen our institutional curricula and ability to meet societal needs through the creation of new knowledge.

• **GOAL THREE:** Advance medical and health care education throughout the state and region through increasing the quality of healthcare, the number of practicing health care professionals, and promotion of translational research.

• **GOAL FOUR:** Prepare students to function in a global society.

• **GOAL FIVE:** Focus institutional instructional and research expertise on community and societal needs throughout the state, region, nation, and world.

• **GOAL SIX:** Promote the efficient and effective use of resources.

Each of these goals has a number of sub goals and the complete draft University Strategic plan is available. Adding the first two years to the curriculum taught by the College at the Meridian site and increasing the enrollment meets all of these goals, but in particular, Goals One, Three and Six are strongly related.

The College of Pharmacy is currently revising its strategic plan to conform to the University’s new strategic plan; however, most of the content of the current strategic plan is already strongly related. The College’s Strategic Plan that was completely revised in 2004, with yearly review thereafter and available during the last ACPE accreditation review, states as Goal 1: “Provide a dynamic and innovative curriculum in the didactic and experiential components in order to educate and train Doctor of Pharmacy graduates who possess advanced drug knowledge, required skills, and professional attitudes that enable them as generalist practitioners to ensure and promote pharmaceutical care in all practice settings. This will be accomplished in an environment that recognizes the importance of diversity that is consistent with University policies.” The following objective and strategies are listed under Goal 1:

**Objective 1.2**
Help meet the pharmacist shortage.

**Strategy 1.1.1.**
Expand the professional program to admit 70 students per year.

**Strategy 1.1.2**
Seek additional funding.

**Strategy 1.1.3**
Increase practice sites including adding new pharmacy practice faculty.

**Strategy 1.1.4**
Provide sufficient classroom facilities.

**Strategy 1.1.5**
Ensure adequate distance-learning facilities are available.

**Strategy 1.1.6**
Insure informational resources are available for Boise faculty, students and staff including expanded electronic library information.

These issues, the shortage of pharmacists in Idaho and the need to develop a stronger presence in the Treasure Valley were also addressed in a College SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis in 2006. The SWOT analysis was conducted as part of the University-wide strategic planning process.

The proposed expansion addresses this goal and the strategies are being employed. The Idaho Department of Labor estimates 84 (2008 data) new pharmacists will be needed per year throughout the year 2016 and that number is expected to increase. Many in the profession feel that this is an extremely conservative estimate and that the number could be as high as 120 new pharmacists per year. The
Department of Labor estimates that pharmacy is are the second fastest growth area for jobs in Idaho, just behind nursing. The planned expansion also relates to many of the other goals of the College.

**Organization and Administration:**

Idaho State University is accredited by Northwest Commission on Colleges and Universities (NWCCU). The University’s last accreditation visit was October 13-15, 2004, with full accreditation received in January, 2005, for a ten-year timeframe. While the accreditation body had recommendations and commendations, they did not involve and will not impact the Meridian campus or the College of Pharmacy.

The College’s curriculum for the Doctor of Pharmacy is evolving on a path that was started in 2005, when a cadre of third year students was located in Boise. These students completed the final two years of their education at that site. The College now has the resources available to add the first two years of the curriculum to that site and to increase class size to help meet Idaho’s pharmacist shortage. This was communicated to ACPE and it was determined to be a substantive change. The ISU Associate Vice President for Academic Affairs was asked to contact NWCCU concerning the need to report our expansion, which was subsequently considered not a substantive change from the perspective of NWCCU.

Idaho State University has campuses located in Twin Falls, Coeur d’Alene, Idaho Falls and Boise with College of Pharmacy faculty members located or teaching at each of those sites with the exception of Twin Falls. Additionally, the College has a teaching site in Reno, Nevada. All faculty members at the College have the same opportunity to participate in main campus, site campus and College governance. Currently, Boise-based faculty members serve on University councils and committees on the main and Boise campuses and at the College. The Faculty Senate has installed distance conferencing systems for faculty on other campuses to participate. At the College, distance learning facilities are used for faculty and committee meetings. Additional distance conferencing technologies will be installed in the Meridian facility to enhance communications.

The College maintains independent student recruitment and retention procedures. All faculty members, regardless of site, participate in student recruitment, faculty and staff search committees, and development activities. Boise-based faculty also interview prospective students and will continue this activity with the expansion by interviewing the students who declare a preference for the Meridian site.

The Director of Assessment for the College oversees all programmatic evaluation in the College. College assessment activities are reported to the University, but these activities are largely independent. All assessment components will be the same for students at each campus. The majority of assessment activities utilize the web to gather data.

The College Curricular Affairs Committee members oversee the development and delivery of the curriculum, which will be the same at both campuses. It is anticipated that the electives provided by Pharmacy faculty will also be available on both campuses via distance learning technology. Currently, students in Boise participate in the same assessments and evaluations as students at the Pocatello site, which will continue.

There are many preceptors and health care facilities personnel who help provide high quality pharmacy education for the College in many locations in Idaho and in other states. These relationships provide a breadth of opportunities and knowledge for our professional students. The Boise/Meridian area provides a wealth of untapped opportunities for introductory and advanced pharmacy practice experiences.

The College is in the process of hiring an experiential education program director with interviews for the position being conducted in August and September, 2008. As of fall, 2008, there will be signed
agreements for all new sites where students are placed for APPE experiences. Previously, many sites did not require or desire signed agreements. These agreements describe the nature of the relationship, outline responsibilities, describe finances and addresses legal liability. A copy of a draft agreement is available upon request. Copies of current agreements are maintained on file. These agreements will serve students at all sites.

Administrative Council meets weekly with the Dean to direct the affairs and administration of the College. The composition and responsibilities of the Administrative Council are currently being reviewed by the Dean. There will be at least one representative from each campus on the Council and the revised Administrative Council will include the Director for Student Services – Meridian and the Assistant Chair for Pharmacy Practice and Administrative Sciences – Meridian.

It is anticipated two additional full-time staff members will be needed in Meridian to support the administration and student services. One individual will provide clerical support and the other, technical and video support. Additionally, work study students will assist with distance learning issues. There are currently 1.5 FTE Pharmacy support staff in Boise.

The primary computer servers with administrative data will continue to be maintained in Pocatello. The Pocatello facility maintains daily backups with weekly backups being taken off-site for security. Architectural plans for the Meridian facility include a server room. Meridian and Pocatello servers with faculty and student data have passed security review and are backed up daily. The administrative servers and faculty/student/staff servers have mirrored drives to provide additional protection against failure.

The College of Pharmacy offers both a traditional and nontraditional program leading to the Doctor of Pharmacy degree. There is a Director of the Nontraditional program. The Student Affairs Committee reviews applications and renders admissions decisions for both the traditional and nontraditional programs. All progression issues are addressed by the Progressions Committee, which is a sub-committee of the Student Affairs Committee.

The proposed organization of areas of administrative responsibility for the College of Pharmacy is detailed on the next page. Please note one FTE may be responsible for two of these areas. Classified staff positions are not included on this chart.