



**Continuing Education Committee**  
**Meeting Minutes 4/23/2019**

**Members Present:**

- Paige Clark, Director
- Tabetha Gould, Liaison
- Jin Ballew, Liaison
- Alex Powell, Liaison
- Sharon Rask, Consultant
- Ken Wells, Consultant

**Members Absent:**

**Guests:**

- Becky Snead, OSPA/NASPA

[Committee Member Name] called the meeting to order at 0:00pm

Agenda Item	Discussion	Decision/Follow-up
Review of 2018 programs	In 2018, the OSU College of Pharmacy Office of Continuing Education provided 3,915 participants with at least 1 credit hour of continuing education. So far, in 2019, we have provided 1,999 participants with at least 1 credit hour of continuing education. We anticipate remaining at a Level 3 Category for 2020 ACPE Accreditation Fees (the 2019 Level 3 fee was \$5,930)	2020 ACPE Accreditation fee was the anticipated Tier 3 and the cost was \$6,050.00
Joint-Provider Feedback	<p>Becky Snead with OSPA/NASPA joined the call to provide feedback on the relationship between the College of Pharmacy and OSPA. She said, “The OSU team is very helpful and good at connecting and answering questions. It has been a positive relationship.” Becky’s only concern was regarding the process of requiring participants to complete a physical statement of attendance that needed to be scanned. She mentioned it is not problematic, just an additional step that seemed unnecessary. We explain our reasons for continuing to have physical signatures is due to previously being audited by ACPE and how helpful and “above and beyond” it was. Additionally, moving to an electronic program would be costly.</p> <p>Becky was the only joint-provider to attend the call. Other providers sent feedback through a Qualtrics survey and via email. That feedback included:</p> <ul style="list-style-type: none"> <li>• “We are very satisfied with the ACPE program coordination! Thank you for your flexibility and continued partnership.” – Heidi Chinwuba, PHP</li> </ul>	

	<ul style="list-style-type: none"> <li>“It has been a great process working with the OSU team. Jill &amp; I very much appreciate the friendliness and communication from OSU to our institution.” – Amar Patel, VAPORHCS</li> </ul> <p>Other Joint-Providers include OHSU and OSHP—neither provided specific feedback.</p>	
Review of Mission and Goals	<p>Upon reviewing the mission and goals, the CPE Committee decided no updates or edits were needed at this time. See attached documents for a copy of our current Mission and Goals.</p> <p>One of the key elements of our mission, is the continued need for CPE program needs to meet legislative changes in Oregon and nationwide.</p>	
2017 ACPE Self Study Report and 2018 Interim Report	In 2017 the Office of Continuing Education completed a self-study report. In 2018 the Office of Continuing Education completed an interim report. In January 2019, as a result of these reports, ACPE extended OSU College of Pharmacy’s accreditation term to January 31, 2024, a standard 6-year term.	
Additional Items	The office is moving toward supporting itself with online CPE programming. We have partnered with the College of Business for additional support. Further training (Canvas) and IT support is crucial for continued success. Gary Miller has given a significant amount of support to our office.	

The meeting was adjourned at 0:00pm