

University of Houston  
College of Pharmacy  
Dean's Advisory Council  
Mission & By-laws

*Mission:* The University of Houston College of Pharmacy Dean's Advisory Council shall advise the dean regarding pharmacy education and alumni relations and support the college's marketing and fundraising programs.

- I. Education: Members shall advise the dean regarding the education of pharmacy students, practicing pharmacists, pharmacy technicians, and other pharmacy related groups.
  - A. Members shall provide input regarding pharmaceutical education for the Pharm.D. and M.S. degrees.
  - B. Members shall provide input regarding ACPE approved continuing education for pharmacists and pharmacy technicians as well as ACPE accreditation standards for the professional program.
  - C. Members shall provide input regarding non-degree courses at UH that may qualify for future degree credit.
  - D. Members shall provide input regarding the experiential component of the curriculum.
  - E. Members shall support the research program of the College.
  
- II. Alumni Relations: Members shall endeavor to increase communication to the college's constituency and external audiences through media placements, advocacy, and alumni events.
  - A. Members shall be advocates of and represent the college at professional association meetings at the international, national, state, and local level.
  - B. Members shall serve as advocates of the college in issues regarding the healthcare profession.
  - C. Members shall serve as legislative advocates for the college when appropriate.
  - D. Members shall seek to increase the number of media placements in local, national, and state print and news media.
  - E. Members shall give feedback to the college regarding its publications.
  - F. Members shall assist the planning of college events by serving on event committees.
  - G. Members shall assist in developing relationships with external audiences to expand the college's constituency.
  - H. Members shall serve as advocates of the Pharmacy Alumni Association.
  - I. Members shall serve as advocates in assisting Pharmacy with recruitment, identifying sites and accompanying those recruiting.
  - J. Members shall serve as advocates in maintaining dialogue with students following graduation.
  - K. Members shall serve as advocates in collaborations for residencies.

- III. Fundraising: Members shall assist the dean and development officer in prospect identification, cultivation, solicitation, and stewardship by giving personally and cultivating and soliciting others to give. Council members can write personal notes on mail appeals, provide lists of names, seek donations for special events, seek in-kind gifts from businesses, open the door to prospects for major gifts, or accompany the dean and/or the development officer or another volunteer on a solicitation calls.
- A. Members shall give at a level that is significant for the council member in order to set an example for the college's constituency.
  - B. Members shall identify prospects through business relationships, friendships and acquaintances.
  - C. Members shall cultivate donor prospects at official UH functions, informally at professional association meetings and during business travel, and by making calls with UH administration and faculty.
  - D. Members shall solicit donor prospects through personal correspondence and personal calls (with or without an official UH representative) when appropriate.
  - E. Members shall participate in official and informal stewardship activities including events, correspondence, and personal phone calls.

*Membership: Alumni and Friends*

Seeking the guidance from individuals and friends in the pharmacy profession e.g. the council is comprised of representatives from ambulatory and acute care pharmacy, pharmacy wholesalers, chain drug stores, bio-tech industry, law, alternative medicine and the pharmaceutical industry. This council provides the dean with advice to continue to propel the college forward.

*Meetings & Policies:*

The council meets twice a year: once in the fall (usually around homecoming or a major UH reunions event in October or November) and once in the spring. Each member serves a term of three years, is appointed in the fall and they may serve up to two consecutive terms. Terms are staggered so that a portion of the council rotates off each year.

*Participation Requirements:*

- Attend at least one DAC meeting per calendar year. The second consecutive absence is considered a resignation from the council.
- Be an active participant in meeting.
- Attend at least one college social event per year (e.g. receptions, Frontier Fiesta, football or homecoming event, etc)
- Make a personal, annual financial commitment to the college of at least \$1,000.00/annually.
- Assist the dean in donor identification, cultivation, solicitation, and stewardship.
- Assist the dean in identifying new DAC members.