2013-2014 Strategic Planning Goals & Committee Charges

**Education and Planning Committee Charges:**

1. Develop 'Perfectly Professional' seminar series in coordination with JBM, Marla Koch, targeted for a pharmacy student audience. All campuses should be included in the plan for dissemination. Coordinate with membership committee to use as a tool for student recruitment/engagement.
   **Target Completion** August 2013

2. Develop programming for Fall meeting.
   **Target Completion** Specific timeline established by executive committee & staff; August 2013

3. In coordination with resident committee members and student/resident relations directors, develop and implement plan to involve resident in Fall/Annual meetings.
   **Target Completion** July 2013

4. Develop programming for Annual meeting.
   **Target Completion** Specific timeline established by executive committee & staff; January 2014

5. In coordination with regional directors, develop and offer at least 4 hours of live webinars during the year. Material should be distributed throughout the year and should include technician-specific programming.
   **Target Completion** May 2013 - March 2014

6. Develop and implement plan to formalize speaker's bureau for the society. Should include all levels of membership.
   **Target Completion** October 2013

**Discussion from Strategic Planning Meeting:**

- Add a Vice Chair
- Delegate a portion of committee to work on webinars
- Include webinars for new tech student requirements
- Look into written C.E./home study
- Tech specific C.E., 1.0 hour per quarter-Work with Tech Board member
- Utilize already accredited Resident presentations
- Look into grants for C.E. programs

**Professional Affairs Committee Charges:**

1. Assess the need and develop a proposal for an electronic forum for directors of pharmacy/pharmacy managers to discuss current issues in pharmacy (e.g. 340B).
   **Target Completion** August 2013

2. Liaison with PPMI task force for expanding PPMI footprint in South Carolina. Goal should be for 60% institutional participation by December 2013.
   **Target Completion** December 2013

3. Assess pharmacy technician training requirements among institutions across the state. Support legislative committee efforts to support updates for technician training requirements.
   **Target Completion** May-October 2013

4. Coordinate with executive committee to liaison with ASHP.
   **Target Completion** Continuous
Discussion from Strategic Planning Meeting:
- Removed charge about Speaker’s Bureau, moved to Education Committee
- Should be involved in marketing the Society
- Consider targeting specialized pharmacists, oncology, etc., also non-pharmacists

Membership Committee Charges:
1. Reconcile membership lists for accuracy and currency of information.
   **Target Completion** July 2013

2. Develop baseline metrics for assessing member involvement to include the following: a) % of members involved in voting, committees, meeting attendance; b) Retention metrics such as 1-year, 3-year and 5-year retention rates; c) Demographic breakdown of member categories (e.g. region, job title, etc.); d) Assess JBM role in retention/recruitment efforts
   **Target Completion** January - March 2014

3. Plan specific recruitment events at the colleges of pharmacy and liaison with education/planning committee to promote 'Perfectly Professional' programming.
   **Target Completion** Continuous - planned by August 2013

4. Evaluate membership categories and make recommendations to executive committee for updates to include rates, type of membership and verbiage provided to prospective members.
   **Target Completion** August 2013

5. Assess current layout and web content. Provide recommendations for new/updated content on redesigned website.
   **Target Completion** January 2014

Discussion from Strategic Planning Meeting:
- Could renewal period have an impact on retention? Can we change the cycle from Jan-Dec? Suggested April-March cycle.
- Campaign targeting Directors—Work with Fred Bender, Directors/Managers Liaison
- Get list of all pharmacists and techs in the state, find out how many are hospital/health system.
- Moving forward provide a dashboard for each Regional Directors, containing trends of membership throughout the year.
- Continue to work on Membership Packets
- Target non-members with webinars
- Recruiting through tech schools in the state—Work with Clayton Sprouse, Tech Board Member

Legislative Committee Charges:
1. Maintain a presence at board of pharmacy meetings.
   **Target Completion** Continuous

2. Distribute legislative updates to board from Riley Pope & Laney.
   **Target Completion** May 2013-throughout

3. Develop and implement plan to disseminate legislative news to members.
   **Target Completion** May 2013
4. Develop proposal for BOP to update pharmacy practice act. Liaison with Professional Affairs committee to work with SCPhA.  
   **Target Completion October 2013**

5. Determine and act on key interests to advance pharmacy practice in South Carolina. Discuss with membership and board members to assess targeted changes.  
   **Target Completion Continuous**

**Discussion from Strategic Planning Meeting:**
- More education for members on Practice Act
- Process for a formal response from SCSHP Board on legislative and regulatory issues.
- Look into partnering with SCPhA for Legislative Day to get students and residents involved.
- Brandon to start attending SCPhA Board meetings and the same offer to be extended to their President.

**AWARDS/NOMINATIONS COMMITTEE CHARGES:**

1. Reconcile accuracy and currency of award winners listed on website.  
   **Target Completion August 2013**

2. Develop and implement plan to increase award nominations by 50%.  
   **Target Completion Continuous**

3. Coordinate with committee chairs to obtain a minimum of 1 nomination from each committee.  
   **Target Completion January 2014**

4. Collect award nominations and provide eligible candidates for vote by executive committee.  
   **Target Completion February 2014**

5. Assess application requirements for student scholarships and make recommendations for updates to executive committee. Liaison with student/resident relations coordinators.  
   **Target Completion October 2013**

**Discussion from Strategic Planning Meeting:**
- Target colleges, coordinate with them to get more nominations.
- Consider recognizing residents

**PPMI TASK FORCE CHARGES:**

1. Increase institutional participation in PPMI initiative to 60% by December 2013.  
   **Target Completion December 2013**

2. Develop proposal for ASHP grant to support PPMI initiatives.  
   **Target Completion July 2013**

**Discussion from Strategic Planning Meeting:**
- Educate members on what PPMI is.

**ANTIMICROBIAL STEWARDSHIP TASK FORCE CHARGES:**

1. Develop and implement plan for coordinated research endeavor related to antimicrobial stewardship throughout South Carolina.  
   **Target Completion January 2014**

2. Develop plan for the society to coordinate with CASE to partner for annual meeting.  
   **Target Completion August 2013**
3. Assess the need for a bank of stewardship related resources made available to member institutions throughout SC.
   **Target Completion** October 2013

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**Priorities for 2013-2014**

1. PPMI-focus-assessment / grant
2. Legislative-Pharmacy Practice, DHEC, Ratio
3. Communication/Membership/Awards
4. Education
5. Membership Recruitment/retention
6. Technician CE Webinars (CE in general-webinars, written CE)
7. Speaker’s Bureau
8. Website/Social Media
9. Collaboration with other state organizations

**Top 3 Items:**

- ✓ PPMI (branding, resources, education-work with Directors to get survey done or use grant money to do it)
- ✓ Membership (Communications, Website, Social Media)
- ✓ Collaboration with other state organizations