

**AGENDA**  
**MEETING OF COUNCIL**  
**ALBERTA COLLEGE OF PHARMACISTS**  
**June 2, 2005**  
**8 a.m. to 3:30 p.m.**  
**Pyramid Room, Jasper Park Lodge**

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**I INTRODUCTION**

- 1.1 Call to Order**
- 1.2 Invocation**
- 1.3 Roll Call**
- 1.4 Adoption of the Agenda**
- 1.5 Adoption of Minutes**
  - 1.5.1 Minutes of the Meeting of Council on April 1, 2005**
  - 1.5.2 Minutes of the Teleconference Meeting of Council on May 3, 2005**
  - 1.5.3 Dispensation of Directives the Meeting of Council on April 1, 2005**
- 1.6 In Camera (nil)**

**II OWNERSHIP LINKAGE** – under this agenda item, council will receive reports that provide information requested by council from its owners or receive presentations from, or participate in discussion with, representatives of organizations that may reflect owners' needs, expectations, attitudes/perspectives and satisfaction. When considering its ownership linkage council must consider what information it wishes to receive, who can best provide that information, and how that information can best be collected, received, or reported upon. The information may be pursued directly from owners or be collected indirectly through other reports. (nil)

**III COUNCIL EDUCATION** – successful governance requires continuing learning by the council. This agenda item will identify learning opportunities included on the agenda or in conjunction with the meeting. (nil)

**IV ITEMS FOR DECISION** – this section of the agenda is dedicated to the review, amendment and/or development of policies integral to the governance process.

**4.1 ENDS - (E to E-4) (nil)**

Council will review and/or amend any of the ENDS policies identified with this agenda item. This includes review and discussion about council's strategies for ownership linkage.

**4.2 Governance Process - (GP-1 to GP-16)**

Council will review and/or amend any of the governance process policies identified with this agenda item. Council may also required to make decisions about any issues that extend beyond the jurisdiction that it has granted the registrar.

- 4.2.1 Policy GP- 6.1 Report from Nominating Committee**
- 4.2.2 Policy GP- 6.5 Report from Competence Committee**
- 4.2.3 Review / Amendment of GP Policies as Identified by Council**
- 4.2.4 Policy GP-11- Review of Transition Agreement with RxA**
- 4.2.5 Policy GP-12 – Approval of Council Agenda for 2005-2006 Council Year**
  - 4.2.5.1 Proposed dates for Council Meetings**
- 4.2.6 Committee Appointments**
  - 4.2.6.1 Continuing Competence Committee**
  - 4.2.6.2 Nominating Committee**
  - 4.2.6.3 Resolutions Committee**
  - 4.2.6.4 Appeals Committee**

**4.3 Executive Limitation (EL-1 to EL-17)**

Council will review and/or amend any of the executive limitation policies identified with this agenda item.

**4.3.1 Policy EL-16 Awards and Grants**

**4.4 Council Registrar Relationship**

Council will review and/or amend any of the council-registrar relationship policies identified with this agenda item.

**4.4.1 Review / Amendment of CR Policies as Identified by Council**

**4.5 Regulatory Agenda**

Council will make decisions about any issues that have been levied upon it through legislation.

**4.5.1 Policy Framework - Regulations to the Health Professions Act**

**4.5.2 Policy Framework - Regulations to the Pharmacy and Drug Act**

**4.5.2.1 Proposal that Pharmacy Licensees be Members of RxA**

**V CONSENT AGENDA** – this section of the agenda will address items that the council has previously determined belong to the management and delegated to the Registrar in its policy, but which some outside body stipulates must be “formally approved” by the council.

**5.1 Business Appointments**

**5.2 Committee Appointments**

**VI REGISTRAR PERFORMANCE** – council will receive reports from the registrar respecting progress being made towards the ENDS policies and administrative compliance with the Executive Limitations. The registrar will provide his interpretation of the policy being reported upon and will provide information that supports administrations’ compliance and/or achievement with respect to the

policy. *An omnibus motion can be received to accept the reports; or, should there be question/concern about a report, a typical motion would read something like: "Council accepts the registrar's reports on the ENDS policies with the exception of \_\_\_\_\_, subject to \_\_\_\_\_ being clarified or being provided."*

## **6.1 Monitoring Ends**

### **6.1.1 Policy E - Mega-End: Acceptance of Annual Report**

## **6.2 Monitoring Executive Limitations**

### **6.2.1 Policy EL-3, Financial Planning**

### **6.2.2 Policy EL-4, Financial Condition**

### **6.2.3 Policy EL-6, Interactions With Members and Public**

### **6.2.4 Policy EL-9, Communication and Support to the Council**

### **6.2.5 Policy EL-10, Emergency Executive**

### **6.2.6 Policy EL-11, Public Image**

### **6.2.7 Policy EL-13, Partnerships**

**VII COUNCIL PERFORMANCE** – during this section of the agenda, council will evaluate its overall performance in fulfilling and complying with policies GP1-GP16. The purpose of this discussion is not to evaluate each policy, but rather to evaluate council's performance.

## **7.1 Council Compliance with Policies and Governance Coach's Advisory**

### **7.1.1 Policy GP-6.2, Report from Resolutions Committee**

### **7.1.2 Policy GP-9, Investment in Governance**

### **7.1.3 Policy GP-10, Council Linkage with the Ownership**

### **7.1.4 Policy GP-11, Council Linkage with Other Organizations**

### **7.1.5 Policy GP-12, Council Planning Cycle and Agenda Control**

### **7.1.6 Policy CR-3, Accountability of the Registrar**

### **7.1.7 Policy CR-5, Monitoring Registrar Performance**

**VIII INFORMATION** - the following agenda items are provided for information and discussion. They do not require any decision of direction from council at this time.

## **8.1 Briefing Respecting Annual General Meeting and Conference**

**IX SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING** - In this section of the agenda, council members will discuss and evaluate their personal and group performance at this particular meeting. **(3:00p.m)**

### **9.1 Evaluation Summary for the Meeting of Council on April 1, 2005**

### **9.2 Evaluation Forms for This Meeting of Council**

## **X ADJOURNMENT**

## **10.1 Closing Remarks**

## **10.2 Next Meeting Dates**

### **10.2.1 New Council Member Orientation**

**June 21, 2005**

**8:30 a.m. – 4:30 p.m.**

**Heritage Boardroom (Lower Concourse)**

**Canadian Western Bank Building, 10303 Jasper Avenue, Edmonton, AB**

### **10.2.2 Council Board Development, Planning and Fall Meeting**

### **10.2.3 Winter Meeting and Christmas Reception**

### **10.2.4 Spring Meeting**

### **10.2.5 Council and Annual Meeting**

## **10.3 Adjournment**

### **TENTATIVE TIMELINES:**

- **8:00 am, Introduction**
- **8:15 am, Nominating Committee Report & Call for Nominations (Nominations close 10:30 am)**
- **8:20am, Agenda 5.0 Council Performance**
- **9:20 am, Agenda 4.1 and 4.4 Governance Process and Council-Registrar Policies**
- **10:15 am – Break**
- **Nominations Close**
- **10:30 am, Agenda 6.0 Ends and Executive Limitations**
- **11:30am, Agenda 4.2 Report from Awards Committee**
- **11:45am, Elections to the Executive Committee**
- **12:00 pm, Agenda 4.2.2 Report from Competence Committee**
- **12:30 pm – Lunch**
- **1:00 pm, Policy Framework for the Regulations to the Health professions Act**
- **1:30 pm, Policy Framework for the Regulations to the Pharmacy and Drug Act**
- **2:00 pm, Proposal from RxA to Mandate Membership of Pharmacy Licensees with RxA**
- **2:30 pm, Transition Agreement RxA**
- **3:00 pm, Self Evaluation**
- **3:20 pm, Briefing on Conference and AGM**
- **3:25 pm, Closing Remarks**
- **3:30 pm, Adjournment**