

Academic Advisory Committee

AUG
2020

Role

The role of the Academic Advisory Committee is to provide high level expert advice to the Chief Executive Officer (CEO) and management team on contemporary and relevant education and training related issues and opportunities.

Specifically, to advise on:

1. local and international trends on education and training design and delivery
2. local and international trends in pharmacy practice, including digital delivery, contemporary learning methods and innovative assessment methods
3. factors that influence the pharmacists' role in health care provision
4. areas for capacity building and improving professional practice and service delivery across the pharmacy profession in Australia
5. national priority areas for PSA's education and training programs across the various practice settings
6. the participant learning experience
7. target audiences and associated needs
8. potential opportunities for collaboration with other organisations

Operating Parameters

Committee representatives will be appointed for a 2 year term.

The general criteria for inclusion on this committee is at Attachment A.

Committee members may nominate a proxy to Committee meetings, provided they are fully briefed and competent to act as a proxy, as determined by the Committee Chair. The Committee member needs to consult with the Chair before nominating a proxy.

The line of reporting for the Committee is directly to the CEO.

The General Manager – Knowledge Development and General Manager - Education and Training Delivery, and relevant staff of the respective business units will attend all Committee meetings. Other staff may attend meetings as required and agreed by the Committee Chair and CEO.

The PSA Knowledge Development team provides the secretariat for the Committee.

Chair

The Chair will be appointed by the PSA CEO for a term of 2 years.

Conflicts of interest

Committee members must adhere to the PSA Conflict of Interest Policy. Committee members must declare any conflicts of interest at the start of each meeting or before discussion of the relevant agenda item or topic. Details of any conflicts should be appropriately minuted.

Where Committee members or observers at Committee meetings are deemed to have a real or perceived conflict of interest, they are to excuse themselves from Committee deliberations on the relevant item or topic.

Diversity and Inclusion

The Committee will align to PSA's Diversity and Inclusion Policy with representation across life experience, work and educational experience, language, gender, nationality, personality profile, age, ethnicity, cultural status and work status.

Representation across various stages in career reflecting both the PSA membership demographics and the Pharmacy Board of Australia registration statistics.

All representatives must demonstrate leadership behaviours that promote diversity at all levels of the organisation and encourage and promote an environment in which people with diverse backgrounds have a feeling of belonging, value and respect.

Meetings

The Committee will hold one face-to-face meeting and three teleconferences per year. These meetings may be supplemented by additional teleconferences or meetings as required.

The Knowledge Development team is responsible for providing a draft meeting agenda. The Committee Chair will approve the agenda for all Committee meetings. Other Committee members may nominate items of business to the Committee Chair or the General Manager – Knowledge Development.

Unless otherwise agreed by the Committee Chair, notice of meetings and supporting documentation are to be dispatched to Committee members seven days in advance of the

meeting date.

Meeting outcomes are produced by the Secretariat within 2 weeks of every meeting but formal Minutes are not required.

Membership

The PSA Academic Advisory Committee is a skills based committee. The Committee will be comprised of up to 10 individuals including

- One pharmacy academic with extensive experience in tertiary pharmacy education in Australia
- One pharmacy academic with experience in education design and delivery expertise
- One practicing pharmacist with community pharmacy experience, including supervision of intern pharmacists
- One practicing pharmacist with hospital pharmacy and clinical education experience
- One practicing pharmacist in a non-traditional practice setting.
- One member with Vocational education and training (VET) expertise and familiarity with ASQA standards.
- One member who identifies as Aboriginal and/or Torres Strait islander with cultural capacity and demonstrated connection to country and community.
- One member with experience working with a pharmacy banner group
- One pharmacy intern (or completed an ITP within the last 2 years)
- One member from a non-pharmacy health profession with experience in health practitioner education and assessment.

Nominees must meet the criteria for selection set out in these terms of reference.

Prepared by:

General Manager – Knowledge Development

August 2020

Endorsed by:

CEO

September 2020

ATTACHMENT A: CRITERIA FOR COMMITTEE MEMBER SELECTION INCLUDES

1. Strong understanding of contemporary adult education and practice development issues as they relate to Australian pharmacists.
2. Knowledge of innovations in digital delivery of education and training.
3. Understanding of current best evidence with regard to professional pharmacy practice.
4. Knowledge of best practice adult education principles and practices.
5. Knowledge of the pharmacist education environment in Australia, including an appreciation of other education providers and markets.
6. Understanding of the advanced pharmacy practice framework for pharmacists and the education required to support this.