



CURRICULUM DEVELOPMENT COMMITTEE ANNUAL REPORT: 2014-2015

I. Charge of the Committee:

The purpose of curriculum development committee is to monitor, evaluate and continuously improve the study plan so that it should fulfill the college mission in general and lead towards achievement of the program outcomes in special. The committee will have liaison with the Quality Assurance Unit for feedback and will design and implement strategies for final revision of the study plan within the framework provided by National and International accrediting bodies, based upon input from the faculty, students and stakeholders to address the new needs of the community; and to be in pace with recent advancement in the knowledge and practice of pharmacy.

II. Members:

1. Dr. Afzal Haq Asif (Chair)
2. Dr Yasir Ibrahim
3. Dr Promise Emika
4. Dr. Maged Alsyed
5. Dr Asia Taha
6. Dr Mansour Alotaibi
7. Mr. Turki Adakheel (student member)
8. Ms. Sulafa Alsahlavi (Student member)
9. Dr Jean Dib (SAMSO) Ex-officio

III. Number of meetings held during the academic year:

The Committee worked in close association with Quality Management Unit of the College.

1. First Meeting: Nov 11, 2014 Joint with QMU for discussion and approval of APR-2013-14
2. Second Meeting: Jan 04, 2015 jointly with QMU for ACPE/CCAPP follow up with curricular recommendations
3. Third Meeting: March 03, 2015, First meeting without QMU
4. Fourth Meeting: March 09, 2015 jointly with QMU, NCAAA requirements: ILO's, OSCE
5. Fifth Meeting: May 15, 2015, jointly with QMU, Program ILO discussion and approval
6. Sixth meeting: June 02, 2015: Second separate meeting

IV. Accomplishments

A. Improvement in the Program & Courses:

The Pharm D program of the COCP secured ACPE certification and CCAPP accreditation during the past academic year 2013-2014. The COCP is also planning for applying for NCAAA accreditation in accordance with the schedule chalked out by the KFU administration.



Therefore, the committee worked on continuous development of the program/courses. Following recommendations were made and were approved by the college council

1. **Based upon the annual course reports**, as approved by the departments, the committee revised the following courses and updated these in their contents/ILO's:
 - a. Anatomy and Histology-1, 2
 - b. Biochemistry-1
 - c. Clinical Biochemistry
 - d. Medicinal Chemistry Courses
 - e. All 3 courses in Pharmaceutical Care

2. **As per recommendations from Annual Program Report 2013-2014:** [Annual Program report 2013-2014.Sep 20.doc](#)
 - a. **Simulation and OSCE** [10.Simulation Experiences in Pharm D Program.Proposed.doc](#)

The committee after discussion selected courses where simulation can be adopted as tool of learning and teaching. The committee recommends speedy completion of Simulation/Clinical Skill Lab

As an initiative from Pharmacy Practice Department, OSCE was implemented as assessment tool for all three Experiential Modules of the Pharm D program. The proposed changes has been approved by the college council.

[9.Letter to Dean from CDC Exp.Education.OSCE.doc](#)

 - b. **Inter-professional Education: Two Elective Courses** [IPE Elective Courses by COCP.docx](#)

The committee after consultation with Pharmacy Practice Department, designed Two Inter-professional Education Courses, which will be elective for students of other health programs. The courses were approved by the College Council and University Committee for Study Plans, and will be offered during the academic year 2015-2016. The students of Pharm D and other health programs will share learning and teaching in these courses with an objective to participate according to their future career responsibilities in health system.

3. **Recommendations from Students through Program Evaluation Survey and Exit Survey**
 - a. **Drug Information Rotation**

On the recommendations from the students, the Pharmacy Practice Department recommended addition of Drug Information Rotation to the APPE. The course, its objectives and assessment was approved by the Committee.

 - b. **IPPE improvement**

On the recommendations of the students as well as by the IPPE supervisors, the duration of Introductory Pharmacy Experiences (both IPPE-1, and IPPE-2) has been increased from four to five weeks (from 160 to 200 hours)
Weekly reflective reports and weekly projects has been added to IPPE-1 and IPPE-2
[9.Letter to Dean from CDC Exp.Education.OSCE.doc](#)
The above changes have been approved by the College Council and the University Committee for Study Plans

4. **ACPE and CCAPP review Reports**

Based upon ACPE and CCAPP Reviewers reports, following changes were made in the Pharm D Program Courses. The changes will be implemented during 2015-2016 and the assessment



data and instructors report will be forwarded to the ACPE. The changes were approved in 1st meeting of the Committee [3.MoM.1.CDC.2015.doc](#)

a. Review of Chemistry Related courses for improvement and removing redundancies

All the courses were thoroughly revised for their contents and ILO's and few of the overlapping in some of the topics were removed

b. Improvement in social and behavioural contents in courses

As per ACPE reviewers comments, the contents of the courses on Pharmaceutical Care-1,2 and 3 were further enriched with topics on social and behavioural sciences. Introduction to the fundamentals of human behavior, needs and motivation theories, and its relationship to patient behavior, principles and methods of effective oral and written communication and patient counseling, cultural competence with its impact on communication, and barriers to effective communication are added to the course content

c. Strengthening Advanced Community Pharmacy Practice Experience

The course, syllabus, and assessment form were thoroughly revisited by the Experiential Education Committee and were discussed and approved by the Curriculum Development Committee for immediate implementation. Weekly projects, patients counselling, drug use control and evaluation, administration and management skills for community pharmacy operations have been added to the contents

5. NCAAA accreditation Standards:

a. Restructuring Program ILO's and their approval [6.MoM.4.QMU.CDC.2015.PILO.doc](#)

Committee, discussed the recommendations from DQA/VP, AA, regarding redefining of Pharm D Program ILO's for use in program evaluation and assessment. The task was accomplished by subcommittee: Dr. Afzal, Dr. Maged and Dr. Taghrid. The sub-committee defined initially 25, and later on simplified to 16 (copy attached) in 5 domains of learning as defined by NCAAA/NQF, after extensive discussion. The P.ILO's were disseminated to all faculty and also discussed in faculty meeting (both male and female). Final discussion and approval was made by the joint meeting of QMU and Curriculum development committee. The PILO were mapped with courses in matrix form as per NCAAA recommendation.

The faculty mapped their course ILO's with the program ILO's and were approved by the relevant HOD's after discussion in the department and later approved by the committee

The current 16 PILO will be adopted in Program Specification: 2016-17 and data will be presented in Annual Program Report: 2015-16

6. Updation of text book editions

All the text books and reference books were thoroughly revised; the book editions were updated where required

7. Improvement in Experiential Modules Assessment:

The committee recommended the following as mandatory requirements for successful completion of APPE for all Pharm D students Passing grades in Mid and Final OSCE in aggregate

- a. Passing grades in written exam to be held at the end of 10 clinical rotations
- b. Passing the research rotation
- c. The weightage of various segments will be as under:
 - i. End of Rotations exam for Two Rotations in APPE-1 15%



ii.	End of Rotations exam for Four Rotations in APPE-2	30%
iii.	End of Rotations exam for Four Rotations in APPE-2	30%
iv.	Mid OSCE	5%
v.	Final OSCE	7.5%
vi.	Comprehensive Written Exam	7.5%
vii.	Research	5%
	Total	100%

The recommendations were approved by the college council for implementation during upcoming year: 2015-2016

8. Addition of Research Rotation in APPE:

Student has to pass compulsory research rotation, which will have following components:

- Assessment of written research report by panel of examiners 40%
- Presentation and Defense of research project in presentation session, assessed by panel of assessors, one of whom will be students' supervisor: 30%
- Participation and defense of the project in Poster Session evaluated by COCP faculty: 30%

The recommendations were approved by the college council for implementation during upcoming year: 2015-2016

B. Review of all course specifications/course files

The committee reviewed all the course specifications of both semesters and suggested changes to the departments where required, particularly in course ILO's

C. Awareness and training Programs:

The Committee organized following programs/workshops during the year 2014-2015:

1. Workshop on Course Specification and Reports

A two days workshop on course reports and course specification was organized by the Committee, Dr Afzal, Dr Tasleem and Dr Maged moderated the workshop. All the faculty members brought their documents and a detailed discussion with correction in the documents were made during the workshop

2. Annual Program Report Presentation:

Annual Program Report 2013-2014 was presented at faculty forum and feedback was collected and suggestions were incorporated in the report

3. Prep Year students' orientation

The Committee participated in Orientation Program for the prep year, presenting detailed orientation on the Program

4. Orientation of New Faculty on the Program

The committee organized sessions for orienting the new faculty on the COCP Pharm D program as a part of **New Faculty Orientation Program-2014-2015**. The feedback from the participants was excellent



D. Miscellaneous

1. Annual Program Report 2014-2015

Annual Program Report 2014-2015 is in process and will be submitted on Sep 15, 2015

2. The committee provide assistance to all faculty members with an open door policy, on any kind of curricular issue, such as filling out any course template, or refining course objectives and contents
3. The committee worked closely with QMU and Assessment committee for program and course evaluations. Assistance was provided for determining KPI's for assessment of quality of teaching and learning.

V. Attendance Level:

1. Overall attendance level in meetings remained 85% (because of low students and TA's attendance)

VI. Obstacles, Issues to be addressed:

1. Attendance of student members remained at lower percentage as compared to the faculty members
2. NCAAA have improved templates for all the courses and program specifications, but the guidelines for filling out these templates are not available.

VII. Suggestions and recommendations:

1. Academic Affairs committee may provide free hours for students for participation in committee Activities in the upcoming academic schedule: 2015-2016
2. COCP administration may provide some incentive for attendance of College Committee meetings
3. The office of Vice President Academic Affairs may request NCAAA for provision of guidelines for proper documentation and filling out various templates

VIII. Work remaining and future Plan

1. Updated version of Study Plan with addition of Mapping of each course ILO's with 16 Program ILO's

IX. Enclosures:

1. All Minutes of all Meetings

DR. AFZAL HAQ ASIF,
Chair
Curriculum Development Committee,
COCP, KFU, AL-Ahsa

Submitted: June 20, 2015