

PharmD Course Revision Policy

The UNC Eshelman School of Pharmacy Doctor of Pharmacy (PharmD) program aims to create:

- exemplary pharmacy practitioners who provide high-quality, team-based, patient-centered care;
- leaders and innovators who identify opportunity, lead teams toward improvement and change, and positively impact health and health care; and,
- lifelong learners who continually strive for positive impact both personally and professionally.

To achieve these program outcomes, faculty are responsible for the development, organization, delivery, and improvement of the PharmD curriculum. The Curriculum and Assessment Committee is charged by the Dean of the UNC Eshelman School of Pharmacy and represents the faculty. Committee membership includes student representation as well as representation of each Division, various Offices, and other School stakeholders.

On behalf of the faculty, the Curriculum and Assessment Committee is charged with reviewing and approving all new course proposals and syllabi (residential and experiential) and changes to existing course proposals and syllabi. The following PharmD Course Revision Policy outlines what course revisions must be submitted to the Curriculum and Assessment Committee for review and approval. The Curriculum and Assessment Committee Leadership Team will review all course revision proposals and determine which course revision proposals will be expedited (e.g., only requiring leadership team review with summary of decisions provided to the Curriculum and Assessment Committee), which do not require course stream review, and which course revision proposals will require full committee review and approval. The CAC Leadership Team may advise that course revisions be referred for input from the relevant course stream prior to Curriculum and Assessment Committee consideration. All course revision requests must be submitted accordant to the timeline outlined on the [Course Director Schedule](#).

Revisions to the following items must be submitted to the Curriculum and Assessment Committee via the [Course Revision Proposal Form](#) in accordance with the timeline outlined in the [Course Director Schedule](#):

- course number
- course title
- course credit hour (variable or fixed)
- course director
- course description
- course pre-requisites
- course co-requisites
- course learning outcomes: *additions, deletions, and/or modifications other than minor wordsmithing*
- course materials and resources: *required course materials that will require financial investment by the student and/or School; course materials that involve technology systems and/or technology support*
- teaching and learning methods: *additions, deletions, and/or modifications to pre-class, in-class, and/or post-class format, methodology, and/or pedagogy*
- course assessments, assessment details, and/or assessment weight
- course grading scale
- late assignments/assessment policy
- missed exams and/or assessments policy
- remediation policy
- course content

In addition to reviewing and approving course revision proposals, the Curriculum and Assessment Committee is responsible for reviewing PharmD syllabi for quality assurance. Syllabi will be reviewed on the following cycle:

- Year 1: PY1 required courses
- Year 2: PY2, PY3, and PY4 required courses
- Years 3-4: PharmD elective courses
- Year 5: Immersion and Advanced Immersion syllabi

Any questions regarding this policy should be directed to the Curriculum and Assessment Committee Chair.