



Association of Faculties
of Pharmacy of Canada

Association des facultés
de pharmacie du Canada

Special Interest Group Terms of Reference Program Evaluation

PURPOSE & GOAL (MISSION):

The AFPC Program Evaluation SIG is responsible to promote scholarship and collaboration in program evaluation and ongoing improvement efforts across the Schools of Pharmacy in Canada.

Note: For the purposes of clarity across Terms of Reference, the term **assessment** refers to evaluation of persons' performance (e.g., students') and the term **evaluation** refers to evaluation of programs' performance.

OBJECTIVES:

- Coordinate both scholarly and educational opportunities (e.g., seminars or workshops) at least once per year
- Support inclusion of program evaluation and ongoing improvement content in the annual AFPC meeting.

DELIVERABLES:

A list of deliverables should be provided and modified when needed in [Appendix I](#). The goal is to make sure that the completed SIG objectives are visible and shared.

MEMBERSHIP:

All AFPC members (faculty or staff) who are interested in the SIG's objectives are eligible to join. Invited guests can be added when required (e.g., content matter experts, students). If the list is too long, it can be reduced to one member per Faculty. The appended membership list ([Appendix II](#)) should be completed and forwarded to pmoreau.afpc@icloud.com initially and when modified.

TERM LENGTH:

Chairs and Co-Chairs are nominated by and selected from SIG members and should serve a minimum of one year. The ideal term for an individual to hold each position is 2-3 years. Members can serve as long as they are contributing actively to the SIG as assessed by the chair and co-chair.

MEETINGS:

The number of meetings is not fixed and depends on the objectives and their timeline. The annual meeting should be held in conjunction with the AFPC conference CEPRC.

REPORTING:

The SIG Chair reports to the Education or the Research Committee depending on the objective of the SIG. The AFPC's executive director may ask for some reports if needed by committees, councils or the Board of Directors. Reports could be published on AFPC's website.

REMUNERATION:

There is no remuneration for participating in a SIG. Contributions are expected to be "in kind". Special funds may be allocated for Board approved projects. However, such funds cannot support the contribution of AFPC members.

APPENDIX I

Expected Deliverables

Responsible (who)	University	Description (what)	Timeline (when)
Kristen Archbell	Waterloo	AI in Educational Assessment	2026
Brianna Groot	Saskatchewan	Graduation/Exit survey	2026
Robert Renaud	Manitoba	Program Evaluation Guide	2026
George Pachev	British Columbia	CPERC Concurrent Session	2026
Ken Cor	Alberta	Journal Club	Bimonthly

APPENDIX II

SIG Membership

Role	University	Name	Year start
Chair	Toronto	Certina Ho	2024
Vice-Chair	Saskatchewan	Brianna Groot	2023
Member	Alberta	Melanie Danilak	2026
Member	British Columbia	George Pachev	2014
Member	British Columbia	Marion Pearson	
Member	British Columbia	Ingrid Price	
Member	British Columbia	Leonie Harper	2019
Member	British Columbia	Aaron Beedle	2026
Member	Memorial	Beverly FitzPatrick	2013
Member	Memorial	John Hawboldt	2025
Member	Memorial	Carla Dillon	2026
Member	Manitoba	Lavern Vercaigne	
Member	Manitoba	Robert Renaud	2010
Member	Manitoba	Ruchi Kumra	2025
Member	Waterloo	Kristen Archbell	2023
Member	Alberta	Ken Cor	2014
Member	Dalhousie	Martina Greco	2022