

# NEWS

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Spring 2018 (Designed as a quick reference guide)

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Denise Grisanti, Editor

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Spring Semester.....1/29/18-5/11/18  
Spring Recess.....3/19/18-3/24/18  
Reading Days.....5/12/18 & 5/13/18  
Spring Final Examinations...5/14/18-5/19/18

2018 Fall Semester...Monday, August 27<sup>th</sup>  
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## REGISTRATION INFORMATION

Last day to:

- Add/Drop courses – February 5, 2018
- Resign a course – April 20, 2018
- Check your tuition bill or the Student Center in HUB to make sure that you are registered for all classes you need.
- **If you are having difficulty registering for your pharmacy courses, please contact [pharm-advise@buffalo.edu](mailto:pharm-advise@buffalo.edu)**

It is the responsibility of each student to make sure that they are registered for and complete all courses that are required to fulfill the Doctor of Pharmacy degree. This includes core pharmacy courses, elective courses and General Education requirements. Failure to do so will delay your graduation.

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## CLASS OF 2018

**FILE FOR DEGREE:** If you have not already filed for degree, and are planning to graduate on June 1, 2018, please make sure you file before **February 15, 2018.**

Using the steps below, please make sure you apply for graduation by **February 15, 2018**. If you do not apply for graduation by the deadline date, the University will not confer your degree until September 1, 2018.

## **How to apply for graduation via the HUB system:**

1. Sign into [www.MyUB.buffalo.edu](http://www.MyUB.buffalo.edu)
2. Click on HUB Student Center
3. In the Student Center, click on "Self Service" (on the tab across the top of the screen)
4. Place the cursor over "Degree Progress/Graduation", and click "Apply for Graduation"
5. Next to "Academic Program", click on "Pharmacy PharmD"
6. From the drop-down menu for Expected Graduation Term, select "Spring 2018" and click "Continue"
7. Verify that the info is correct, and click "Submit Application"

**GRADUATION:** Saturday, May 19, 2018, at 5:00pm in the Center for the Arts on the North Campus.

**THE PROFESSIONAL PRACTICE REVIEW SERIES** will be held during the week of Monday, May 21<sup>st</sup> – Wednesday, May 23<sup>rd</sup>, 2018.

**THE PHARMACY LAW REVIEW** will be held on Wednesday, May 30<sup>th</sup> and Thursday, May 31<sup>st</sup>, 2018.

**NYS BOARD EXAMINATION DATES**

Part III - Written and Compounding Exam – June 5<sup>th</sup> & June 6<sup>th</sup>, 2018.

Part I (NABPLEX) and Part II (MPJE) vary depending on which window the candidate signs up for.

The written and the lab portions of the NYS Pharmacy Licensure Exam will be held at the University at Buffalo.

Denise will provide more information on the application process for the NYS Pharmacy Licensing Examination in mid-February.

**COST OF PHARMACY LICENSING EXAM**

\$339 NYS Board of Pharmacy  
\$215 CASTLE  
\$575 NAPLEX  
\$250 MPJE

**Total Cost: \$1,379**

Best Wishes on your Advanced Professional Pharmacy Experiential Program!

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**CLASS OF 2019**

It is the responsibility of each student to make sure that they are registered for and complete all courses that are required to fulfill the Doctor of Pharmacy degree. This includes core pharmacy courses, elective courses and General Education requirements. Failure to do so will delay your graduation.

**Please keep in mind; you must complete all didactic requirements by the end of the P-3 year. This includes completion of 8 elective credits and all general education requirements. Students who have not fulfilled all requirements will not be permitted to begin their rotations.**

**NOTE: THE P-2/P-3 SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL.** Please check the schedule on a weekly basis as it is subject to change.

On Tuesday, March 27<sup>th</sup>, during the All School Conference, **Bob Powell, PharmD, Adjunct Professor, UNC Eshelman School of Pharmacy**, will speak regarding "Precision Drug Dosing: Timely development of more effective dosing for all patients." All students are encouraged to attend this seminar.

**STUDENT FOLDER PICK-UP HOURS**

(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Tuesdays 11:30am – 12:30pm  
Wednesdays 2pm-3pm

The New York State Board of Pharmacy will allow the **Class of 2019 Doctor of Pharmacy candidates the opportunity to sit for the Part III Pharmacy Licensing Examination in January 2019 only.**

**As part of the eligibility process, students must complete and document (Form 4) 1040 NYS Pharmacy Intern hours. The NYS BOP will accept all hours worked (even those during the semesters). Candidates cannot include any IPPE hours toward the 1040 hour pharmacy intern requirement.**

**If you are planning on taking the Part III Pharmacy Licensing Examination in January 2019, please make sure you complete the Form 4 and have it notarized by you and your preceptor. The Form 4's must be sent with your application (Form 1) so hold them until you apply to take the examination.**

More information on the examination will be provided closer to the application deadline.

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**CLASS OF 2020**

**NOTE: THE P-2/P-3 SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL.** Please check the schedule on a weekly basis as it is subject to change.

On Tuesday, February 13<sup>th</sup> during the All School Conference, **Peter Senter, VP and Distinguished Researcher Fellow of Seattle Genetics, Inc.** will give a lecture as part of the annual David Chu Lecture Series. All P-2 students are required to attend.

**A Teaching Assistant Opportunities Meeting** will be held during the All School Conference on Tuesday, February 27<sup>th</sup>. Attendance is required for all P-2 students.

On Tuesday, March 13<sup>th</sup> during the All School Conference, **Dr. Larry Wienkers, VP & Global Head of the Department of Pharmacokinetics & Drug Metabolism at Amgen** will give a special seminar. All P-2 students are required to attend.

On Tuesday, March 27<sup>th</sup>, during the All School Conference, **Bob Powell, PharmD, Adjunct Professor, UNC Eshelman School of Pharmacy**, will speak regarding "Precision Drug Dosing: Timely development of more effective dosing for all patients." All students are encouraged to attend this seminar.

**STUDENT FOLDER PICK-UP HOURS**  
(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Mondays 1pm-3pm  
Wednesdays 11am -12pm  
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**CLASS OF 2021**

**NOTE: THE SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 125 KAPOOR HALL.** Please check the schedule on a weekly basis as it is subject to change.

**"Pharmacy Unsung Heroes"** DVD will be presented during the All School Conference on Tuesday, January 30<sup>th</sup> during the All School Conference. Attendance is required for all P-1 students.

**NYS Pharmacy Intern Permit Meeting** – Professor Fiebelkorn will meet with the class to discuss New York State pharmacy intern permit applications on Tuesday, March 6<sup>th</sup> during the All School Conference. Attendance is mandatory.

An All School Conference will be held on Tuesday, April 3<sup>rd</sup> to learn about signing up to be an organ donor and how to become a transplant pharmacist. April is **Organ Donation Awareness Month.** Attendance is required for all P-1 students.

**STUDENT FOLDER PICK-UP HOURS**  
(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Tuesdays 10am-11am  
Wednesdays 12pm-2pm  
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**GENERAL INFORMATION**

**IF YOU LEGALLY CHANGED YOUR NAME OR ADDRESS YOU MUST NOTIFY THE NYS BOP IMMEDIATELY.**

For official name changes, you must complete and mail the Address/Name Change Form located at <http://www.op.nysed.gov/documents/anchange.pdf> with proper documentation to:

NYS Education Department  
Office of the Professions  
Division of Professional Licensing Services  
Records & Archives Unit  
89 Washington Avenue  
Albany, NY 12234-1000

For address changes you can email the customer service unit at [op4info@nysed.gov](mailto:op4info@nysed.gov)

**ATTENDANCE IS MANDATORY AT SCHEDULED ALL SCHOOL CONFERENCES**

for all scheduled events, guest speakers or anything else that is planned and publicized for the All School Conference time period.

**STUDENT E-MAIL ACCOUNTS:** Students should make a habit of checking their university e-mail account at least once a day.

**STUDENT LOUNGE RESERVATIONS:**

Organizations/students interested in reserving the Student Lounge and break out rooms in the Gumtow Library please contact: Hailey Stapleton, SPSA Vice President at [hestaple@buffalo.edu](mailto:hestaple@buffalo.edu)

**SHORT-TERM LOAN FUNDS:** A reminder that the School of Pharmacy Short-Term Loan Fund can help you out in a pinch with a loan for a maximum of \$250 for three months without interest. See Denise in 281 Kapoor Hall.

**LOCKER RENTALS:** All students who are currently renting lockers must remove their locks by Friday, May 18, 2018. Locks remaining after this date will be cut off and the student will be billed \$25-the cost to have UB Facilities remove the lock.

**FAFSA FILING DATE IS MARCH 1, 2018**

This is a reminder from the Office of Financial Aid:

Please remember to file your FAFSA's at [www.fafsa.gov](http://www.fafsa.gov)

FAFSA's should be filed by no later than **3/1/18 to ensure the best funding.**

FAFSA's can be filed even if taxes are not completed. You can use estimates on the FAFSA.

If you are interested in being considered for the Health Professions Loan Program (Dental and Pharmacy only) or the Economically Disadvantaged First Professional Study Program (EDPS) Grant you must include your parents' information on your FAFSA, and the FAFSA must be filed by 3/1/18.

**NEED-BASED SCHOLARSHIP APPLICATIONS**

To be eligible for a need-based scholarship award, students must have at least a 2.5 in their required courses, file a FAFSA form by March 1<sup>st</sup> through the Financial Aid Office and have financial need. **The scholarship application website link will be emailed to the student listservs in early April.**

**KEEP ADDRESS INFORMATION CURRENT**

Please make sure the University has your current address at all times. The address you have on record with the University will be the address the School uses for all school correspondence. See Student Address to submit a change of address.

**ROBERT H. GUMTOW LIBRARY IS**

**LOCATED IN 260 KAPOOR HALL:** Please follow these simple rules while using the library; no food or drink is permitted in the library at any time and the doors must be kept closed at all times (please do not wedge the door open).

**COMPUTER LAB ACCESS:** The computer lab (268 Kapoor Hall) will be open Monday through Friday between 7:00am and 6:00pm.

**Absolutely no food or drink is permitted in the lab, and the door must be kept closed at all times.**

Several printers are installed throughout Kapoor Hall. These printers are available to the SPPS student population to access from lab computer workstations or their own personal laptops.

All students have a 1000 sheet print quota for the semester. When a student prints to any printer connected to our internal print server, the print job is subtracted from their quota. Students cannot add to this quota so please be mindful of what you are printing.

This includes the following printers:

- K130 – Pharmacy Compounding Lab
- K260 – Gumtow Library (printer to be made available to student laptops)
- K252 – Model Pharmacy
- K268 – SoPPS Student Lab

K345 – SoPPS Student Lab  
K340 – 3<sup>rd</sup> Floor Lounge (printer to be made available to student laptops)  
K440 – 4<sup>th</sup> Floor Lounge (printer to be made available to student laptops)

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### EVENTS

**2018 Halfway Charity Gala**  
Saturday February 10, 2018  
7:00pm – 12:00am  
Pearl Street Brewery  
76 Pearl Street  
Buffalo, NY

Proceeds to benefit **Harvest House**

**PHARMACY DAY IN ALBANY** is scheduled for Tuesday, April 17, 2018. More information will forthcoming.

**THE 15th ANNUAL SCHOOL OF PHARMACY & PHARMACEUTICAL SCIENCES STUDENT SCHOLARSHIP GOLF TOURNAMENT** is scheduled on Monday, June 11, 2018 at the Lockport Town & Country Club.

More information will be available later in the semester.

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### SPSA MEETINGS

Tuesday 2/6 7:00pm-8:30pm  
Tuesday 3/6 7:00pm-8:30pm  
Tuesday 4/3 7:00pm-8:30pm  
Tuesday 5/1 7:00pm-8:30pm

**All SPSA Meetings will be held in 264 Kapoor**

**Each organization must have at least one representative present at every SPSA meeting.**

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### OFFICE HOURS

**Professor Fiebelkorn will be available on Mondays 2:00pm-4:00pm, Tuesdays 10-11:30am and Thursdays 11am-1pm or by appointment.**

**Denise Grisanti will be available Monday through Friday between the hours of 12:30pm and 2:30pm.**

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## Welcome Back!!!

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### **Inquiries and Complaints (Grievances) Accreditation Council on Pharmacy Education**

Students may contact the Accreditation Council on Pharmacy Education with comments or complaints concerning their education. Complaints from students against the school of pharmacy, including tuition and fee policies, and as related to ACPE standards, policies or procedures must be in writing in detail by the complainant and submitted to the ACPE office.

ACPE has an obligation to assure itself that any institution, which seeks or holds a pre-accreditation or accreditation status for its professional program(s) conducts its affairs with honesty and frankness. Complaints from other institutions, students, faculty, or the public against a college or school of pharmacy, including tuition and fee policies, and as related to ACPE standards, policies or procedures, shall be placed in writing in detail by the complainant and submitted to the ACPE office. The complaint shall be submitted to the institution for response. Requests for confidentiality shall be respected to the extent any such information is not necessary for the resolution of the complaint.

Information on the proper procedure for filing such a complaint may be found at:  
<http://www.acpe-accredit.org/complaints/default.asp>

### **UB School of Pharmacy and Pharmaceutical Sciences**

The School of Pharmacy and Pharmaceutical Sciences (UB SPPS) openly welcomes feedback from its faculty members, staff members and students in all aspects related to the educational and professional activities in all the programs. Students, faculty members and staff members should use proper channels to

provide their comments and opinions and to express any complaints. Comments and/or complaints that are in writing (not email) will be addressed and a response will be sent to the appropriate person in a timely manner, but no later than thirty days from when the communication was received. A record of the comment/complaint and its response will be made and archived in the School.

In the case of student complaints (grievances), when all established procedures within the School have been exhausted, either principal may file an appeal with the Dean of the UB Graduate School (<http://www.grad.buffalo.edu/>). Policy and procedures for the Graduate School may be found at: <http://grad.buffalo.edu/study/progress/policylibrary.html> in the section titled "Academic Grievance".

**PLEASE NOTE: For grievances or complaints for matters within the UB SPPS please use the Student Comment/Grievance form posted on the school's website. Form is also available in the spring 2018 NEWS (see last page).**

### Curriculum

All students will be given the opportunity to evaluate both the course and faculty instructing the course. If other than this process, students should utilize their class officers, specifically the Curriculum Coordinator when lodging any complaint or comment as other students may have similar comments.

Problems concerning a particular course must be in writing (not email) and forwarded to the appropriate person in the following order:

1. The instructor of the section of the course.
2. The course coordinator
3. The Chair of the Department
  - a. Pharmacy Practice: Dr. William Prescott, Interim Chair
  - b. Pharmaceutical Sciences: Dr. Marilyn Morris, Chair
4. The Senior Associate Dean for Student, Professional and Community Affairs:  
Professor Karl D. Fiebelkorn

### Student Affairs

Issues regarding student affairs comprise a multitude of areas. These include but are not limited to: student life, student organizations academic integrity, grades, scholarships, loans, professional affairs, harassment, emergencies, illness, and family issues. Students should forward comments and/or complaints to the Senior Associate Dean for Student, Professional and Community Affairs (Professor Karl D. Fiebelkorn). The issue will be addressed and an appropriate response will be issued in a timely manner.

### Administration

Comments regarding the policies and procedures of the UB School of Pharmacy and Pharmaceutical Sciences should be sent in writing to the Senior Associate Dean for Student, Professional and Community Affairs (Professor Karl D. Fiebelkorn). The issue will be forwarded to the appropriate person and an appropriate response will be issued.

### Admissions and Recruitment

Comments or complaints regarding the policies and procedures of the UB School of Pharmacy and Pharmaceutical Sciences Office of Admissions and Recruitment should be sent in writing to the Associate Dean and Director of Admissions (Dr. Jennifer Rosenberg). The issue will be forwarded to the appropriate person and an appropriate response will be issued in a timely manner.

The Grievance Form can be found at the following link:

<https://pharmacy.buffalo.edu/content/pharmacy/departments-offices/our-offices/student-affairs-professional-relations/student-policies-pw/inquiries-grievances.html>



University at Buffalo  
The State University of New York  
School of Pharmacy & Pharmaceutical Sciences  
Office of the Senior Associate Dean  
Student, Professional and Community Affairs

STUDENT COMMENT/GRIEVANCE FORM  
2017-2018

(Please print clearly)

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_

Class Year (circle one)                      2018                      2019                      2020                      2021

Contact information:

Email:

Local address  
Phone

Permanent address  
Phone

Indicate what address you want the response sent (circle):    Local                      Permanent

Please detail the problem and clearly describe the solution/resolution you are seeking. Attach additional pages if necessary. Please type your response and drop off the form to the Student, Professional and Community Affairs Office (282 Kapoor Hall). A response will be made as soon as possible and in no case longer than 30 days from the date of receipt of this form. Thank you!