

NEWS

Spring 2017 (Designed as a quick reference guide)

Denise Grisanti, Editor

Spring Semester.....1/30/17 -5/12/17
Spring Recess.....3/20/17 – 3/26/17
Reading Days.....5/13/17 & 5/14/17
Spring Final Examinations...5/15/17-5/20/17

2017 Fall Semester...Monday, August 28th

REGISTRATION INFORMATION

Last day to:

- Add/Drop courses – February 6, 2017
- Resign a course – April 21, 2017
- 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**

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.

CLASS OF 2017

FILE FOR DEGREE: If you haven't already filed for degree, and are planning to graduate on June 1, 2017, please make sure you file before **February 15, 2017.**

Using the steps below, please make sure you apply for graduation by **February 15, 2017**. If you do not apply for graduation by the deadline date, the University will not confer your degree until September 1, 2017.

How to apply for graduation via the HUB system:

1. Sign into 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 2017" and click "Continue"
7. Verify that the info is correct, and click "Submit Application"

GRADUATION: Saturday, May 20, 2017, 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 22nd – Wednesday, May 24th, 2017.

THE PHARMACY LAW REVIEW will be held on Wednesday, May 31st and Thursday, June 1st, 2017.

NYS BOARD EXAMINATION DATES

Part III - Written and Compounding Exam – June 6th & June 7th, 2017.

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 Professional Pharmacy Experiential Program!

CLASS OF 2018

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

On Tuesday, March 7th during the All School Conference, **Dr. Lisa Benincosa**, VP Global Head of DMPK & Bioanalytical R&D, will give a lecture as part of the annual **David Chu Lecture Series**. All P-3 students are invited to attend.

STUDENT FOLDER PICK-UP HOURS

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

Mondays 9am-10am
Tuesdays 10am - 12pm

The New York State Board of Pharmacy will allow the Class of 2018 Doctor of Pharmacy candidates the opportunity to sit for the Part III Pharmacy Licensing Examination in January 2018 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 2018, 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.

CLASS OF 2019

NOTE: THE P-2/P-3 SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL

On Tuesday, February 21st during the All School Conference a CD titled "**Escape Fire-The Fight to Rescue American Healthcare**" will be

shown. Attendance is required for all P-2 students.

A Teaching Assistant Opportunities Meeting will be held during the All School Conference on Tuesday, February 28th. Attendance is for those students who are interested in becoming TA's.

On Tuesday, March 7th during the All School Conference, **Dr. Lisa Benincosa**, VP Global Head of DMPK & Bioanalytical R&D, will give a lecture as part of the annual **David Chu Lecture Series**. All P-2 students are required to attend.

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

Mondays 2:30pm-4pm
Thursdays 9am-10am

CLASS OF 2020

NOTE: THE SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 125 KAPOOR HALL

“Pharmacy Unsung Heroes” DVD will be presented during the All School Conference on Tuesday, January 31st during the All School Conference. Attendance is required for all P-1 students.

Senior Associate Dean Fiebelkorn will be meeting with the Class of 2020 on Tuesday, February 7th during the All School Conference to discuss **Academic Integrity**. Attendance is mandatory 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 14th during the All School Conference. Attendance is mandatory.

An All School Conference will be held on Tuesday, April 4th 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.

Guest Speaker, Kim Zammit will discuss **CDTM** during the Tuesday, April 18th All School Conference. Attendance is required for all P-1 students.

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

Tuesdays 11:30am-1pm
Thursdays 10am-12pm

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

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: Catherine Gawronski, SPSA Vice President at cagawron@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 19, 2017. 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, 2017

This is a reminder from the Office of Financial Aid:

Please remember to file your FAFSA's at www.fafsa.gov

- FAFSA's should be filed by no later than **3/1/17 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 3/1/17.

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 1st 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.

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 have been made available to the SOPPS student population to access from lab computer workstations or their own personal laptops.

All students are given 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 – 3rd Floor Lounge (printer to be made available to student laptops)
- K440 – 4th Floor Lounge (printer to be made available to student laptops)

EVENTS

2017 Halfway Charity Gala
Saturday February 4, 2017
7:00pm – 12:00am
Adam's Mark Hotel
120 Church Street
Downtown Buffalo, NY 14202

Proceeds will be donated to the Friends of the Night People.

PHARMACY DAY IN ALBANY will be held on Tuesday, April 25, 2017. More information will be made available.

THE 14th ANNUAL SCHOOL OF PHARMACY & PHARMACEUTICAL SCIENCES STUDENT SCHOLARSHIP GOLF TOURNAMENT will be held on Monday, June 12, 2017 at the Lockport Town & Country Club.

More information will be available later in the semester.

SPSA MEETINGS

Tuesday 2/7 7:00pm-8:30pm

Tuesday 3/7 7:00pm-8:30pm

Tuesday 4/4 7:00pm-8:30pm

Tuesday 5/2 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.

OFFICE HOURS

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

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

Welcome Back!!!

**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 preaccreditation 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://www.grad.buffalo.edu/policies/index.php>

in the section titled "Grievance Policy and Procedures".

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 2017 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. Edward Bednarczyk
 - b. Pharmaceutical Sciences: Dr. Marilyn Morris
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.



**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
2016-2017**

(Please print clearly)

Student Name _____ Date _____

Student Signature _____

Class Year (circle one) 2017 2018 2019 2020

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!