



AIHP'S 2021-2024 STRATEGIC PRIORITIES – SUMMARY ACTION PLAN

STRATEGIC PRIORITY NO. 1: INCREASE THE ACCESSIBILITY OF AIHP'S HISTORICAL COLLECTIONS.

Action Item 1: *Institute staff should proceed with ongoing work to (a) develop detailed collections lists, inventories, and finding aids for AIHP historical collections; (b) digitize select portions of the collections; and (c) develop and populate AIHP's digital library. As descriptions and inventories of AIHP's collections (and associated finding aids) are developed, they should be integrated into online library cataloging systems like MadCAT and OCLC.*

Action Item 2: *Institute staff should look for opportunities to promote and increase awareness of AIHP's historical collections.*

Action Item 3: *A secondary priority for our historical collections is undertaking a comprehensive assessment of the long-term space and infrastructure needs of the historical collections and the development of a plan to address these needs.*

Implementation Responsibility: Responsibility for implementation of Action Items 1 through 3 is assigned to the Head Archivist, with active support from the Curator and other members of the collections staff.

STRATEGIC PRIORITY NO. 2: INCREASE AIHP'S OPERATING REVENUES BY AT LEAST \$50,000 ANNUALLY BY JUNE 30, 2024.

Action Item 4: *Over the next three years, AIHP will increase membership revenues by approximately 25% over existing levels by:*

(a) Increasing membership dues in 2022 by approximately 10 percent, and assessing the feasibility of further increases in coming years;

(b) Undertaking the actions necessary to increase Institute membership over the next three years by approximately 10 percent (net of attrition); and

(c) Inviting members to become "Life" members by making a one-time lump-sum contribution of the prescribed amount.

Implementation Responsibility: Responsibility for implementation of Action Item 4 is assigned to the Executive Director with support from Institute staff.

Action Item 5: *Over the next three years, AIHP will increase the number of National Association sponsors from seven to ten.*

Implementation Responsibility: Responsibility for implementation of Action Item 5 is assigned to the Executive Director and the President, with active support from members of the Board of Directors and other senior leaders who have relationships with targeted organizations.

Action Item 6: *The Institute will actively pursue grants to fund specific Institute projects or initiatives.*

Implementation Responsibility: Responsibility for implementation of Action Item 6 is assigned to the Head Archivist, with active support from the Historical Director and the Executive Director.

Action Item 7: *The Institute will undertake special campaigns designed to increase annual giving (i.e., gifts and donations separate from membership dues) from Institute members and supporters to approximately \$10,000 per year.*

Implementation Responsibility: Responsibility for implementation of Action Item 7 is assigned to the Executive Director with active support from other Institute staff.

Action Item 8: *As a secondary priority, the Institute by June 2024 shall establish a planned giving program to increase giving in the form of bequests and planned gifts.*

Implementation Responsibility: Responsibility for implementation of Action Item 8 is assigned to the Executive Director.

STRATEGIC PRIORITY NO. 3: INCREASE PARTNERSHIPS AND COLLABORATIONS WITH PHARMACY, PHARMACEUTICAL, AND HISTORICAL ORGANIZATIONS.

Action Item 9: *AIHP will engage and collaborate with its national sponsors on mutually beneficial pharmacy history-related projects that offer them reciprocal value for their support of the Institute.*

Implementation Responsibility: Responsibility for implementation of Action Item 9 is assigned to the Executive Director and the Head Archivist, working with Board members who have relationships with sponsoring organizations.

Action Item 10: *Over the next three years, AIHP will reinvigorate its relationship with pharmacy education:*

(a) *The Institute will reconceptualize the Pharmacy Education Fund to serve as not only a membership category but also a platform for substantive engagement with U.S. schools and colleges of pharmacy.*

(b) *The Institute will work to promote the teaching of the history of pharmacy in pharmacy schools and colleges by:*

(1) *Advocating to ensure that meaningful instruction regarding the history of pharmacy remains part of the updated ACPE accreditation standards for PharmD programs; and*

(2) *Working with pharmacy educators to continue to offer resources that aid, facilitate, and promote the teaching of the history of pharmacy.*

(c) *The Institute will deepen its ties with the AACP History of Pharmacy Special Interest Group as a means to strengthen and expand its engagement with pharmacy educators interested in the history of pharmacy.*

Implementation Responsibility: The President shall appoint a “Pharmacy Education Fund Task Force,” chaired by the Executive Director, which shall be responsible for implementation of Action Item 10(a).

The President shall appoint a an “Accreditation Standards Task Force,” chaired by Cynthia Boyle, which shall be responsible for implementation of Action Item 10(b)(1).

Responsibility for implementation of Action Item 10(b)(2) is assigned to the Executive Director and the Historical Director, working with the Fischelis Scholar.

Responsibility for implementation of Action Item 10(c) is assigned to the Historical Director, the Executive Director, and Catherine Taglieri.

Action Item 11: *The Institute will devote time and effort to developing a sustainable ongoing relationship with the United States Pharmacopeial Convention (USP).*

Implementation Responsibility: Responsibility for implementation of Action Item 11 is assigned to the Executive Director, working with William Zellmer and Melissa Corrigan.

Action Item 12: *AIHP will develop an online directory of U.S.-based pharmacy museums and archives. As part of this effort, AIHP should work to establish informal lines of communication with these organizations in order to advance the Institute's role as the central clearinghouse in the U.S. for matters related to the history of pharmacy and pharmaceuticals.*

Implementation Responsibility: Responsibility for implementation of Action Item 12 is assigned to the Curator/Program Manager. Institute staff shall actively solicit volunteers to support this project.

STRATEGIC PRIORITY NO. 4: INTEGRATE AND PROMOTE DIVERSITY, EQUITY, AND INCLUSION IN ALL ASPECTS OF AIHP'S PROGRAMS AND OPERATIONS.

Action Item 13: *Within the next year, AIHP will develop and adopt a diversity, equity, and inclusion values statement.*

Implementation Responsibility: The President shall appoint a "DEI Values Statement Task Force," chaired by Melissa Corrigan, which shall be responsible for drafting the DEI Values Statement and presenting a draft of the Statement to the Board of Directors not later than June 2022.

Action Item 14: *Over the next three years, AIHP will work to diversify the composition of its Board of Directors.*

Implementation Responsibility: Responsibility for implementation of Action Item 14 is assigned to the President, working with the Nominating Committee and the Executive Director.

Action Item 15: *In each of the next three years, AIHP will offer programming or special content in our journal that addresses diversity, equity and inclusion issues in the history of pharmacy and pharmacy practice.*

Implementation Responsibility: Responsibility for implementation of Action Item 15 is assigned to the Historical Director working with Institute staff.

Action Item 16: *AIHP over the next three years will work to increase its engagement with pharmacy organizations and institutions that serve traditionally underrepresented groups in the profession.*

Implementation Responsibility: Responsibility for implementation of Action Item 16 is assigned to a working group comprised of John Grabenstein, John Clark, the Head Archivist, and the Executive Director.