

## Business Development Committee 2012-2013

### Committee Members

Member	Address	Phone/Fax	Email
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<b>Sommi, Roger</b> Past Chair (2012) Chair (2007-2011) (2006-2013)	University of Missouri-Kansas City School of Pharmacy 2464 Charlotte Kansas City, MO 64108	816-512-7475 816-512-7478	sommir@umkc.edu
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### Charges for Business Development Committee 2012-2013

<b>1. Further relationships that provide insight and guidance into what Annual Meeting and other product grants should be submitted and to where (both pharma and non-pharma resources).</b>	Standing
a. Actively begin to apply for educational grants for the Annual Meeting starting October 1. Continue process as grant sites become available through the start of the new year. <i>Due: 01/31/2013</i> <i>Metric: Grant applications to identified companies consisting of past and potential supporters.</i>	Standing
<b>2. Review symposia and other proposals as submitted by education companies</b>	Standing
<b>3. Update the annual sponsor prospectus</b> <i>Due: 06/15/2012</i>	Standing
a. Plan ahead to have any member demographic questions added to the membership satisfaction survey. <i>Due: 05/10/2012</i>	Standing
<b>4. Schedule meetings with CPNP members employed within the pharmaceutical industry &amp; pharmaceutical industry grant departments to discuss 2013 product theater &amp; other funding possibilities, the new corporate sponsorship program &amp; areas of corporate interest</b> <i>Due: 08/30/2012</i> <i>Metric: Holding of calls and documentation of recommended directions.</i>	Standing
<b>5. Further refine process for symposia development and solicitation for offerings at the Annual Meeting</b> <i>Due: 05/15/2012</i>	Standing
a. After successfully partnering with selected CME companies, ensure that symposium proposals are developed and uploaded to grant sites between October 1-January 31, or as grant sites are available <i>Due: 01/31/2013</i> <i>Metric: 75% of developed symposium ideas completed and uploaded to grant sites.</i>	Standing
b. Have 8-10 written symposium ideas developed, creating a "concept bank", using an agreed upon template for presentation to potential programming partners. <i>Due: 06/30/2012</i> <i>Metric: Written documents available for distribution to identified medication education companies by deadline.</i>	Standing
c. Identify medical education companies and contacts that CPNP could/should approached regarding symposia development and schedule calls accordingly <i>Due: 07/15/2012</i> <i>Metric: Review of ACPE and CME providers list, discussions with Current Psychiatry to identify contacts, phone calls to past medication education company partners, identification of main psychiatry meeting providers. Prime targets contacted by phone by staff. Holding of calls and documentation of recommended directions.</i>	Standing
d. Develop a consistent template/format for symposium proposals developed by the committee. <i>Due: 05/30/2012</i> <i>Metric: Finalization of template.</i>	Current Year

<b>6. Prepare a proposal to the CPNP Board regarding a possible corporate sponsorship program to be offered to pharmaceutical companies</b>	Current Year
<i>Due: 06/15/2012</i> <i>Metric: Completion of proposal</i>	
a. Consult with legal and accounting professionals to ensure legal and tax related consequences are determined, considered and addressed in the final draft of the board proposal	Current Year
<i>Due: 06/10/2012</i> <i>Metric: Document and reflect information and recommendations from accountant and attorney in communication procedures and accommodate within internal processes and documentation.</i>	
b. Prepare materials, web pages and a launch of corporate sponsor program to CPNP members employed within the pharmaceutical industry	Current Year
<i>Due: 07/15/2012</i> <i>Metric: Development and distribution of communication pieces.</i>	
c. Invite CPNP members working within pharma to meet with the BD committee during the 2012 CPNP Annual Meeting in order to obtain their input into a possible corporate sponsor program	Current Year
<i>Due: 05/15/2012</i> <i>Metric: Scheduling and implementation of meetings at the 2012 Annual Meeting and documentation of recommendations.</i>	
d. Provide a comment period for CPNP members within pharma not at the Annual Meeting to provide input into the structure and components of a corporate sponsor program	Current Year
<i>Due: 05/21/2012</i> <i>Metric: Launch of a web-based survey to capture and consider feedback.</i>	
e. Review other association corporate sponsor programs and contact association staff for input as possible	Current Year
<i>Due: 05/22/2012</i> <i>Metric: Summary report of findings demonstrating common and differing elements of various plans.</i>	