



# Minutes of the ACDP Executive Council

## Fall Meeting 2004

Members Present: Drs. Cala, Scarpa, Best, Bergman, Spielman, Navar, Granger and Ms. Lowy, Executive Assistant

The Executive Board met on December 2, 2004 from 4:00 to 5:00 pm at the Maui Prince Hotel.

The Council discussed arrangements for the 2005 ACDP meeting. It was agreed at last year's ACDP meeting that the organization would hold its meetings jointly with the AAMC Chairs of Basic Science Departments meetings whenever they occur. The next AAMC meeting is October 7-9, 2005 at the Marriott City Center, Salt Lake, Utah. The ACDP will organize a limited program in conjunction with the AAMC meeting. Peter Cala will continue his position as President of the ACDP for another year in accordance with the proposal approved by the membership at the 2003 business meeting.

The Council discussed the slate for this year's elections. Dr. Navar will remain as CAS representative since he has been elected to the CAS Board. Nominations were made to fill two councillor's seats (term ending in 2007) and the position of secretary/treasurer (term ending 2007). Dr. Meredith Bond will begin serving a one year term as councilor this year (term ending in 2005).

Council requested that a permanent list of past officers and councilors be kept and made available at the Council meetings to facilitate the nomination process. It was also requested that a copy of the bylaws be kept available at all Council meetings.

Dr. Best presented the budget and expenditures for the past year. The Association remains in good financial standing with net assets at the end of this budget year projected to be approximately \$58,000. This figure represents a bit more than the associations average expenditures for one year. It was suggested that the Association investigate using a money market account to hold its assets to increase the yield on this yearly surplus.

The Council discussed strategies for increasing membership and participation in Association activities. It was suggested that more frequent mailings and the enhancement of the Web site to include additional information of interest to the

members. Drs. Navar and Scarpa agreed to work on this issue. The Council also discussed changes to the annual survey with the aim of increasing the number of departments that participate. It was suggested that the salary data was not needed as the AAMC figures were more useful and accurate.

## **Minutes of the ACDP Business Meeting I Fall, 2004**

The Business Meeting was convened by Dr. Cala at 1:15 on December 3, 2004.

Dr. Navar discussed updates to the Learning Objectives. The CV and renal sections are being revised. Volunteers were identified to help with revision of the cell physiology and endocrinology sections.

Dr. Granger summarized joint initiatives between the ACDP and the APS. A web site for Medical Physiology Course Directors is being developed with financial assistance from the APS. A committee has been appointed to develop strategies to increase undergraduate programs in physiology.

Dr. Frank reviewed recent activities of the APS particularly in the area of public access to the scientific literature. The APS is an active participant in the DC Principles Coalition that represents the views of the not-for-profit publishers.

Tony Scarpa reviewed information from the latest CAS meetings concerning medical school applications and enrollments.

A call was made for nominations for the open councilor and secretary/treasure positions.

## **Minutes of the ACDP Business Meeting II Fall, 2004**

Dr. Cala reconvened the business meeting at 2:45 on December 4, 2004.

The slate of nominees for the councilor and secretary/treasurer positions was announced and the membership voted by secret ballot. Dr. Richard Moss was elected secretary/treasurer for a term ending in 2007. Drs Michael Jennings and Ken Phillipson were elected councilors with terms ending in 2007.

Dr. Best presented the financial report. The Association remains in sound financial condition and will carry forward a positive balance into 2005.

Tony Mazzachi discussed the current situation in Washington with regards to research funding. He also described activities of the AAMC and the CAS.