



**Association of Chairs of Departments of Physiology  
November 29 – December 1, 2007**

**ACDP Executive Council  
Minutes**

Present: William S. Spielman, President; Nicola C. Partridge, President-Elect; Raymond A. Frizzell, Michael L. Jennings, Susan L. Hamilton, Muthu Periasamy, R. Clinton Webb, Councilors; Meredith Bond, L. Gabriel Navar, CAS Representatives

Absent: Richard N. Bergman, Past President; Richard L. Moss, Secretary-Treasurer; Kenneth D. Philipson, Councilor

- I. Guyton Award Lecture
- II. Elections
  - a. Nominees for President
  - b. Nominees for Councilor
- III. 2008 Annual Meeting
- IV. Site Visit Travel for President-elect
- V. ACDP Budget
- VI. Newsletter
- VII. USMLE

Opening remarks

The president, William Spielman, called the meeting to order at 4:14 pm and welcomed the members of the Executive Council to Puerto Vallarta.

Guyton Award Lectureship

Spielman reminded Council that the new Guyton Award Lectureship was approved last year. Its purpose is to bring someone of scientific status to the meeting to help draw more members to attend. Included is an honorarium of \$1,000 and travel costs. Membership dues for 2007 were increased by \$50 to support the lectureship. The first Guyton Award Lecturer selected was H. Lee Sweeney from University of Pennsylvania School of Medicine.

Council discussed how to select future awardees. It was agreed that nominations would be solicited from the entire ACDP membership. A subcommittee of the Executive Council, composed of the two second-year Councilors and the President, will work as a selection committee. The final choice will be sent to the full Executive Council for approval.

Last year it was suggested that ACDP contact the publishing company of the Guyton textbook to see if they would consider sponsoring the Lectureship. President-elect Partridge will contact John Hall, the co-author of the textbook, to get his opinion. If he is in agreement, a letter signed by all three Presidents about sponsorship will be sent to the company.

### Elections

Council discussed various members for the offices of President-elect, Secretary-Treasurer, and Councilor (2 positions). Spielman will check with those people about their willingness to serve, as well as invite nominations from meeting attendees.

### 2008 Annual Meeting

President-elect Nicola Partridge noted that she considered several sites for the 2008 meeting, including Key West, Puerto Rico, Jamaica, St. Thomas, Dominican Republic, Barbados, and Curacao. Many were very expensive, already booked, or not interested. She visited the two most promising sites, Dominican Republic and Curacao. She announced that she selected Curacao as the site for the 2008 meeting and is working on finalizing the contact with the Marriott property. The cost will be \$129 for single or double occupancy; it is not an all-inclusive.

One of the main difficulties Partridge had when looking for a site was the price limits ACDP has set for the hotel room costs to the members. Council agreed that those are guidelines only and that future President-elects should try to get the best deal available but not be limited by any actual number.

For the meeting program, Partridge mentioned she is considering talks on the new "Gateway" exam (depending on how that discussion is resolved), centralized vs. departmental administrative support, and scientific sessions with several presentations in the same area. Other ideas would be welcome.

### Site Visit Travel for President-Elect

Partridge thanked Council for approving her trip to site visit the two possible 2008 meeting locations. This was approved as a one-time expense by Council because of her late election to the position after the previous President-elect had to step down.

Council discussed whether to pay for each President-elect's trip to visit possible meeting locations. In the past, the President-elect paid his own way. It was decided that if the President-elect is using the trip as a vacation in addition to the site visit, then he/she should be responsible for the costs of the trip. Council did agree to pay the President-elect's airfare to visit one site if needed. If there are extenuating circumstances, then Council should be contacted before additional funds are allocated.

### ACDP Budget

The 2007 ACDP budget through Sept. 30 was distributed. With the increase in dues, the Society saw an increase in income of \$6,000. There was a significant decrease in meeting registration income as the travel agent collected registration fees this year instead of ACDP. Meeting expenses are down as well because the travel agent is handling the meeting. Once the final costs are in and the reimbursement is received from the travel agent, the budget will be clearer. Spielman will present the budget to the membership during the Business Meeting in the absence of the Secretary/Treasurer.

### Newsletter

The Council was reminded it voted last year to have a newsletter and that the Secretary/Treasurer was selected to be the editor. No one informed the Secretary/Treasurer and so it didn't get done. It was suggested and agreed that any news just be emailed to the membership by the ACDP staff. News should any new members or department name changes, budget information, along with the award announcements and other opportunities sent out now.

### USMLE

CAS representative Navar updated Council on the issues facing the medical community over the proposed changes in the US Medical Licensing Exam (USMLE). He distributed background information and the letter sent by The American Physiological Society to the National Board of Medical Examiners (NBME) about the proposed changes. Tony Mazzaschi, the AAMC Director of CAS Affairs, and Martin Frank, Executive Director of the APS, will be at the meeting to discuss the issue. Navar will present it to the membership during the Business Meeting and lead a discussion to see whether the membership wants a separate ACDP letter or to sign on to an existing letter.

Partridge noted that she had been invited to attend a January meeting with NBME and will be happy to present the ACDP view.

The meeting adjourned at 5:30 pm.

## **ACDP Business Meeting I Minutes**

The Business Meeting was convened by President William Spielman at 2:40 pm on November 30, 2007.

A call was made for nominations for President-elect, Secretary/Treasurer, and the two open Councilor positions.

### Guyton Award Lectureship

Spielman announced that he was pleased to present the first annual Guyton Award Lectureship to H. Lee Sweeney, University of Pennsylvania School of Medicine. This will be an annual award selected by the President from the nominations of the membership to bring world-class researchers to the meeting to present their work. He noted that a selection committee comprised of the President and two Councilors will be responsible for selecting each awardee.

### APS Updates

Martin Frank, APS Executive Director, reviewed the partnership that exists between APS and ACDP. Joint efforts include the annual space and budget survey and other surveys as requested by ACDP members, Survey of Recent Doctoral Recipients, Medical Physiology Learning

Objectives, Professional Skills Listing, animal usage statements, and Medical Physiology Course Directors website.

APS has several new programs. NIGMS funded a Professional Skills Training Grant for APS to develop two online professional development courses. APS Council recently agreed to continue and subsidize the live training workshops based on those courses for the next 3 years (2008-2010). APS is now a partner with MentorNet, an award-winning one-on-one mentoring program. APS trainee members can participate as a protégé and any physiologist can be a mentor. A new short-term award program for APS is the stop-gap postdoctoral fellowships. The award is for up to 10 postdoctoral fellows who had a priority score of 200 or less on their NIH application but missed the pay line; deadline for applications is January 2. APS has also begun "Life Lines," a podcast feature linked from the web site.

On the public policy front, APS continues to work with FASEB on issues of NIH funding. The Society has also been active in trying to defeat the Farm Bill, one element of which would ban Class B dealers. APS has also been actively discussing the proposed changes of the USMLE. Hannah Carey, the current APS President has sent a letter to the NBME urging them to work with APS to ensure that physiology is integrated throughout the medical school curriculum. APS has been invited to meet with a representative from NBME during Experimental Biology but plans to try and meet earlier with them.

#### LCME Changes

L. Gabriel Navar, one of the Council of Academic Societies (CAS) representatives from the ACDP to the AAMC, reviewed the background and possible issues surrounding the recent notice by the NBME to revise the USMLE. The membership was invited to discuss the issue and determine whether ACDP should write its own letter to the NBME or whether it would prefer to sign onto the APS or another existing letter.

President-elect Nicola Partridge announced that she had been invited to a meeting in January with the NBME to discuss their plans. Harel Weinstein suggested it would be beneficial for ACDP to develop a list of talking points that Partridge could use at that meeting and that could be shared with other societies. It would allow for a more united voice from the various disciplinary societies, even if not everyone agreed with all the points. The membership agreed and asked Partridge to draft a list of talking points with the assistance of the Executive Board. Weinstein and Michael Miller also agreed to assist in finalizing the talking points.

#### CAS Update

L. Gabriel Navar and Meredith Bond described their role as CAS representatives. At the recent CAS meeting, among the issues discussed were background checks of potential medical students, strategic planning, NIH funding, and animal welfare. As a CAS Board member, Navar also attended the CAS Leadership Retreat. The next CAS meeting is March 6-8, 2008; everyone is invited to attend.

#### Medical Physiology Learning Objectives

Navar also gave an update on the joint ACDP/APS Medical Physiology Learning Objectives project. A new version was published in 2007 and included revised renal, cardiovascular, and

respiration sections. During the revision process, an effort is being made to include pathophysiology objectives in each section. Up to 15 copies are free to any department through the APS Education Office. Volunteers were requested to review other sections to see if they need to be revised.

## **ACDP Business Meeting II Minutes**

Spielman reconvened the business meeting at 1:30 pm on December 1, 2007.

The slate of nominees for President-elect, Secretary/Treasurer, and the Councilor positions was announced and the membership voted by secret ballot. Meredith Bond was elected President-elect. Chris Cheeseman was elected as Secretary-Treasurer. Steven R. Houser and Gary Sieck were elected Councilors with terms ending in 2010. A new CAS representative will need to be identified to replace Bond.

The financial report was presented by President Spielman in the absence of the Richard Moss, the Secretary-Treasurer. The Association remains in sound financial condition and will carry forward a positive balance into 2008, because of the increase in dues and the management of the meeting by the travel agent.

Spielman announced that the ACDP Distinguished Service Award would be presented at the banquet to William H. Dantzler, University of Arizona School of Medicine, to honor his service as a past President and Councilor of ACDP, CAS President and CAS representative, and Distinguished Service Member of the AAMC.

Nicola Partridge, ACDP President-elect, announced that the 2008 ACDP meeting would be held December 4-7, 2008 at the Curacao Marriott Beach Resort in Piscadera Bay, Curacao.

The meeting was adjourned at 3:15 pm.

Respectfully submitted,

William S. Spielman, Ph.D.  
President