



**Association of Chairs of Departments of Physiology  
December 3 – 6, 2009**

**ACDP Executive Council  
Minutes**

Present:, Meredith Bond, President; R. Clinton Webb, President-Elect; Nicola C. Partridge, Past President; Chris Cheeseman, Secretary-Treasurer; Nicholas Delamere, Marshall Montrose, Muthu Periasamy, Gary Sieck, Councilors; L. Gabriel Navar, CAS Representative

Absent: Raymond Frizzell, Steven R. Houser, Councilors; William Spielman, CAS Representative

- I. Approval of Executive Council 2009 Minutes
- II. Guyton Award Lecture Selection Process
  - a. Councilors to assist
  - b. Suggestions for 2010
- III. Elections
  - a. Nominees for President
  - b. Nominees for Secretary-Treasurer
  - c. Nominees for Councilor
  - d. Nominees for CAS Representative
- IV. ACDP Budget
- V. Newsletters
- VI. 2010 Annual Meeting

The President, Meredith Bond, called the meeting to order at 4:00 pm and welcomed the members of the Executive Council to Tucson.

**I. Approval of 2008 Executive Council Minutes**

Council unanimously approved the 2008 minutes of the Executive Council meeting as written.

**II. Guyton Award Lecture Selection Process**

Bond reminded Council that there is a process in place for selecting the Guyton Award Lecturer. Nominations are first solicited from the entire ACDP membership. A subcommittee of the Executive Council, composed of the two new second-year Councilors and the new President, work as a selection committee. The final choice is sent to the full Executive Council for approval. For 2010, Montrose and Delamere will assist Webb in selecting the Lecturer.

Navar suggested that Webb contact the publishing company of the Guyton textbook to see if they would consider sponsoring the Lectureship. Partridge noted that last year she contacted John Hall, the co-author of the textbook, who said he thought it would be difficult to get any sponsorship from the company. Webb agreed he would contact the company to see if they were interested.

Bond recommended that Webb immediately start to identify possible candidates for the award, as many of the more well-known people have full schedules and are difficult to get less than a year

in advance. Webb noted that he will begin soliciting nominations, with the goal of naming the 2010 Lecturer by March 1, 2010.

### **III. Elections**

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

Cheeseman reminded the Council that his term will end in 2010. He recommended that everyone begin thinking about someone who could replace him next year.

### **III. ACDP Budget**

Cheeseman reviewed the 2009 budget with Council. He noted that the Society is in good financial shape with over \$21,000 more than at this time last year. He pointed out the increase was because ACDP collected registration fees this year whereas the travel agent did that last year. Final totals for the year will be less because meeting expenses still have to be finalized. He will present the budget to the membership during the Business Meeting.

### **IV. Newsletters**

Navar reminded Council that they had voted to have a newsletter for the membership. It was agreed that the Secretary-Treasurer would write and distribute the newsletter. Cheeseman apologized for not getting any sent out over the past year. His new position took a great deal more time than he had expected. He will begin sending them on a quarterly basis, starting with a report on this meeting. Newsletters will contain updates, such as CAS reports, Medical Physiology Objective updates, reports from NIH, joint ACDP/APS initiatives, updates on changes to the LCME, etc. In addition, they will also include notices of new chairs.

### **V. 2010 Annual Meeting**

President-elect Webb announced that he selected Hyatt Regency Coconut Point Resort and Spa in Bonita Springs, FL for the 2010 ACDP meeting. He will make a presentation during the Business Meeting.

He requested input from Council regarding the program for the meeting.

The meeting adjourned at 5:35 pm.

# **ACDP Business Meeting I Minutes**

## **I. Call to Order**

The Business Meeting was convened by President Meredith Bond at 2:40 pm on December 4, 2009.

## **II. Approval of 2008 Draft Meeting Minutes**

The minutes from the 2008 Business Meetings were unanimously approved as submitted.

## **III. Announcement of 2009 Guyton Award Lectureship**

Bond announced that the 3<sup>rd</sup> Arthur Guyton Lectureship will be given by Helen Hobbs, M.D., Ph.D. from University of Texas Southwestern Medical Center at Dallas. The lecture is titled "MicroRNA Control of Heart Development and Disease."

## **IV. Announcement of 2009 Distinguished Service Awardee**

Bond also announced that Phyllis M. Wise, Ph.D., Provost & Executive Vice President at the University of Washington, will be presented with the 2009 ACDP Distinguished Service Award at the banquet. Wise will be honored for her service as the first female President-elect, as a past Councilor of ACDP, a past Councillor for APS and distinguished physiologist.

## **V. Call for Nominations for Officer Positions**

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

## **VI. Financial Report**

The financial report was presented by Secretary-Treasurer Chris Cheeseman. The Association remains in sound financial condition and will carry forward a positive balance into 2010 because 2008 meeting costs remained down. Although the numbers look very positive now with a \$21,000 excess from this time last year, meeting expenses have yet to be paid. A final 2009 budget will be presented at the 2010 ACDP meeting held during the Experimental Biology meeting. The financial report was accepted unanimously by the attendees.

## **VII. Medical Physiology Learning Objectives**

Navar reminded the chairs that the Medical Physiology Learning Objectives continually need to be reviewed and updated to keep them current. In addition, Pathophysiology objectives need to be added to each section. Sign-up lists were available for attendees to volunteer to assist in the project and breakout sessions were held Saturday morning. Groups were established for each section of the objectives except for respiration.

## **VIII. CAS Updates**

Navar described the roles of the two ACDP CAS representatives (Navar and Spielman) and the governance of the AAMC. Navar is currently serving a second term on the CAS Board. The AAMC By-laws and governance structure were reviewed last year and no changes were recommended.

Other topics of interest to AAMC and CAS are changes in the USMLE, medical schools and their programs, background checks on incoming students, and current legislative items. In addition, CAS also is interested in the physician work force, curriculum changes, and interacting with osteopathic schools.

CAS did raise the issue of having another National Basic Sciences meeting. The last one was held in 2005. Initially another one was tentatively scheduled for 2010, but with the economy woes, it has been delayed for a future, unspecified date.

The next CAS meeting is scheduled for March 4 in Austin, TX. Topics under consideration will include identifying evolving issues in medical school teaching, health care reform, faculty leadership development, and the recruitment and retention of faculty.

## **ACDP Business Meeting II Minutes**

### **I. Call to re-convene**

Bond reconvened the business meeting at 2:17 pm on December 5, 2009.

### **II. Election of Officers**

The slate of nominees for President-elect and Councilors was announced and the membership voted by secret ballot. Gary Sieck was elected President-elect. Patricia Molina and Michael Reid were elected Councilors with terms ending in 2012.

### **III. 2010 ACDP Meeting**

R. Clinton Webb, ACDP President-elect, announced that the 2010 ACDP meeting would be held December 2-5, 2010 at the Hyatt Regency Coconut Point Resort and Spa in Bonita Springs, FL.

Attendees suggested that a portion of the meeting be devoted to new chairs. Suggestions included 1) allowing new chairs or new attendees more of an opportunity to introduce themselves to the group, 2) initiate a type of mentoring program to pair more experienced chairs with new chairs for a year to help with their transition in the new job, and 3) have sessions where chairs can discuss issues they are facing in their departments and institutions in breakout groups and then report back to the entire group. Mazzaschi mentioned that many clinical societies start their annual meetings with half day of training for new chairs. In addition, he noted that AAMC offers new chair training workshops.

### **IV. Adjournment**

The meeting was adjourned at 2:40 pm.

Respectfully submitted,

Meredith Bond, Ph.D.  
President