



**Association of Chairs of Departments of Physiology
December 1 – 4, 2011**

**ACDP Executive Council
Minutes**

Present: Gary Sieck, President; Marshall Montrose, President-Elect; R. Clinton Webb, Past President; Susan DeMesquita, Secretary-Treasurer; Patricia E. Molina, T. Richard Nichols, Bishr Omary, Michael Reid, Councilors; L. Gabriel Navar, CAS Representative

Absent: Nicholas A. Delamere, Michael Sturek, Councilors

- I. Approval of Executive Council 2011 Minutes
- II. Guyton Award Lecture Selection Process
 - a. Councilors to assist
 - b. Suggestions for 2012
- III. Elections
 - a. Nominees for President
 - b. Nominees for Secretary-Treasurer
 - c. Nominees for Councilor
 - d. Nominees for CAS Representative
- IV. ACDP Budget
- V. 2012 Annual Meeting
- VI. Other Business

The President, Gary Sieck, called the meeting to order at 4:10 pm and welcomed the members of the Executive Council to Playa del Carmen.

I. Approval of 2010 Executive Council Minutes

Council unanimously approved the 2010 minutes of the Executive Council meeting as written.

II. Guyton Award Lecture Selection Process

Sieck announced that the 2011 Guyton Award Lecturer was Paul Welling from the University of Maryland Medical School. He 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 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 2012, Nichols and Sturek will assist Montrose in selecting the Lecturer.

Sieck noted that the process worked very well and that he received approximately 10 nominations. Herecommended to Montrose that he 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. He suggested March 1 as a good deadline for naming the Lecturer. Former nominations will be forwarded to Montrose for his consideration.

III. Elections

Council discussed various members for the offices of President-elect, Secretary-Treasurer, Councilor (2 positions) and CAS Representative. Navar offered to serve an additional year as CAS representative to avoid having both representatives on the same rotation. The Council agreed that would be beneficial. Sieck agreed to ask the suggested nominees about their willingness to serve, as well as invite nominations from meeting attendees.

IV. ACDP Budget

Council reviewed the 2011 budget. It was pointed out that the Society is in good financial shape. Because Classic Travel handled registration this year, the 2010 and 2011 numbers are not directly comparable. Only expenses for the first hotel payment are showing for 2011 until the final reconciliation, which will happen later this month or January, depending when the hotel finalizes the bill. However, if those figures are considered, then the bottom lines for the two years are very similar. DeMesquita will present the budget to the membership during the Business Meeting.

V. 2012 Annual Meeting

President-elect Montrose notified the group that he has not yet selected a location for the 2012 ACDP meeting. He will let the membership know during the Business Meeting and ask for recommendations. ACDP will be working with Classic Travel again for the 2012 meeting, so all registrations and hotel reservations will be handled by the travel agency. He will again select an all-inclusive hotel, which means that the food costs for the meeting will be minimal, allowing for reduced costs to the Society.

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

VI. Other Business

A. Membership

Council discussed ways to increase the membership of the Society and attendance at the meeting. Ideas included

- Send out personal invitations to members who only come once in a while or never
- Change meeting agenda to make the meeting more germane to chairs
- Poll the chairs about the meeting and why they do or do not attend and what would make them attend

The meeting adjourned at 5:12 pm.

ACDP Business Meeting I Minutes

I. Call to Order

The Business Meeting was convened by President Gary Sieck at 2:12 pm on December 2, 2011.

II. Approval of 2010 Draft Meeting Minutes

The minutes from the 2010 Business Meetings were unanimously approved as submitted.

III. Announcement of 2011 Guyton Award Lectureship

Sieck announced that the 4th Arthur Guyton Lectureship will be given by Paul Welling, Ph.D. from University of Maryland Medical School. The lecture is titled "Potassium Channels Find Their Way in Membrane Traffic."

IV. Announcement of 2011 Distinguished Service Awardee

Sieck also announced that R. John Solaro, Ph.D., from the University of Illinois, at Chicago will be presented with the 2011 ACDP Distinguished Service Award at the banquet. Solaro will be honored for his service to ACDP and physiology as a discipline.

V. Call for Nominations for Officer Positions

A call was made for nominations for President-elect, Secretary-Treasurer, two open Councilor positions, and Council of Academic Societies (CAS) representative. The membership was reminded that the nominees for President need to have previously served on Council as either Councilors or Secretary-Treasurer.

VI. CAS Updates

Navar and Webb described the roles of the CAS representatives and the governance of the AAMC. Navar recently finished serving his second term on the CAS Board. He announced that he would be willing to serve one more year to offset terms for the two representatives. He encouraged anyone interested in serving as CAS representative to make it a several-year commitment so there would be the opportunity after a few years of visibility for that person to be elected to the CAS Board. Representatives attend the spring meeting of CAS and also the annual AAMC meeting, where CAS plays a role in programming that meeting. He noted that it is very important to have strong ties between ACDP and CAS. However, there are discussions underway in AAMC about changing the composition of CAS. Navar and Webb will monitor that discussion and report back to the membership regarding possible changes.

VII. Financial Report

The financial report was presented by Secretary-Treasurer Susan DeMesquita. The Association remains in sound financial condition. She pointed out that there is a large difference between the 2010 and 2011 numbers as of September 30 each year. This is a result of Classic Travel handling the registrations. Only expenses for the first hotel payment are showing for 2011 until the final reconciliation, which will happen later this month or January, depending when the hotel finalizes the bill. However, if those figures are considered, then the bottom lines for the two years are

very similar. A final 2011 budget will be presented at the 2012 ACDP meeting held during the Experimental Biology meeting. The financial report was accepted unanimously by the attendees.

The meeting was adjourned until the following day at 11:15 am.

ACDP Business Meeting II Minutes

I. Call to re-convene

Sieck reconvened the business meeting at 11:15 pm on December 3, 2011.

II. Election of Officers

The slate of nominees for President-elect, Secretary-Treasurer, Councilors, and CAS Representative was announced and the membership voted by secret ballot. Muthu Periasamy was elected President-elect. Bishr Omary and Charles Wood were elected Councilors with terms ending in 2014. L. Gabriel Navar was elected to serve 1 additional year as CAS Representative.

III. 2012 ACDP Meeting

Marshall Montrose, ACDP President-elect, announced that he was still researching where to hold the 2012 ACDP meeting. However, the dates will be November 30 – December 2, 2012. He is looking at all-inclusive resorts that will allow meeting costs to remain low. He requested ideas for possible locations for the meeting. As soon as a decision is made and the contract signed, members will be notified.

IV. Adjournment

The meeting was adjourned at 12:00 pm.

Respectfully submitted,

Susan DeMesquita
Secretary-Treasurer