



Association of Chairs of Departments of Physiology
November 28 - December 2, 2012

**ACDP Executive Council
Minutes**

Present: Marshall Montrose, President; Gary Sieck, Past President; Patricia E. Molina, T. Richard Nichols, Charles Wood, Bishr Omary, Michael Sturek, Councilors; L. Gabriel Navar, R. Clinton Webb, CAS Representatives

Absent: Muthu Perisamay, President-Elect; Susan DeMesquita, Secretary-Treasurer; Michael Reid, Councilor

- I. Approval of Executive Council 2011 Minutes (Montrose)
- II. Guyton Award Lecture Selection Process
 - A. Councilors to assist (Omary & Wood)
 - B. Nominees for 2013
- III. Elections
 - A. Nominees for President
 - B. Nominees for Councilor (replacing 2: Molina, Reid)
 - C. Nominees for CFAS Representative (replacing Navar)
- IV. ACDP Budget (DeMesquita)
- V. 2013 Annual Meeting Plans (Periasamy)
- VI. Other Business
 - A. Ideas to attract individuals responsible for discipline of Physiology at institutions regardless of department label
 - B. Dealing with CAS to CFAS transition at AAMC
 - C. Support of Bruce Undergraduate Excellence Awards (4 @ \$500)
 - D. New ACDP logo

The President, Marshall Montrose, called the meeting to order at 3:05 pm and welcomed the members of the Executive Council to Punta Cana.

I. Approval of 2011 Executive Council Minutes

Council unanimously approved the 2011 minutes of the Executive Council meeting as written.

II. Guyton Award Lecture Selection Process

Montrose announced that the 2012 Guyton Award Lecturer will be Irena Levitan from the University of Illinois at Chicago. 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 2013, Omary and Wood will assist Periasamy in selecting the Lecturer.

Montrose noted that the process worked very well and that he received approximately 10 nominations. He will recommend to Periasamy 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 Periasamy for his consideration. Other names were suggested and those nominations will be forwarded as well.

III. Elections

Council discussed various members for the offices of President-elect, Councilor (2 positions) and CAS Representative. Montrose agreed to ask the suggested nominees about their willingness to serve, as well as invite nominations from meeting attendees.

IV. ACDP Budget

Council received the 2011 final financial statement and 2012 year-to-date. Because of the absence of the Secretary-Treasurer, it was not discussed. DeMesquita will present the budget to the membership during the Business Meeting.

V. 2013 Annual Meeting

President-elect Periasamy was not able to attend the Council meeting to provide an update on his plans for the 2013 meeting. However, he has elected to work with Classic Travel again for the 2013 meeting, so all registrations and hotel reservations will be handled by the travel agency. He also will be looking to select an all-inclusive hotel.

VI. Other Business

A. Ideas to attract individuals responsible for discipline of Physiology at institutions regardless of department label

Council discussed ways to increase the membership of the Society and attendance at the meeting. The merging of departments could have an impact on the membership as Physiology is merged with other disciplines, also with a chairs organization.

The problem of lecturing being taken from basic science departments and given to clinicians, who are only willing to give the lectures and leaving everything else to others, was also discussed.

Nichols pointed out that there are more undergraduate programs offering degrees in physiology and those could be targeted for membership.

B. Dealing with CAS to CFAS transition at AAMC

Navar updated the group on the upcoming transition of the Council of Academic Societies to the Council of Faculty and Academic Societies. AAMC was concerned that the members of CAS might not be representing the faculty in as direct a way as initially envisioned. The idea was raised many times but nothing ever done until this year. To ensure faculty have that direct representation, two faculty members from each participating institution will be added to CFAS. One of the faculty should be a senior faculty member (professor, chair) and the second a newer faculty member within 10 years of appointment.

Navar pointed out that CFAS reps from ACDP act as a conduit for information from AAMC to the Society but also have the opportunity to help shape policy, as recently happened in the changes to the National Board exams.

Some Societies are threatening to stop paying dues or sending representative to the meetings. A letter from APS to AAMC and the received response were discussed.

C. Support of APS Bruce Undergraduate Excellence Awards (4 @ \$500)

Montrose raised the idea of ACDP giving support to the APS David S. Bruce Awards for Undergraduate Research, which are given out at the Experimental Biology meeting. The awards are \$500 and Montrose suggested supporting four awards for a total of \$2000. Council expressed agreement with the idea, so Montrose will bring to the membership during the Business Meeting for a formal vote.

D. New ACDP logo

Montrose presented the Council with possible new logos for ACDP. He pointed out the age and poor condition of the logo and that other societies, such as APS, recently developed more contemporary looking logos. He distributed several new looks and will bring to the membership during the Business Meeting for a vote to see if any meet with approval.

The meeting was adjourned at 4:45 pm.

ACDP Business Meeting I Minutes

I. Call to Order

The Business Meeting was convened by President Marshall Montrose at 9:40 am on November 30, 2012.

II. Approval of 2011 Draft Meeting Minutes

The minutes from the 2011 Business Meetings were unanimously approved as submitted.

III. Call for names for 2013 Guyton Award Lectureship

Montrose reminded the membership that they have the opportunity to nominate people for the 2013 Guyton Award Lectureship. Nominations should be sent to the President-elect Muthu Periasamy (periasamy.1@osu.edu) or to the two Councilors who will be assisting in the selection process, Bishr Omary (mbishr@umich.edu) and Charles Wood (cwood@phys.med.ufl.edu).

IV. Call for names for 2013 Distinguished Service Awardee

Montrose also asked that members wanting to nominate someone for the 2013 Distinguished Service Award for 2013 should submit that name to President-elect Muthu Periasamy (periasamy.1@osu.edu), who will be making the selection.

V. Call for Nominations for Officer Positions

A call was made for nominations for President-elect, two open Councilor positions, and a Council of Faculty and Academic Societies (CFAS) 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 reminded the group that he and Webb are the ACDP representatives to the Council of Academic Societies (CAS). CAS represents medical faculty to the AAMC, along with the Council of Deans and Council of Teaching Hospitals and Health Systems. Representatives not only act as a conduit from AAMC back to the societies but also can play a critical role in effecting policy. For example, CAS played a significant role in getting modifications made to the proposed USMLE changes to ensure that basic science departments were not adversely affected by them.

Navar announced that this year, after many years of consideration, a decision was made to transition CAS to the Council of Faculty and Academic Societies (CFAS). AAMC was concerned that the members of CAS might not be representing the faculty in as direct a way as initially envisioned. To ensure faculty has that direct representation, two faculty members from each of the 150 participating institution will be added to the two representatives of the 60-80 professional society members to constitute CFAS. One of the faculty should be a senior faculty member (professor, chair) and the second a newer faculty member within 10 years of appointment. There are still many details to be worked out before the change takes effect in July

2013, such as how the faculty members will be elected, how institutions will be assessed dues, and how the make-up of the Board will be changed.

Martin Frank, Executive Director of The American Physiological Society, outlined the concerns of APS to this change. Those include paying over \$10,000 in dues because of the number of APS members and having a much more diluted voice with the additional approximately 300 faculty representatives joining CFAS. APS has offered ideas to strengthen CAS as it exists now and have written a letter to AAMC with questions about the changes but have not received a reply. APS will continue to monitor developments and make a decision in 2013 whether to continue to participate in CFAS.

Navar pointed out that CFAS reps from ACDP act as a conduit for information from AAMC to the Society but also have the opportunity to help shape policy, as recently happened in the changes to the National Board exams.

He encouraged anyone interested in serving as CFAS 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 CFAS Board. Representatives attend the spring meeting of CFAS and also the annual fall AAMC meeting, where CFAS plays a role in programming that meeting. He noted that it will be very important to have strong ties between ACDP and CFAS.

Montrose noted that ACDP dues are very reasonable because of the number of members. Joshua remarked that ACDP should wait and see how the new system works and whether the Society fits in that system and use it to our best advantage. The group agreed to continue to participate in CFAS.

VII. Financial Report

The financial report was presented by Secretary-Treasurer Susan DeMesquita. She distributed both a 2011 end-of-year financial statement and 2012 year-to-date report. She pointed out that the Society is in good financial shape. The past years when the meeting has been held at an all-inclusive resort, the meeting has made between \$1000 and \$2000. This is very good and helps keep the organization in good financial shape. She encouraged the group to continue to select all-inclusive properties to help keep meeting costs down. Membership dues are down slightly and will be targeted in 2013 to bring that number back up.

VIII. Support of APS Bruce Undergraduate Excellence Awards

Montrose suggested and ACDP Council endorsed the idea of providing support to the APS David S. Bruce Awards for Undergraduate Research, which are given out at the Experimental Biology meeting. The awards are \$500 each (\$100 for abstract awardees and \$400 for poster presentation awardees). Four awards are proposed for a total of \$2000 per year for 3 years, with a review of the support in 2 years. Frank pointed out that the total amount Bruce awardees receive is \$500, but \$100 of that is covered from another source. Therefore the \$2000 offered by ACDP could be spread over 5 award winners. A motion was unanimously approved to provide \$2000 support for the APS Bruce undergraduate awards per year for 3 years. Frank indicated that he will provide ACDP with a memorandum of agreement early in 2013. Reid asked that ACDP be notified of their awardees and be given copies of their abstracts each year.

IX. New ACDP logo

Montrose presented the group with possible new logos for ACDP. He pointed out the age of the logo and that other societies, such as APS, recently developed more contemporary looking logos. He distributed several new looks and ask the members to vote for one in each design group. The winners from each group will be voted on again at Saturday's Business Meeting to select the final logo.

The meeting was adjourned until the following day at 12:30 pm.

ACDP Business Meeting II Minutes

I. Call to re-convene

Montrose reconvened the business meeting at 12:57 pm on December 1, 2012.

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. Michael Reid (University of Kentucky) was elected President-elect. Chris Cheeseman (University of Alberta) and Joseph Metzger (University of Minnesota) were elected Councilors with terms ending in 2015. Marshall Montrose elected to serve as CAS Representative.

III. New Logo

Montrose presented the three finalist logos and the members voted for their favorite. Suggestions included adding color to the final version, considering other fonts, and de-emphasizing the word "Departments." These suggestions will be taken back to the graphic artist for consideration before a final version is presented.

IV. 2013 ACDP Meeting

Muthu Periasamy, ACDP President-elect, announced that he was still researching where to hold the 2013 ACDP meeting. However, the dates will be December 5-8, 2013. He is looking at all-inclusive resorts that will allow meeting costs to remain low. He is considering sites at a Caribbean Island, Mexico, and Jamaica but requested other ideas for possible locations. As soon as a decision is made and the contract signed, members will be notified. He will be asking the Councilors for assistance in increasing the number of members attending.

Montrose asked for feedback on the new meeting format instituted this year where attendees have the afternoon off but return for sessions after dinner. Consensus from participants was very positive about the new format, other than possibly starting evening sessions at 6 instead of 7 pm.

Joshua suggested making the major emphasis of the 2013 meeting be outreach to undergraduate departments or programs. However, it was pointed out that the cost of travel to the meeting could be a major barrier for those people. That might require independent funding and workshops for them to make it feasible for them to attend.

Montrose noted that there are about 12 or so “Departments” of Physiology in undergraduate colleges. There was a discussion of the current efforts for the development of undergraduate physiology programs in the US. These courses are mostly run out of medical schools and are non-voting members at the Dean of Science-Chairs of Departments meetings.

It was suggested that ACDP consider having a presence at the APS Undergraduate Poster Session to recruit veterinary, osteopathic, and other similar departments for membership in ACDP.

V. Adjournment

The meeting was adjourned at 1:20 pm.

Respectfully submitted,

Susan DeMesquita
Secretary-Treasurer