



**Association of Chairs of Departments of Physiology
Leadership Retreat
Cabo San Lucas, Mexico
December 5 – 11, 2016**

**ACDP Business Meeting I
Minutes**

I. Call to Order

The Business Meeting was convened by President T. Richard Nichols at 8:56 am on December 9, 2016.

II. Approval of 2015 Draft Meeting Minutes

The minutes from the 2015 Business Meetings were unanimously approved as submitted.

III. Call for names for 2017 Guyton Award Lectureship

Nichols requested nominations from the membership for the 2017 Arthur C. Guyton, Jr. Distinguished Award Lectureship. Any nominations should be sent to President-elect Charles Wood or second-year Councilors Edward Morrison and Marlene Wilson for consideration.

IV. Call for names for 2017 Distinguished Service Awardee

Nichols also requested that any nominations for the 2017 ACDP Distinguished Service Award be submitted to Wood for his consideration.

V. Call for Nominations for Officer Positions

A call was made for nominations for President-elect, Secretary-Treasurer and two open Councilor position. The membership was reminded that the nominees for President need to have previously served on Council as either Councilors or Secretary-Treasurer. The deadline for nominations is Saturday by 10:00 am.

VI. Financial Report

The financial report was presented by Secretary-Treasurer Elsa Mangiarua, which compared the 2016 year-to-date budget numbers (as of 9/30/16) compared with 2015 at the same point in time. Mangiarua noted that ACDP remains in good shape financially. At this point in the year, the budget is showing a loss of \$2,800. Meeting costs again are not included yet because the travel agency was used. Membership dues are down by \$6,000 but several payments have come in since the report so that number will be less. Nothing was done differently this year other than using the new ACDP Connect to send out the first two notices. This year it will only be used to send the first

and direct email will be used for the rest. Travel expenses were down as the President-elect did not do a site visit for the 2017 meeting location. However, he has been encouraged to do so and has agreed to visit in the new year. Under Professional Fees, there is a charge of almost \$3,000 which was not charged at this point in time in 2015. That is for Lowy's salary, which is invoiced monthly. Previously it was funds for APS services, which was processed only once per year, at the end of the year. So it will be equaled out at the end-of-year budget. Therefore, all things considered, the budget shows no change or a slight increase in funds.

VII. CFAS Update

R. Clinton Webb and Nick Delamere are the current ACDP representatives to the Council of Faculty and Academic Societies (CFAS). Gary Sieck is one of the two APS representatives, along with Mike Levitzky. Webb reminded the group that CFAS was created in July 2013 and was formerly known as the Council of Academic Societies until it was opened to include two representatives from each of the 150 medical schools as appointed by the Deans. This was to ensure that faculty would be represented directly as initially envisioned. One of the faculty representatives is supposed to be a senior faculty member (professor, chair) and the second a newer faculty member within 10 years of appointment. Most societies, ACDP included, remain concerned about the dilution of the societies' voices. The other two Councils are the Councils of Deans and of Administrators.

Information on this year's spring meeting was distributed in the Leadership Retreat program. Both Webb and Delamere attended that meeting as it's a smaller meeting with less of a clinical focus. None of the three attended the large general fall meeting. Webb reported that the meeting included interest groups for the first half-day, such as research, departmental issues, etc. Unfortunately, it appears that graduate and post-graduate programs are not well represented in the CFAS compared with residence programs. There was quite a focus on mentoring and residencies in the program. It appears as though most Deans continue to appoint clinical people to the faculty slots. Webb encouraged everyone to see if their institution has representatives and if not, consider volunteering themselves or someone from their department to ensure basic science representation.

The next CFAS meeting is scheduled for spring 2017. Information on that meeting will be reported to the ACDP membership via email and at the ACDP meeting scheduled for Experimental Biology.

VIII. David S. Bruce Awards for Excellence in Undergraduate Research

Lowy reminded the members that last year ACDP approved providing support for the APS David Bruce Undergraduate Awards at a sum of \$2,000 for another 3 years (2016-2018). This support began in 2012. Because of that support, additional awards were given in 2016. A total of 30 Outstanding Abstract Awards were given and from those, 15 Excellence in Undergraduate Research Awards were awarded based on poster

presentations at EB. The Undergraduate Poster session then featured those awardees and about 100 other undergraduates presenting their research. ACDP members were urged to remind any faculty attending EB to attend that session and support the undergraduates. This year's awardees and host researchers are listed in the meeting program book.

IX. New Business

There was no new business.

The meeting was adjourned until the following day at 11:30 am.

**ACDP Business Meeting II
Minutes**

I. Call to re-convene

Nichols reconvened the business meeting at 11:20 pm on December 10, 2016.

II. Election of Officers

The slate of nominees for President-elect, Secretary-Treasurer and Councilors was announced and the membership voted by secret ballot. Janice H. Urban (Rosalind Franklin University of Medicine and Science, Chicago Medical School) was elected President-elect. Elsa I. Mangiarua (JCE School of Medicine, Marshall University) was re-elected as Secretary-Treasurer for another 3-year term. V. Gustavo Blanco (Kansas University Medical Center) and Christopher Hardin (University of Missouri) were elected Councilors with terms ending in 2019.

III. 2017 ACDP Meeting

Charlie Wood, ACDP President-elect, announced that the 2017 ACDP meeting will be held November 30-December 3, 2017 at the Hilton Rose Hall Resort and Spa in Montego Bay, Jamaica. He gave a slide presentation about the meeting site. He plans to conduct a site visit in January 2017.

IV. Adjournment

The meeting was adjourned at 11:50 am.

Respectfully submitted,

Elsa Mangiarua
Secretary-Treasurer