

ACVM Board of Governors Meeting

Conference Call

10:30 AM- 12:00 PM, Friday, March 13, 2015

1. Call to Order by C. Chase at 10:37 am Eastern
2. The agenda was unanimously approved with the addition of discussions regarding the possibility of paying for Go to Meeting or something similar for BOG meetings, ABVS recertification requirement, and the ACVM stance on Ebola, as time permits.
3. Roll Call (R. Wilkes) Diplomates present for the call: Chris Chase, Amelia Woolums, Tim Frana, Deep Tewari, Hemanth Naikare, Kumaran Subbiah, Eileen Thacker, Amy Swinford, Dave White, Josh Daniels, Anil Thachil (joined later), and Becky Wilkes
4. Consent Calender
 - a. Approve December minutes- motion was made by R. Wilkes to approve December 2014 BOG minutes, seconded by T. Frana, and unanimously approved.
5. Officer Reports
 - a. A. Woolums – committee status, Amelia reported she will make sure new committee recommendations are available to present to the BOG for voting at the July meeting (as stated in the by-laws).
 - b. R. Wilkes- Secretary and American Board of Veterinary Specialists (ABVS) reports:
 1. R. Wilkes gave an update on new applicants for certification for 2015- 3 thus far but most applications are submitted right before the deadline.

2. R. Wilkes gave a summary of highlights from the ABVS meeting that was held in Feb 2015 at the AVMA headquarters in Schaumburg, IL.
 - a. ACVM received full recognition by the ABVS for 2015
 - b. According to a change made in 2014 to the ABVS Policies and Procedures manual, the term “Diplomate” should be reserved for those individuals that have taken and passed a certifying exam. Therefore, the designation “Honorary Diplomate” should not be used and should be replaced with “Honorary Member”. This requires a change to the ACVM by-laws.
 - c. ABVS is changing wording in its Procedures and Policies manual to state that ABVS does not require specialty colleges to approve training programs.
 - d. ACVM will have a 5 year report due to ABVS in 2015.
3. ABVS recertification/maintenance of certification (MOC) requirement- ABVS will require all diplomates certified in 2016 and beyond to recertify/participate in a maintenance of certification program to be developed by each individual specialty college for its diplomates. Diplomates certified prior to 2016 will not be mandated by the ABVS to comply with the program, and it will be at the discretion of each college to determine if those certified prior to 2016 will have to participate and how the program will be implemented. Based on discussions R. Wilkes had with other specialty college representatives at the ABVS meeting in Feb 2015, several of the colleges are not making participation in recertification/MOC a requirement

for those certified prior to 2016. Certificates presented to ACVM diplomates up to this point have not been time dated. C. Chase suggested he would be willing to alpha test the self-reporting system that will be developed with Sephone (ACVM Website Developer) and other BOG members could do the same. It was suggested that all diplomates, including those that are certified prior to 2016, be given online access to report MOC activities. R. Wilkes made a motion recommending that the BOG policy state that in accordance with ABVS Policy and Procedures, ACVM diplomates certified in 2016 and beyond are required to recertify/maintain certification according to the recertification document in preparation that will be approved by the ACVM BOG. K. Subbiah seconded the motion, and the motion passed unanimously. The ad hoc Recertification Committee needs to be approved by the BOG as a standing committee and added to the by-laws.

c. T. Frana – Treasurer Report

1. ACVM currently has approximately \$33,322 in cash/savings and about \$18K in CDs, equaling \$51,262 in total assets. The largest expense was CRWAD this fiscal year at \$11,650 and total expenses have been \$25,732.

2. T. Frana and R. Wilkes (with student help) have prepared a list of diplomates with delinquent dues and have searched for current contact information for these diplomates. 32 diplomates owe dues for >3 years and emails have been sent to 21 of them (6 emails returned). Seven of these people have responded to this point, with 4 people paying the required 3 years of dues (according to motion approved by BOG Dec 2014) to maintain active status. Certified letters will be sent to the

non-responders and additional people from the list as current contact information is found. Those not paying owed dues by July 1, 2015 will be removed from the ACVM roster. Additional diplomates owe for 1 or 2 years, and changes made to the Sephone website will help diplomates keep track of dues payments.

3. T. Frana filled the tax return for ACVM for 2014.

4. T. Frana also moved the point of contact for the ACVM CDs to his residence.

K. Subbiah moved to accept the treasurer's report, seconded by H. Naikare, and was unanimously approved.

6. Old Business

- a. Website – R. Wilkes, Diplomates now have the capability to log onto the website to update their own contact information. Sephone continues to make progress with the website upgrades.
- b. Listserv – D. White- the listserv is ready to mass subscribe and the newsletter is ready to be sent out to the membership. D. White is currently the only one that will monitor the listserv. The newsletter will be sent out by March 15th to satisfy the requirement in the by-laws for BOG candidate info to be distributed for voting by then.
- c. Consultation Update –C. Chase- Jennifer Stalley has received 14 boxes of old ACVM files from J. Fahey. She has gone through the files and will let us know from a legal standpoint what needs to be kept. An SOP will need to be generated for record keeping. J. Stalley will contact past ACVM presidents and continue her research of our records. She is still within her ACVM BOG approved budget.

7. New Business

- a. Examinations Committee -Consultation with a psychometrician - J. Daniels submitted a letter to the BOG outlining his recommendations for improvement to the ACVM exam process and summarized his letter for the BOG. Discussions centered on use of a psychometrician for evaluating the exam process and grading, including cut-score approach. A motion was made by A. Woolums for J. Daniels to get estimates from 2-3 psychometricians for the BOG to evaluate. K. Subbiah seconded, and the motion passed unanimously.

J. Daniels also suggested ACVM use ExamSoft to administer its exams. Several of the other specialty colleges have adopted this online method. Exams can be administered anytime, from anywhere, and test question performance data is captured automatically. The cost is \$50/person/year and it was discussed that this could pay for itself through cost savings from not having to rent rooms at CRWAD to administer the exam and pay travel expenses for exam committee members to administer the exam at a distant location. The statistical analysis of test questions is currently being done by J. Daniels with a complicated process through GradeCam that will not be easily transferred to the next Exam Committee Chair without advanced knowledge of Excel. A motion was made by K. Subbiah for J. Daniels to obtain further information about ExamSoft, seconded by T. Frana, and unanimously approved.

- b. Continuing Education and Program Committee- AAVLD and CRWAD A. Thachil; A. Thachil (CE chair) mentioned he has communicated with 3 of the committee members regarding ACVM CE at the AAVLD meeting this year, which could potentially be a symposium on advanced diagnostic techniques (ie

Luminex, WGS, Maldi). T. Frana mentioned the bacteriology committee (AAVLD) is already planning a mini-symposium for advanced diagnostic techniques that ACVM could co-sponsor. A. Thachil will contact the bacteriology committee regarding sponsorship of this mini-symposium

- c. Brainstorming- How can ACVM be seen by AVMA and other associations as the go to group for infectious disease/immunology expertise? Discussion on this topic was limited by time but it is the goal of the ACVM to increase its visibility with veterinary groups. Potential means of increasing our visibility would be with communication, such as displaying information on our website about emerging diseases or sending out newsletters. C. Chase mentioned he would like to spend time during quarterly meetings brainstorming on this topic.

8. Adjourn- A motion was made by T. Frana to adjourn, seconded by C. Chase, and unanimously approved. Meeting was adjourned at 12:01 pm Eastern.

Minutes approved by BOG July 17, 2015