

AMERICAN COLLEGE OF VETERINARY MICROBIOLOGISTS
BOARD OF GOVERNORS' MEETING

Hyatt Regency Minneapolis
Lake of the Isles Room
Minneapolis, Minnesota
Monday, July 18, 2005

MINUTES

Attendees: Dr.'s C.C.L. Chase, C.S. Hayhow, S.B. Kleiboeker, M. Libal, B. Love, S.C. Olsen, A. Phipps, J.A. Roth, J. Timoney and A. Woolums

Board Members Present: Dr.'s C.C.L. Chase (2006), C.S. Hayhow (2005), S.B. Kleiboeker (2005), M. Libal (2008), B. Love (2007), S.C. Olsen (2006), A. Phipps (2008), J.A. Roth (President), J. Timoney (2007), and A. Woolums (2005).

Call To Order

President Jim Roth called the meeting to order at 9:00 AM. The newly elected Board members were introduced and graciously welcomed to the ACVM Board. They are Mary DeBey, Melissa Libal and Andrew Phipps. Dr. Kent Ames appeared before the ACVM Board to discuss the AVMA Fellowship Program. Dr. Robert Hoy coordinates the program within the AVMA office. Dr. Ames summarized how he interacts with our government leaders to ensure they are properly informed on topics relevant to veterinary medicine. His presentation was a "call to arms for help" from our college. We should send a letter to Dr. Hoy outlining what the American College of Veterinary Microbiologists does. Next, the minutes from the November 14, 2004 ACVM Board of Governors' meeting held in Chicago, Illinois were reviewed. One correction was made to the minutes. Motion by Chris Chase and second by John Timoney to approve the minutes. The motion passed unanimously

Secretary-Treasurer's Report

- a. Chris Hayhow summarized the financial status of the college since he was appointed Secretary-Treasurer to replace Kenny Brock. As of June 30, 2005 we had a balance of \$17,433.52 in our checking account and \$13,949.19 in CD's, for a total of \$31,382.71. We discussed the need to prepare a revised budget for the next fiscal year. We also discussed auditing the books at the ACVM Board meeting in St. Louis in December 2005. A new ACVM Audit Committee will be appointed to review the ACVM financial records.
- b. Request for Emeritus Status: Richard Hidalgo, Deoki Tripathy, Gerald Buening and Tim Crawford were proposed as new ACVM Emeritus Diplomates. Motion by Steve Kleiboeker and second by Steven Olson to

- approve the requests for Emeritus status for these Diplomates. The motion passed unanimously.
- c. Deceased: none
 - d. Mail votes taken by the ACVM Board. Motion by Amelia Woolums and second by Chris Chase to approve the following mail votes taken by the ACVM Board since our meeting in Chicago in November 2004. 1) minutes from the meeting of August 16, 2004; 2) financial report for 2004-2005; 3) nomination of T. G. Nagaraja as a candidate for ACVM Honorary Diplomate status; 4) funding for a speaker at AAVLD for \$375.00; and 5) recommendation of the ACVM Examinations Committee concerning candidates for certification by examination for 2005. The motion to approve these votes was unanimously approved.
 - e. Electronic newsletters and ballots: The Board discussed the cost of sending newsletters by postal mail. Due to cost and time it was agreed that all newsletters and ballots would be sent by e-mail in the future, unless a request is received by the ACVM Secretary-Treasurer to send the items by postal mail. Motion by Steve Kleiboeker and second by Steven Olsen that future newsletters and ballots be sent by e-mail unless a request is received for postal mail. The motion was unanimously approved.

Committees

- a. **Examinations Committee:** Dr. Steve Kleiboeker, Chair
We had an outstanding response to our solicitation for ACVM applicants for 2005. The committee reviewed 18 applications for certification by examination for 2005. They recommended that 17 of the applicants be approved with 1 applicant denied. The applicant that was denied, applied by the alternate route. The reason the committee voted to deny the applicant was that they agreed the training was not equivalent to a Ph.D. The committee agreed to review the application requirements for alternate route applicants and provide a recommendation to the ACVM Board.
- b. **Continuing Education and Program Committee:** Dr. Eileen Thacker, Chair
In the absence of Eileen Thacker, Chris Hayhow reported that the title of the symposium for this year is "Use of Genomics for Disease and Vaccine Research." Fund raising efforts have been initiated. Chris Chase agreed to contact AAVI concerning funding activities.
- c. **Continuing Education Funding Committee:** Dr. D. Scott McVey, Chair
In the absence of Scott McVey, Chris Hayhow reported that we have already generated \$4,000.00 in support of the joint ACVM/AAVI symposium at the 2005 CRWAD meeting.
- d. **Graduate Student Awards Committee:** Dr. Steven Olsen, Chair
Steven indicated that committee activities are ongoing. He requested volunteers to grade papers and posters at the CRWAD meeting in December.

- e. **Nominating Committee:** Dr. Terry Bowersock, Chair
In the absence of Terry Bowersock, Jim Roth agreed to contact Terry to initiate the process as soon as possible. If you are interested in serving on the ACVM Board of Governors' please contact Terry Bowersock as soon as possible.
- f. **Honorary Diplomate Selection Committee:** Dr. Terry Bowersock, Chair
In the absence of Terry Bowersock, Jim Roth agreed to contact Terry to initiate the process as soon as possible. If you are aware of a deserving candidate please contact Terry Bowersock as soon as possible.
- g. **Recruitment Committee:** Amelia Woolums, Chair
Amelia Woolums presented a detailed report on recommendations from the committee. Items identified included 1) expose students early in their veterinary curriculum or undergraduate program to opportunities in veterinary microbiology, 2) make veterinary graduate students in microbiology training programs, and veterinarians working in microbiology, more aware of ACVM, 3) update the criteria for Board certification, and make sure the description of training held by diplomates is more clearly defined, 4) work with veterinary colleges, microbiology departments, and departments of veterinary science to develop training programs in clinical veterinary microbiology. Similar programs in nosocomial disease control would also be of value. Items aimed at raising the profile of ACVM were also proposed. The presentation was favorably received by the Board. The Board recommendation to the committee was to prioritize the proposed activities and prepare a budget and timeline for each task for submission to the ACVM Board as soon as possible. Guidelines were proposed concerning ACVM awarding a new award. The award would be called the "Outstanding Veterinary Microbiologist Award." The ACVM Nominating Committee would solicit nominations. The ACVM Board would review the credentials of each candidate and vote on the most deserving candidate, if any. Motion by Amelia Woolums and second by Brenda Love to approve the recommendation of the committee for the new award. The motion was unanimously approved.
- h. **Budget Committee:** Dr. Chris Hayhow, Chair
Chris Hayhow stated that by the time the ACVM Board meets in December in St. Louis he will have a better idea as to the ACVM income and expenses for a full year. We agreed to have an audit done of the books at that time. Chris Chase agreed to serve as Chair of the committee.
- i. **American Board of Veterinary Specialties:** Dr. Chris Hayhow
Chris Hayhow reported that he attended the ABVS meeting in February 2005. A report of the ABVS activities was printed on page 1789 of the June 1, 2005 JAVMA, Volume 226, Number 11. Actions included five revisions to the policies and procedures manual of the ABVS. First, specialty organizations should be incorporated before a recommendation for recognition reaches the board. Second, minor changes were recommended to help clarify the minimum time between credentialing and

examination. Third, in accordance with the Americans for Disabilities Act, each organization will be required to accommodate reasonable requests from applicants with documented disabilities for special test considerations. Fourth, the annual report form was clarified. Fifth, organizations will be required to submit their policies and procedures manual, standard operating procedures, or other documentation that will clarify the organization's operation.

- j. **COBTA:** Dr. Chris Chase
Chris Chase reported that the major issue before COBTA is labeling of pet food.

Motion by Steve Olsen and second by John Timoney to approve the Secretary-Treasurer and all of the Committee reports. The motion passed unanimously.

Old Business

- a. ACVM Biosecurity Task Force: Jim Roth stated that we currently have approximately 7 Diplomates approved for the ACVM Biosecurity Task Force.
- b. CRWAD Banquet: Chris Hayhow reported that the banquet will be held at Patrick's Restaurant on Monday December 5, 2005. The fee is \$40.00 per person. To encourage prospective new ACVM Diplomates, we discussed having a reduced fee for potential candidates when invited by an ACVM Diplomate. Motion by Amelia Woolums and second by Chris Chase that the fee for a prospective Diplomate invited by an ACVM Diplomate shall be \$20.00. The motion passed unanimously.
- c. AAVI/ACVM Symposium: Chris Chase agreed to work with the membership of AAVI as well as Scott McVey concerning fundraising for the symposium.

New Business

- a. Election of a new ACVM Vice President: Motion by Chris Chase and second by Steve Kleiboeker to approve Dr. M.M. Chengappa as ACVM Vice President. The motion passed unanimously.
- b. ABVS representative: Steve Kleiboeker was approved as the alternate representative to ABVS.
- c. Election plans for an ACVM President: Jim Roth agreed to work with the ACVM Nominating Committee concerning the upcoming ACVM election for a President and three new Board members.
- d. Agreement with AAVI: Chris Chase agreed to discuss fundraising activities with members of AAVI.
- e. ACVM Constitution and By-laws: Jim Roth presented two proposed changes to the ACVM By-Laws. First, By-Laws Article 1, Section 2.(6) should be changed to be consistent with Article 1, Section 3.(2). The new

verbiage was proposed to read "... at the close of the July Board meeting." Motion by Amelia Woolums and second by Steven Olsen to approve the proposed change to By-Laws Article 1, Section 2.(6). to read "Newly elected members of the Board shall take office at the close of the July Board meeting." The motion passed unanimously. Second, By-Laws Article 1, Section 7.(2) should be revised by changing the word "report" to "activities." The revised sentence would read "Shall create appropriate committees, appoint committee members and supervise their activities." Motion by Melissa Libal and second by Brenda Love to approve the proposed change to By-Laws Article 1, Section 7.(2). The motion passed unanimously.

- f. Bioterrorism meeting: Steven Olsen reported that ACVM members may be solicited concerning the meeting in 2006. Jim Roth reported that he is a member of the National Science Advisory Board for Biosecurity.

Adjourn

The meeting was adjourned at approximately 11:53 AM.