

## ACPV Board of Governors Meeting

### Minutes

Sunday, July 15, 2018

7:00 am to 10:00 am

Governors Square 17

Sheraton Denver Downtown Hotel

Denver, Colorado

**Meeting Called to Order By:** President Eric Gingerich

**Note Taker:** Janece Bevans-Kerr

**Attendees:** Eric Gingerich, David Hermes, Karen Grogan, Suzanne Dougherty, Andrea Zedek, James Barton, Rocio Crespo, Kelli Jones, Robinette Gilbert, Guerillmo Zavala, Sharon Heins-Miller, Don Ritter, Sarah Tilley, Susan Williams, Joel Cline, Daniel Shaw, John Schleifer, Ian Rubinoff, David French, Janece Bevans-Kerr, Bob Bevans-Kerr

President Eric Gingerich called the meeting to order and welcomed the newly elected governors to the board. They are Andrea Zedek, President Elect, Suzanne Dougherty, Executive Vice President, Susan Williams, Governor and Joel Cline, Governor. They will officially take office at the end of the ACPV Annual Business Meeting.

Minutes of the Previous Meeting

**Action Item:** Motion to approve the minutes of the previous meeting. --Dave Hermes

Second: Sharon Miller

Motion passed.

### Report of Officers

Executive Vice President's Report

#### **Financial Report and 2018-2019 Budget**

Karen Grogan reported.

The biggest issue affecting the budget and the membership for in the next few years is the next revision of the exam. We will be tapping a lot of volunteers to get that done. Dues are coming in well. The College is doing well financially. The 2018-2019 budget includes a 3% management increase. We will be hearing a proposal to do the exam electronically. The proposal includes a \$60 increase for the exam fee. There has been an increase in the number of applicants to sit for the exam in the last couple of years which means an increase in revenue coming in.

**Action Item:** Motion to approve the budget. --David Hermes

Second: James Barton

Motion passed.

#### **Report on 10-year CE Review and Dues Collection**

Janece Bevans-Kerr reported.

#### 2017 Membership Statistics

297 Diplomates total in the College

252 Diplomates

41 Emeritus Diplomates

4 Honorary Members

2018 Membership Statistics

308 Diplomates total in the College

259 Diplomates

44 Emeritus Diplomates

5 Honorary Members

2018 ACPV Dues Payments

7 Diplomates have not paid as of May 16, 2018:

WyChee Chiang

Josh Hatkin

Tom Inglis

David Mills

Jocelyn Romano

Bradley Turner

Ricardo Valle

As of May 16, 98% of ACPV Diplomates have paid.

Janece recommend per ACPV policy, that David Mills be removed from the College for non-payment of dues in 2016, 2017 and 2018.

**Action Item:** Motion to remove David Mills from College. --David Hermes

Second: James Barton

Motion passed.

2016 CE Review

There are no outstanding issues from the 2016 CE review.

2017 CE Review

The following Diplomate's CE submissions were reviewed from 2007 to 2017. All had sufficient CE.

Class of 1997:

Brian Wooming

Charles Corsiglia

Dave Fernandez

David Pyle

Enrique Montiel

James Davis

Julio Cruz-Coy

Rocio Crespo

Samuel Christenberry

Steve Breeding

Steven Clark

Trish Marsh Johnson

Class of 2007:

Bradley Jordan Turner

Marilyn Finklin

Neil Stewart-Ambrose

Mohamed Abdul-Careem

Requesting Medical Waiver for 2017

John Barnes

## Committee Reports and Issues

### Credentials Review Committee Report

David French reported for chair, Matilde Alfonso.

There were 20 applications to sit for the exam this year. The committee recommended 16 to sit for the exam. There are some issues with applicants failing to supply diplomas or licenses. This is mostly an issue for foreign applicants. David suggested that foreign licenses with no date, should be required to send a letter to say how long their license is valid. The committee would like to have a checklist that says exactly what foreign applicants need to apply. (For example, how long a license is valid.) Comments included asking the committee to take care as ACPV has had applicants in the past who have purchased a license.

**Action Item:** Don Ritter will find out what the USDA does to verify a veterinary degree for FSIS.

There is currently no standard of what applicants need to supply to verify they are qualified to practice veterinary medicine. ACPV is unique in the number of foreign applicants we will accept.

Do we need the current license part? Maybe we just need to verify the veterinary degree. Could also make the applicant provide what is required to get a veterinary degree in their country. Have applicants document what is the governing body for licensure in their country.

**Action Item:** Credentials Review Committee will provide examples of issues

**Action Item:** Karen Grogan, David French and James Barton will look at the exam application document to add specific information needed for foreign applicants.

### Examinations Committee Report

Ian Rubinoff reported.

#### Report on the 2018 Exam

28 signed up to take the 2018 exam. 21 sat for the exam. 15 were 1st time candidates, 6 were returning. 7 of 21 passed for an overall pass rate of 33%. 6 of the 15 first time candidates passed at a rate of 44%. 1 of the returning candidates passed at a rate of 17%. Ian compared the 2018 pass rates with previous years. The cut scores very accurate for the Practical and Images sections of the exam but appear to be off for the Multiple-Choice section. Candidates consistently score higher than the pass rate. Dr. Tahseen Aziz made a multiple-choice practice exam several years ago. This would be good to have available for candidates on the website.

**Action Item:** Ask Dr. Aziz if he would allow his practice exam to be on the ACPV website.

Dr. Rubinoff reported 5 instances where the text written on the images slide differed from the text in the exam booklet. Two of the instances were major discrepancies. Also, the letter sent to candidates in May indicated that the time for the MC would be 3 ½ hours when the actual time was 3 hours. One of the candidates complained. This is the candidate who failed the exam by ½ point. He may appeal. There are 200 questions on the multiple-choice section of the exam to be completed in 180 minutes. The Exam Committee would like to discuss if more time should be given for the MC. In the Images section there is 1 minute per question. In multiple choice there is less than one minute. Current policy is that a candidate who has failed to pass the exam after 3 attempts must wait a year to reapply to take the exam. Should candidates have to wait one year? The committee may investigate changing that. Is the committee providing feedback to failed candidates? The committee is currently working on a database to tell them exactly the KSAs.

**Action Item:** Approve new Diplomates

Motion from committee to approve the following as Diplomates in the American College of Poultry Veterinarians: Molly Parker, Meagan Slater, Eric Shepherd, Claire-Sophie Rimet, Callie McQuain, Victoria Pratt and Laura Chen

Motion passed.

Report on a Proposal to conduct the ACPV examination electronically

Ian Rubinoff presented the proposal.

The current ACPV boarding exam is a paper-based exam for all three parts. While in 2016, a scan-based grading was used for the multiple choice, the other two sections are manually graded. As the ACPV continues to adapt and align with the American Board of Veterinary Specialties (ABVS), the use of a standardized computer testing will further advance ACPV.

Reasons for computer-based testing

1. Computer-based testing is the standard for most major tests including SAT, ACT, GRE, NAVLE, ACVPM, ACVS, and many others in the veterinary and medical colleges.
2. Computer-based documents are the standard for communication via email, word processing, PowerPoints, and other electronic methods. Additionally, many people are more comfortable typing than handwriting in the current age.
3. The current ACPV practical exam grading relies heavily on assessing spelling, grammar, and communication skills. In the hand-written format, the penmanship and legibility of the candidates is important for the graders ability to accurately assess the content of the answer. Difficulty reading and interpreting the hand-written responses adds time and heightens the possibility for misunderstanding meaning or intent from the test taker.
4. For the images and multiple-choice sections, having computerized answers will speed the process and accuracy of grading. These answers will also be able to go directly into a database to analyze the cut score for future tests.
5. As we strive to improve the exam, we would be able to include a feedback section at the end of the day.

Given the reasons above, the Exam Grading Committee would like to propose starting the computer-based testing in 2019 using the ExamSoft platform.

ExamSoft has experience administering computer-based testing for law school, medical school, and veterinary programs around the country. The main benefits to choosing this program are:

- Security – although each student would use their own windows or mac computer, when the exam is opened, the computer is 100% locked down with no access to the internet or any other windows. The screenshot and screen recording functions are disabled.
- Accuracy – as the number of applicants has increased, this will make it easier to quickly and accurately grade exams and be able to read the essay sections with much greater clarity.
- Data analysis – we are in the middle of a project to upload the last 3 years of new test data into a new database. This online module would streamline this process and give us instant feedback on student performance.
- Exam feedback – we will be able to give detailed analysis of which sections the students need to improve if they failed a section of the exam (anatomy, biosecurity, regulatory, etc.)
- Cost – the cost structure for ExamSoft is based on a minimum of 100 students and also the length of the contract.
  - o 1-year contract - \$60/student, \$6000 minimum
  - o 2-year contract - \$57/student, \$5700 minimum
  - o 3-year contract - \$55/student, \$5500 minimum
  - o Because we are not close to the 100-student threshold, we have opened discussions to join forces with the American College of Veterinary Anesthesia and Analgesia (ACVAA) and the American College of Veterinary Emergency and Critical Care (ACVECC) who have already been using this program for several years. Because our combined student base of our 3 groups would be over 100, and these groups have the 3-year contract, the cost per student per year would be \$55.
  - o We will not have to pay anything until we know how many students we need to register next year.

o with this current year's 28 students, it would cost us \$1540 to administer the exam with this software.

- Autonomy – even working with ACVAA and ACVECC we would have our own secure section to administer our exam and keep all of our test questions and data separate from the other groups.

Proposal

1. Use the ExamSoft platform to administer the ACPV Boarding Exam in 2019

2. Increase student exam application fees by \$60/year to help offset the increase in testing cost

By improving our ability to grade onsite, we will be able to continue the tradition of grading the tests at the AAAP hotel as soon as they are complete, so the new diplomats can join us at the annual breakfast meeting. We would form a small committee—Ian Rubinoff, Tak Niino and Janece Bevans-Kerr, to get the current exam online. UGA is using the software as well. There would be less legal issues if ACPV was able to stay with other Colleges. How long have other Colleges been using this? Several years.

**Action Item:** Motion to approve moving to computer-based exam. –From Committee

Motion passed.

### **Continuing Education Committee**

#### **2018 ACPV Workshop Sacramento Report**

Alejandro Banda reported.

Last year on Sunday April 15, the American College of Poultry Veterinarian through the ACPV Continuing Education Committee organized the workshop titled “Current issues on animal welfare and antibiotic use in poultry: perception vs science.” This workshop was held before the 67th WPDC Annual Meeting, in Salt Lake City, April 15-18, 2018. The objective of this seminar was to present the most current information, and perspectives regarding animal welfare and antibiotic usage in poultry, from the standpoints of poultry production companies, allied industry, and academia. It was a full-day workshop, from 8 a.m. to 4:30 p.m. The program included ten talks of 30 minutes each distributed into four sessions with four Q&A sessions, two coffee breaks and a lunch period. There were a total 91 registered attendees, 80 paid attendees and 11 complimentary for speakers. They received positive evaluations. Details are in the written report. The only concerns were about the audio visual. The screen was too small to see words. Expenses totaled \$10,461.07 and income was \$17,050, making a final profit of \$6,588.93.

#### **Future ACPV Workshops Proposal**

Kelli Jones presented the proposal.

The proposed title for the 2019 ACPV Workshop is, “What’s New & Coming in Poultry Vaccination?” This ACPV workshop is planned for April 2, 2019 a day prior to the WPDC annual meeting April 3-6. The Western Poultry Disease Conference will be held together with the Mexican Association of Poultry Specialists (ANECA) in Mexico. ANECA, is the association for poultry veterinarians and professionals in Mexico, with goals and mission very similar to those of the AAAP. The objectives of this meeting are to highlight the future of poultry vaccines. Talks will focus on what new technology and R&D is progressing in the specific areas of production, administration, & monitoring of tomorrow’s poultry vaccines. Speakers with recognized expertise in the areas of poultry vaccines will be presenting their research and talking about their experience. The committee is proposing a schedule from 7:30am-4:30pm with approximately 8-10 invited speakers each speaking for 30-45 minutes. Speakers will include those from vaccine companies, production, and university researchers. We expect to have 125 attendees plus invited speakers and 14 sponsors.

#### Draft Budget

##### Expenses:

|                    |         |
|--------------------|---------|
| AV Equipment       | \$800   |
| Meals/Breaks       | \$4,000 |
| Management Expense | \$1,000 |

|                 |          |
|-----------------|----------|
| Registration    | \$1,500  |
| Programs        | \$800    |
| Translator      | \$350    |
| Speaker Expense | \$5,000  |
| Total           | \$13,450 |

Income:

|             |          |
|-------------|----------|
| Sponsors    | \$10,000 |
| Registrants | \$11,500 |
| Total       | \$21,500 |

Discussion included: Any problems with workshop in Mexico? Problems from before are not an issue now.

**Recertification Committee**

Janece Bevans-Kerr reported for Mary Pantin-Jackwood.

Committee Members:

Takumo Niino

Kabel M. Robbins

Lynne Luna

Darko Mitevski

Babak Sanei

Charles Stephen Roney

Andres Montoya

Mary Pantin-Jackwood-Chair

The Committee was charged to review and approve ACPV Diplomate CE submissions. The task was to accurately review members' annual submissions for CE for accuracy and relevance. Each Committee member reviewed a portion of the ACPV Diplomate 2017 CE submissions checking if enough CE was submitted and if the meetings/other CE were acceptable.

ACPV Policy for Dues Payments and CE Submissions

- Dues payments and CE submissions are due on January 1 of each year. (Medical waiver requests and exempt year selection are part of the CE submission form and are due on January 1 of each year.)
  - After January 30th, a late fee of \$75 will be added to the dues payment.
  - If CE is not submitted by April 1, the Diplomate must claim that year as an exempt year.
  - A member who fails to pay dues or assessments for six months after the due date for payment thereof shall be designated as not a member in good standing, and shall not be eligible to vote or hold office or otherwise be deemed to good standing until all arrearages (including any which are less than six months past due) are paid in full.
  - Members whose dues or assessments are in arrears for two full years will have their membership revoked after due notice has been given. Members who are deprived of membership through non-payment of dues may be reinstated upon approval of the Board after payment of all arrearages as well as dues and assessments for the ensuing year.

The deadline for dues submission was extended 15 days this year to allow Diplomates ample time to navigate payments on the new website. One Diplomate requested medical waiver for 2017 (John Barnes). The following Diplomates claimed 2017 as an exempt year:

1. Shahn Bisschop
2. David Castellan
3. James Dawe
4. Adrian Thomas Garrity
5. Prashant Nighot

#### 6. Randall Bishop

The following Diplomates must also claim an exempt year because they did not submit CE before the deadline (April 15, 2018):

1. James Barton
2. WyChee Chiang
3. Josh Hatkin\*
4. Tom Inglis
5. David Mills\*
6. Jocelyn Romano
7. Bradley Turner
8. Ricardo Valle

The Recertification Committee reviewed 235 submissions. The Committee met via conference call on May 11, 2018 to discuss the questionable submitted CE. Of the CE reviewed, 10 Diplomates were asked to clarify their submissions, send in documentation and/or submit further CE. 6 Diplomates satisfied further inquiry, 1 Diplomate claimed exempt year, and 3 Diplomates did not respond to the request for more information.

The following Diplomates after being contacted about questionable CE did not respond and must also claim 2017 as an exempt year for not submitting enough CE:

1. Taylor Barbosa
2. Scott David Fitzgerald\* (Insufficient CE also for 2016, 2013 and 2015)
3. Patrice Klein\* (Insufficient CE also for 2016)

\*did not submit sufficient CE for 2016.

The Committee encourages the Diplomates to continue adding to the list of approved meetings for CE.

#### **Training Program Review Committee**

Dan Shaw reported.

Daniel Shaw, Dave Fernandez and Donna Kelly are the members of the committee. Dan is chair.

The committee reviewed eight existing training programs, revised pages 10-11 from the ACPV Procedural Manual and has submitted it to the BOG for approval and also revised the SOP for the Training Programs Review Committee.

The Committee was charged with reviewing the following programs:

1. Mississippi State University
2. North Carolina State University
3. Ohio State University
4. University of Georgia
5. University of Georgia MAHM
6. University of California –Davis/Tulare/Turlock
7. Purdue University
8. Pennsylvania State University

The committee recommends approval of Mississippi State University, North Carolina State University, University of Georgia, University of Georgia MAHM, Purdue University and Pennsylvania State University. Ohio State and UC Davis have only two ACPV Diplomates on faculty and are required to have three.

**Action Item:** Motion from committee to approve the committee's changes to the Procedure Manual. Motion passed.

### **ABVS Report**

James Barton reported.

The ABVS is changing its organizational structure and there will now be a smaller group to run the ABVS. Going forward, they will no longer require a yearly report from each RVSO, but an in depth report every three years. (Previously it was every 5 years.) Telemedicine is currently a big issue and also trademarking names. A botanical medicine group has applied to be a specialty college.

### **Report from the AAAP Liaison**

Rocio Crespo reported.

A Necrotic Enteritis workshop was held prior to the AAAP meeting this year. 270 attended. The 2019 AAAP workshop will be on epidemiology. There are 2020 symposium proposals from Education, Small Flock and TIME committees. AAAP membership AAAP is stable. More new members are women than men and reflects the same as the veterinary profession as a whole. AAAP published a Gross Pathology manual in January. It is a success and almost paid for itself in the first four months. AAAP is asking the membership for proposals on publications.

### **New Business**

#### Request for investigation of an ACPV Diplomate from outside group

Karen Grogan led the discussion.

ACPV received a complaint from a lawyer working for PETA about a Diplomate. A company was taken to court about a charge of cruelty to animals as PETA had obtained video evidence of company personnel drowning pigeons. The ACPV Diplomate wrote a letter that was presented as evidence defending the company's actions. PETA is asking ACPV to take appropriate action as the Diplomate may have violated the ACPV Bylaws' prohibition on "improper conduct." ACPV has never had a complaint from outside the College. There is currently no process to address outside complaints other than exam candidate complaints. This issue was taken to the ACPV Appeals Committee who agreed that ACPV has no process to address outside complaints. The dilemma before the board is how to handle this. ACPV has just instituted a code of ethics which states that two or more Diplomates must make a complaint against another Diplomate for the complaint to go forward. The Ethics Committee can make the following recommendations after investigating the complaint:

Censure—express disapproval

Removal from College

Suspend certificate

Corrective action

Discussion included: Should we tell the PETA lawyer the complaint can't come from PETA, but they must find at least two ACPV Diplomates who will make the complaint to the College? The code of ethics was not published when PETA made the complaint. Should the College be proactive in addressing the issue? PETA may be able to damage the reputation of the College if no action is taken. Can the BOG ask the Ethics Committee to start an investigation? The BOG must consider the consequences to the College as well as the individual Diplomate. A lawyer needs to be consulted on how to respond. We need to go to our insurance carrier first.

**Action Item:** Consult our insurance company about obtaining a lawyer. Also, find a lawyer who has experience in welfare issues.

**Action Item:** Recommend issue go to Ethics Committee. --Don Ritter

Second: Dave Hermes

Motion passed.



### **Bylaws Changes**

Janece Bevans-Kerr reported.

There are two proposed changes to the ACPV bylaws which the board must approve before they are taken to the membership for a vote:

1. Change the name of Honorary Diplomate to Honorary Member and
2. Add the Ethics Committee to the list of ACPV standing committees.

**Action Item:** Motion to accept the proposed changes to the bylaws and move forward with a vote by the membership. –Kelli Jones

Second: Don Ritter

Motion passed.

### **Code of Ethics Revisions**

Janece Bevans-Kerr reported.

The proposed changes to ACPV Code of Ethics would make the process for committee selection and chairmanship the same as the other ACPV committees. The new wording is:

The Ethics Committee will be comprised of 3 Diplomates appointed by the Board of Governors to serve a 3-year term. One member will rotate off the committee each year. The senior member of the committee will serve as chair.

**Action Item:** Motion to accept the proposed change to the Code of Ethics document. –Ken Opengart

Second: Don Ritter

Motion passed.

### **Procedural Manual Update**

Janece Bevans-Kerr reported.

There are three proposed changes to the ACPV Procedural Manual. The first proposed change is to Section 4-5, Training Program Review Committee. The revised wording is proposed by the Training Program Review Committee and adds more specificity to the tasks required of the committee. The second proposed change is to Section 6-0. Miscellaneous, and states that ACPV is an affiliated organization with the AAAP. This proposed change is proposed by the task force to align ACPV and AAAP. The third proposed change is to Section 6-1. Agents or Employees, and states that the ACPV Board of Governors shall appoint a management company to manage the business affairs of the College and the management company will be the same as AAAP. This change was also proposed by the ACPV/AAAP alignment task force.

**Action Item:** Motion to approve changes to the Procedure Manual. --James Barton

Second: Ken Opengart

Motion passed.

### **Cost Estimate to Revise the Exam**

This agenda item was tabled.

### **New Chairs and Committee Members 2018-2019**

Eric Gingerich reported.

The following members have agreed to serve on the following committees:

#### Examinations Committee

Reddy Bommineni

Katherine Hayes

#### Credentials Review Committee

Emily Martin

Training Program Review Committee

Rodrigo Gallardo

Continuing Education Committee

Kelli Jones

Jenny Nicholds

Nominations Committee

Simone Stoute

Recertification Committee

Mary Pantin-Jackwood (Agreed to 2nd term.)

Rosemary Marusak

Ethics Committee

John Schleifer

Elizabeth Dale

Elena Behnke

**Action Item:** Motion to approve the slate of committee members. --James Barton

Second: David Hermes

Motion passed.

**Action Item:** Motion to adjourn. David Hermes

Second: James Barton

Motion passed