

ACPV Board of Governors

Conference Call Meeting

January 14, 2019

1:00 EST

Meeting Called to Order By: David Hermes

Note taker: Janece Bevans-Kerr

Attendees: David Hermes, Eric Gingerich, Andrea Zedek, Sharon Miller, Don Ritter, Sarah Tilley, Susan Williams, Joel Cline, Ian Rubinoff

President David Hermes called the meeting to order for the purpose of discussing and voting on a proposal to hire Robert Malinowski as a consultant for the ACPV Exam. Ian Rubinoff, chair of the Exam Committee subcommittee to explore electronic delivery of the exam led the discussion.

There has been an explosion of candidates approved to sit for the exam in the last several years. When Dr. Rubinoff first joined the ACPV Exam Committee there were 15 candidates sitting for the exam. In 2019, 43 candidates are eligible to sit for the exam. Administering and grading the exam has become a challenge. The Exam Committee has been exploring options for an electronic delivery of the exam for the last 2 years. In July of 2018, the Board of Governors approved using the Exam Soft software to deliver the exam electronically, but ACPV needed to join a group to purchase the Exam Soft licenses as the company requires a minimum purchase of 100 licenses. Quite serendipitously, Dr. Malinowski approached ACPV offering his services as a consultant to upload and deliver the ACPV exam. His business model includes buying the Exam Soft licenses and the cost is distributed per candidate to the Colleges he serves. The Exam Soft license for each ACPV exam candidate will be \$70. Hiring Dr. Malinowski will be an added cost to the College, but the benefits are that he will upload the exam questions into Exam Soft, he will be onsite to proctor the exam and the software will grade the multiple choice and images sections of the exam. The rubric section will also be loaded into Exam Soft but will be graded by the ACPV Exam Committee.

Action Item: Motion to move forward with hiring Dr. Malinowski as a consultant. –Don Ritter

Second: Sharon Miller

Discussion:

Does Dr. Malinowski require a contract? He outlines services per year. He does not require a multi-year contract.

Who owns the Exam Soft software? ACPV owns the exam. If ACPV decided to discontinue using Exam Soft, we would still have the exam in excel files.

Will ACPV need less Diplomates to help with the exam each year? Yes. Dr. Malinowski will be onsite to help deliver the exam. Also, we would not need Diplomates to help grade the images section of the exam. The Exam Committee will grade the practical section and may need additional trained Diplomates for that.

Dr. Malinowski listed that he could give practice tests to candidates. Does ACPV provide practice tests? This is an option ACPV can explore if we want. Suggested that we could explore loading Dr. Aziz's multiple-choice test (donated to AAAP) as an Exam Soft practice test. Dr. Malinowski meets with exam candidates to familiarize them with taking the exam electronically as one of his services.

Vote: Motion passed

Dr. Rubinoff thanked the BOG for approving the proposal and the meeting adjourned.