



Annual Business Meeting
Friday, November 11, 2016
Swissotel, Chicago, Illinois (Zurich EFG)

MINUTES

- 0.0 **Call to Order:** The meeting was called to order at 12:18pm.
- 0.1 **Welcome to New Program Directors:** Karen Souter welcomed all new program directors to the meeting.
- 0.2 **Acknowledgement of Courage to Teach Award Recipients:** Jeff Berger was acknowledged for receiving the 2016 ACGME Courage to Teach Award (given to PD's); Rita Patel will receive the 2017 ACGME Courage to Lead Award (given to DIO's).
- 1.0 **Secretary Report**
- 1.1 **Approval of Minutes from November 6, 2015:** A draft of the Annual Business Meeting minutes from November 6, 2015 were distributed in advance and reviewed.

MOTION: It was moved and seconded to approve the minutes from November 6, 2015 as presented.

Motion Passed.

- 1.2 **AACPD Membership Update (as of November 1, 2016):** The AACPD membership update was presented. There are currently 135 institution members and 127 AACPD members.
- 2.0 **Administrative**
- 2.1 **2016 Election Results:** The 2016 election results were announced. The Councilor Members, 2-year terms are Harendra Arora, University of North Carolina School of Medicine, Timothy Long, Mayo Clinic, John Mitchell, Beth Israel Deaconess Medical Center and Christopher Swide, Oregon Health & Science University.
- 2.2 **Recognition of Outgoing Councilor P. Kranner:** Paul Kranner was recognized for serving as Councilor. He was unable to be in attendance, but will be receiving a plaque to recognize his service.
- 2.3 **Gavel and Past President's Scroll Presentation:** Karen Souter was recognized for serving as AACPD President and presented the Past President Scroll. Manny Pardo was presented the gavel as incoming AACPD President.
- 3.0 **Liaison Reports**
- 3.1 **AAPAE Organization Overview:** Amy Miller-Juvé provided background on the AAPAE organization. There are currently 76 registered attendees for the AAPAE meeting this year. There are over 176 AAPAE members identified and the number is expected to grow when the 2017 membership renewals are sent for each institution.
- 3.2 **OPDA Report:** Robert Craft provided the OPDA report. He gave some background of the organization and that all specialties are represented on the OPDA. He is now a Department Chair, but will still assume representation on the OPDA if he serves in a leadership role for the organization. If he does not receive a leadership role, a new representative will be appointed.
- 3.3 **ASA Ad Hoc Committee on Practice Management Issues in Residency Training Programs:** Joy Hawkins gave background of the ASA Ad Hoc Committee on Practice Management Issues in Residency Training Programs. A survey from the Committee will be sent to Program Directors soon that will help guide the Committee.

- 3.4 **ASA Committee on Academic Anesthesia:** Joy Hawkins spoke on the Academic Caucus. She provided background on why the caucus was formed and asked for everyone to participate in 2017.
- 3.5 **Relationship with SEA:** Karen Souter spoke on the relationship with SEA and how the two organizations are related.
- 3.5.1 **SEA-HVO Travelling Fellowships:** Karen Souter promoted the SEA-HVO Traveling Fellowships.
- 3.6 **ASA Overseas Scholarships:** Berend Mets provided background on the ASA Overseas Scholarships and encouraged applicants.
- 3.7 **Anesthesia Foundation:** Greg Unruh provided background on the Anesthesia Foundation. The Anesthesia Foundation provides no interest loans if paid back within six months of entering practice.
- 4.0 **Annual Meeting**
- 4.1 **2016 Annual Meeting Updates:** It was reported there were 148 attendees registered for the AACPD track at the meeting. This was a decrease from 2015 when there were 151 registered. Attendees were reminded to claim their CME credits and submit the meeting evaluation after the meeting by visiting the ASA Education Center web site.
- 4.2 **2017 Annual Meeting Discussion:** The 2017 Annual Meeting dates were announced as November 3-4, 2017. It will be held at the Swissotel in Chicago, Illinois.
- 5.0 **Old Business**
- 5.1 **Standardized Letter of Recommendation:** Deb Schwengel provided an update on the Standardized Letter of Recommendation. She asked that programs list on their Web site if they prefer the standardized letter and encourage its use. The letter template is constantly being reviewed and she asked for individuals to send her recommendations for improvement at any time. One attendee asked for a Word version of the letter so they can insert their letterhead into the document.
- 5.2 **Discussion to Include Perioperative Medicine in Society Name:** Aman Mahajan is serving as Chair of an ad-hoc advisory committee to decide on a possible new name for SAAA. One suggested name that was submitted is "Society of Academic Associations of Anesthesiology and Perioperative Medicine (SAAAPM)". Once the committee has prepared their recommendation, it will be submitted for approval by the SAAA Council. Once it is approved by the SAAA Council the name change will then require a Bylaws change before becoming official. The Bylaws change will likely be sent to the SAAA membership for an electronic vote once finalized. Attendees were asked to be on the lookout for more information as it becomes available. There was an informal poll taken and the consensus was to not include Perioperative Medicine within the name for AACPD.
- 6.0 **New Business**
- 6.1 **AACPD Council Comments on ACGME Common Program Requirements:** Karen Souter reported the AACPD Council recently provided comments on the ACGME common program requirements. It was recommended to document a letter of concern to the Anesthesiology RRC regarding the reduction of scholarly and academic time.
- 6.2 **Fellowship Start Dates Discussion:** Karen Souter reported the AACPD Council is discussing the fellowship start dates. A list of opportunities for improvement with the fellowship application process would be developed. She asked Program Directors to send the AACPD Council their recommendations. There needs to be a standardized season for interviews. A more specific survey could be developed for the Program Directors.

6.3 Preparation of Residents for New OSCE's: There was discussion on the preparation of Residents for the new OSCEs.

6.4 Osteopathic Programs: No report.

7.0 Adjourn: The meeting was adjourned at 1:27pm.

Respectfully Submitted,
Andrew Bronson, CAE
Executive Director
(Drafted November 11, 2016)