



NEWSLETTER

AMERICAN SOCIETY FOR VETERINARY CLINICAL PATHOLOGY

December 2004

Newsletter #4

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Important Dates

February 28, 2005	Annual dues and address corrections due to ASVCP National Office
December 3-7, 2005	Annual ASVCP/ACVP Meeting, Boston, Massachusetts
December 4, 2005	ASVCP Annual Business Meeting, Boston

President's Message:

Colleagues,

It's amazing how quickly the time passes between being elected to the ASVCP Executive Board and being sworn in as President. During these last three years I

have learned more about meeting planning, budgets, organization of sessions, negotiations, committee dynamics, and the history of the ASVCP than I ever envisioned. It has been a lot of work, but also a lot of fun because of the tremendous people that I have been able to work with. That includes everyone in the ASVCP, but there are a few people that I would like to particularly acknowledge as they have contributed so much to our organization and to my education in how to make the ASVCP function smoothly.

Harold Tvedten, our immediate past-president, has done a great job of heading the ASVCP from across the ocean. As he currently lives and works in Sweden, it took even more effort for him to participate in conference calls (sometimes at odd hours for him), lead discussions, and keep the Society going. We all owe him a big thank you. Harold's predecessors, Bill Reagan and Eric Schultze, have also been great role models as very effective ASVCP presidents and have been personally extremely helpful in many ways. The leadership of the ASVCP over the last several years is indeed, a very hard act to follow.

Once again, the ASVCP committees have worked hard over the last year to make positive changes and to keep the ASVCP growing, financially solvent and visible to the public. Thanks to all of you who serve on and head these committees--you are crucial to the success of the Society. Another person who deserves special recognition is Mary Christopher, editor of our journal. We have all seen the gradual transformation of the journal as it keeps getting better, more professional, cited in Med-line, indexed on-line and more-widely recognized as an important journal in veterinary and comparative medicine. We have also recently learned that there has been a significant increase in the number of submissions in the past year-- a trend that both reflects and contributes to the increased quality of the journal. Mary, her Associate Editor Karen Young, and all of the section editors continue to work very hard, as volunteers, to make this happen.

For those of you who missed the annual meeting in Orlando, there were excellent scientific presentations including 9 competitors for the ASVCP Young Investigator award. This was a record number of competitors for this award. There were also record numbers of submissions for the very interesting (and entertaining) Case Review session, headed by Christine Olver. I believe that both of these trends show the positive direction of the Society--towards more participation, greater interest, and increased benefits for members. Besides the science, of course, the Orlando meeting offered sunshine, water, and a fabulous Presidential reception at the Animal Kingdom.

We have signed an agreement to continue holding our annual meeting in association with the ACVP as this has been financially sound and allows our members to take maximum advantage of all the ACVP meeting has to offer. Next year's meeting will be in Boston from December 4-7th, 2005. As most of you have heard, we will be celebrating the ASVCP's 40th anniversary at this meeting. In addition to plans for honoring some of our members with Lifetime Achievement Awards, we are planning an anniversary celebration designed to include everyone and to be a lot of fun. The job I am assigning each of you as a member of the ASVCP, is to find photographs

and think of stories or other memorabilia that reflect your experience with the ASVCP. Send these to me along with any ideas that could help make this celebration great. I hope to see all of you in Boston.

I'm proud to be President of the ASVCP, but this organization is really run by all of us. Please feel free to contact me, any of the Executive Board members, or any of the committee members or chairs if you have ideas or concerns about the Society. We welcome all your input.

Best wishes to all.
Sue Tornquist
ASVCP President

State of the Society

Dear Colleagues,

The state of the American Society for Veterinary Clinical Pathology is good at the end of 2004. It is a pleasure to describe its strong points as well as some challenges for the future. The ASVCP's greatest strength is its over 500 members, and we had a 10% injection of 52 new members this year. It was truly an honor and pleasure to work so closely and intensely with so many clinical pathologists and other laboratory professionals this year. We are truly blessed with so many intelligent, active and experienced people in the ASVCP. Previous messages thanked and highlighted some few individuals but there are many more that make us great.

The journal, *Veterinary Clinical Pathology*, continues to improve on each past year's record, with a 52 % increase in submissions, increased subscriptions, increased impact factor, decreased time to publication and indexing of previous years' articles on Medline as PDF files. This is due to exceptional, hard and long hours of work by Mary Christopher, Karen Young, their staff, section editors, reviewers and all those submitting articles. The *VCP* journal serves well one of the ASVCP objectives of furthering scientific progress in veterinary clinical pathology. The Listserv continues to increase subscribers, and we who use it almost daily see how often it works well. A question from one member is usually answered the same day and often the same hour by another member. Talk about an instant consult.

The annual meeting gets better and bigger each year. Our more formal association with the ACVP has been a benefit economically. Our case discussion session now provides a wealth of information electronically as a CD and more traditionally as a glass slide set, which is excellent for education materials. Our pre-meeting workshops have focused on improving our abilities in quality assurance and in toxicology studies. The education forum and scientific sessions have been excellent and we have had a chance to meet our colleagues for informal discussions in some beautiful locations.

The administration of the ASVCP is well developed with a system of officers and committees that provide for continuous renewal over 3-5 year periods of time. There is no "old boys network", but an organized system to bring new people into committees and the executive board (EB). Volunteer for a committee and "hop in". Nominate good people to the EB and vote. We lost Bill Reagan from the EB but got Holly Jordan so the future looks bright. We hired the Rees Group to provide the ASVCP a national office and to provide a variety of services. We had been an entirely volunteer organization but we have grown to where we need to free up time for those ASVCP members on the EB, journal staff and committees, to allow them more time to be creative.

Challenges for the future are many. Each committee has more goals and charges than they can accomplish in a year. Our website needs more work to provide more information, educational products (downloads) and services and needs to be able to adapt more quickly. The journal needs more support to publish more information, more efficiently and in more ways, our committees need more money to support some of their ideas, and we need to transfer more of ASVCP activities to professional management groups like the Rees Group.

This means it will be more expensive to run the ASVCP in the future. Donations were decreased this year. We still hope that we can find more external support and significantly increased giving from current donors. Suggestions are welcome! Our annual expenses are about \$90,000. A society should have a reserve of money of about 1-2 years of its expenses. At \$143,000 we have about 1.6 years in reserve if that disaster year strikes. This is adequate, but with increasing expenses each year, the reserve should also increase which means we should have some income over expenses each year. Our treasurer predicts we will break even or have a slight income this year, which is good for this year. We are currently economically sound, but continually need to find ways to increase income and decrease expenses. We went to electronic publishing of the newsletter this year to decrease expenses.

So in summary, the state of the ASVCP is good, even great! I do not use words like great or wonderful very often. That is based on many contributions of time, energy, ideas, effort and money from many members. Drink a toast to the ASVCP and clinical pathology. It is a great group of people and a great specialty.

Harold Tvedten
ASVCP Immediate Past President

ASVCP Officers for 2004-2005

New officers were inducted at the conclusion of the ASVCP Annual Business Meeting on November 14, 2004, in Orlando, Florida. The ASVCP officers and Executive Board members for the upcoming year are:

President

Sue Tornquist

Secretary

Marlyn Whitney

President-Elect

Judy Radin

Treasurer

Sonjia Shelly

Second Year Executive Board Member

Christine Olver

Immediate Past-President

Harold Tvedten

First Year Executive Board Member

Holly Jordan

Membership Report

Since the 2004 Annual Business Meeting, 52 new members were accepted into the ASVCP. The new members are listed below. Welcome to all!

Nadia Almonsy
 Adam Aulbach
 Elizabeth Besteman
 Hilary Burgess
 Patricia Chavey
 Natalie Courtman
 Carolyn Cray
 Denise d'Epagnier
 Carlos Da Silva
 Betsy Drobnitch
 Susan Emeigh Hart
 Michael Ferguson
 Susan Fielder
 Carrie Flint
 Christina Gargan
 Bridget Garner
 Juliet Gladden
 M. Eleno Gorman
 Wendy Hull
 Annette John-Baptiste
 Jennifer Johns
 Debra Kamstock
 David Knudsen
 Chris Lanier
 Barbara Litzemberger
 Maria Machado-Parrula

Linda Matros
 Allyson McGuinty
 Alen Metz
 Anna Miller
 Hamid Moattari
 Holly Moore
 Roberta Moorhead
 Kathleen Morasco
 Sureshkumar Muthupalani
 Douglas Neptun
 Heidi Peta
 Caroline Piche
 Lisa Pohlman
 Susanne Pratt
 Frederick Sace
 Dawn Seddon
 Davis Seelig
 Elizabeth Skuba
 Marie Smith
 James Stejskal
 Tatiana Stirtzinger
 Nicole Strik
 Jaime Tarigo
 Ferdinand Visintainer
 Matthew Williams
 Qing Zong

ASVCP Young Investigator Award

Each year, the Society presents a cash award to the resident or graduate student whose oral platform presentation is judged best among the competing presentations given during the scientific sessions at the annual meeting. Eligibility requirements include a degree in veterinary medicine and enrollment in a residency or graduate program in pathology/clinical pathology or a related discipline. The oral presentation must describe original work of the competitor involving clinical or experimental research that relates to clinical pathology. At our meeting in Orlando, Jennifer Brazzell (University of Minnesota), Jennifer Steinberg (Colorado State University), Heather Workman (University of California), Karen Zaks (Colorado State University), Balazs Szladovits (Kansas State University), Cora Gilroy (Atlantic Veterinary College), Valarie Pallatto, (North Carolina State University), Deanna Schaefer (The Ohio State University), and Heather Wamsley (University of Florida) gave well-organized scientific presentations. Award selection was determined by an independent panel of judges and was based on the scientific content, abstract composition, clarity of presentation, and the contestants' ability to answer questions. Judges included John Christian (Purdue University), Mary Jo Burkhard (Ohio State University), and Nate Collins (Schering-Plough Corp.). Prior to the Clinical Case Review session, Past President William J. Reagan presented a check for \$500 to the winner, Karen Zaks, for her presentation entitled, "Novel liposome-based vaccine for eliciting cytotoxic T-lymphocyte responses." Congratulations to all participants for excellent presentations!

Share the Future! A Personal Giving Campaign to Benefit Our Society

Open Letter to the Membership

The Executive Board and the Development Committee kicked off a new program of personal giving at the national meeting in Orlando in November. The Society has a number of goals that include improving programming, providing registration and/or travel grants for VLP members, trainees, and professional veterinary students to attend national meetings, publishing the QA Guidelines, web-publishing *Veterinary Clinical Pathology* to reach more people in developing countries, new membership initiatives, and this coming year the celebration of the Society's 40th Anniversary in Boston. The future holds bright promise for the Society, and we can all make the future even brighter by our participation in this new program to **Share the Future!** In your dues notice this year, you all will receive a letter from Harold Tvedten requesting your participation in the new giving program, as well as a contribution card (see reproduction below). You can make a real difference in the future of the Society and its programs by your participation. Harold also has extended a challenge to the membership – Harold will contribute \$1000 if another member contributes \$500 or more or a corporate donor doubles their contribution for 2005. We would like for 100% of the membership to

participate in the new personal giving campaign, so we hope that everyone will find the level at which they feel like they can afford to contribute – if you cannot give at one of the designated giving levels, then choose “Other” and enclose the amount you feel you can. **Share the Future!!**

Chair, Development Committee

YES, I WOULD LIKE TO SHARE THE FUTURE!

Name: _____
 Address: _____
 City: _____
 State/Prov.: _____ Zip/Postal Code: _____
 Phone: (_____) _____
 E-mail: _____
 I wish to make my gift by:
 Check (made payable to ASVCP)
 Master Card Visa
 Card Number: _____ Exp. Date: _____
 Signature: _____
 I would like more information on personal giving opportunities.

Please accept my contribution of:
 \$250 \$500 \$1000 \$2000 Other
 My employer will match my gift to ASVCP
 I would like to have my gift directed to:
 Support of all ASVCP programs
 ASVCP program of special interest to me:
 40th Anniversary
 Workshops
 Travel/registration grants for trainees/VCP
 Travel/registration grants for professional veterinary medical students
 Other

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 Phone: (608) 831-7829 • Fax: (608) 831-5122 • Website: www.asvcp.org



Proposed Amendment to the ASVCP Constitution

Proposal to Allow for Electronic Voting

During the Executive Board meeting, which was held immediately prior to the Society's Annual Meeting in Orlando in November (please see the meeting minutes, later in this issue), it was decided that the Society needs to move toward electronic voting in order to simplify the annual officer election process, and to make it quicker and easier to poll member opinions when it is appropriate to do so. Using electronic voting for officer election will require an amendment to the Society's Constitution (your ASVCP Member Directory contains a complete copy of the ASVCP's Constitution and Bylaws). Sue Tornquist, Marlyn Whitney, and Bill Reagan drafted and signed a proposal to amend Article VI. Section I. of our Constitution to read (*italics indicate words added*): "The Executive Board shall be composed of the officers, and two members elected by mail *or electronic* ballot and installed at the annual meeting." It was decided that member voting on the amendment will be handled on the same paper ballot used for the 2005 officer election. If the membership approves the amendment, the Electronic Communications and Technology Committee will be given the task of devising a secure electronic balloting system.

ASVCP Committee Updates

Veterinary Laboratory Professionals

The 2004 ACVP/ASVCP annual meeting was held at Walt Disney's Coronado Springs Resort in Orlando, Florida. Our speakers included Caroline Ambrose from Roche Diagnostics. She gave a presentation on "Activity Based Costing and Lean-Using Both to Determine the True Value of Testing". Ruth Macphail and Dennis Olexson discussed the "VLA QC Case Examples". "Exotic Hematology and Chemistry" followed by "Exotic Case Examples" were presented by Dr. Terry Campbell. Our final speaker was Lynne Shanahan whose topic was "Biochemistry: Seeing is not Believing".

The round table discussion was "Record and Sample Retention" led by Nicole Rosen. Information obtained from this discussion will be available in the next newsletter.

The VLP will also be saying good-bye to one of our long time members. Ellen Willet will be retiring from The Ohio State University in January 2005. Ellen has been a valuable part of the VLP group, holding many committee positions over the years. Her expertise and dedication to the profession will be missed.

--Submitted by Lisa Shipp

ACVIM Forum 2005

The ACVIM Forum 2005 will be held in Baltimore, MD, on June 1st through the 4th. The ASVCP is pleased to present the following program:

“The Diagnosis of Fungal Disease: Traditional methods. The tried and true diagnostics revisited” and “The Diagnosis of Fungal Disease: The future. An overview of molecular techniques and special diagnostics”, presented by Sharon Dial, DVM, PhD, Dip. ACVP, Assistant Research Scientist, Arizona Diagnostic Laboratory, University of Arizona.

“Who can I trust? An evidence-based comparison of cytologic and histologic biopsy results” and “Conflict resolution: Developing a constructive approach when clinical and pathologic diagnoses diverge”, presented by Leslie Sharkey, DVM, PhD, Dip. ACVP, Associate Professor, College of Veterinary Medicine, University of Minnesota.

“How to select a hematology analyzer that meets the needs of your clinic” and “Can you trust the results from your in-house hematology instrument?”, presented by Joanne Messick, VMD, PhD, Dip ACVP, Associate Professor, College of Veterinary Medicine, Cornell University.

“Antemortem Diagnosis of Thromboembolic Disease - The utility of D-dimers and FDPs” and “The Platelet and Its Other Life; The Role in Carcinogenesis and Infectious Diseases”, presented by Claire Andreasen, DVM, PhD, ACVP, Professor, College of Veterinary Medicine, Iowa State University.

Call for 2006 ACVIM Speakers

The ASVCP arranges speakers for the ACVIM meeting each year. The speakers provide 8 hours of talks reflecting current knowledge and/or in-depth reviews of topics in veterinary clinical pathology. The 2006 meeting will be May 31-June 3 in New Orleans, Louisiana. Please send suggestions for ASVCP speakers and topics for the 2006 ACVIM meeting to Christine Olver at colver@colostate.edu.

ASVCP Members Harry Berrier and Janver Krehbiel Honored

Dr. Harry H. Berrier, Associate Professor Emeritus of Veterinary Pathobiology at the University of Missouri, and Dr. Janver Krehbiel, Senior Associate Dean for Administration and Associate Dean for Academic Programs, College of Veterinary Medicine, Michigan State University, were recently honored with Kansas State Veterinary Medical Alumni Association Recognition Awards. Dr. Berrier's award was presented during the K-State Alumni Reception held in conjunction with the Central Veterinary Conference on Saturday, August 28, 2004, in Kansas City, Missouri. Dr. Krehbiel's award was presented during the K-State Alumni Reception held in

conjunction with the American Veterinary Medical Association's Annual Conference on July 25, 2004, in Philadelphia, Pennsylvania.

Dr. Berrier, who was instrumental in the formation of the ASVCP in 1965, earned his Bachelor of Science degree in vocational agriculture at the University of Missouri in 1941. He taught vocational agriculture for one year at Odessa (MO) High School. He earned his D.V.M. degree at K-State in 1945 and practiced veterinary medicine in Odessa in 1945 and 1946. He became a station veterinarian, serving as 1st Lieutenant at the Dugway Proving Grounds in Utah in 1947, later being promoted to Captain and becoming Assistant Area Veterinarian at Fort Douglass, Utah, where he served from 1947 to 1948. In October of 1948, he accepted a position as Assistant Professor of Veterinary Pathology at the College of Veterinary Medicine at the University of Missouri, where he remained until his retirement in 1982. During this time, he served as Assistant and Associate Professor of Veterinary Clinical Pathology and as Clinical Toxicologist in the Veterinary Medical Diagnostic Laboratory. He received a Master of Science degree in Veterinary Pathology from the University of Missouri in 1960. From 1963 to 1964, Dr. Berrier took a sabbatical leave as a Fellow of the National Science Foundation and pursued post-doctoral studies at the Armed Forces Institute of Pathology in Washington, D.C. From 1968 until his retirement at the rank of Colonel, he served as a medical service liaison officer representing the U.S. Air Force to the University of Missouri. He holds life memberships in several professional organizations, including the AVMA, the Missouri VMA, the American Association of Veterinary Laboratory Diagnosticians, and the ASVCP. He has served as President, Vice-president, Secretary-Treasurer, and Chairman of the Board of the ASVCP, and he wrote the first "History of the ASVCP" in 1974. He has published 30 papers in professional journals, has been guest speaker for many professional organizations and veterinary conferences, and has published three editions each of two books on veterinary medicine. Dr. Berrier is also an entrepreneur. He received a patent for his barbeque sauce recipe in 1975, and has kept busy since his retirement from veterinary medicine with his business, Show-Me State Bar-B-Que.

Dr. Krehbiel attended Bethel College in North Newton Kansas for two years and received his D.V.M. degree from Kansas State University in 1962. Following graduation he worked in private practice in Mesa, Arizona and El Cajon, California. From 1964 to 1966 he served in the Veterinary Services in the U.S. Air Force as Base Veterinarian at Anderson Air Force Base in Guam. Following this, he was an Instructor in the Department of Small Animal Surgery and Medicine at the College of Veterinary Medicine, Michigan State University in East Lansing. He was an Instructor for one year in the Department of Pathology in the Veterinary Medical Diagnostic Laboratory at MSU, during which time he completed his Master of Science Degree and received an award from the National Institutes of Health for a special postdoctoral fellowship to pursue his Ph.D. degree. Following completion of his Ph.D. in Veterinary Pathology, he became Assistant Professor in the Department of Pathology, working in the Clinical Pathology Laboratory. He served as Director of the Clinical Pathology Laboratory for approximately 10 years and advanced through the academic ranks to appointment as Full Professor in 1980. In 1983, he was appointed Acting Associate Dean for Academic Programs and Undergraduate Instruction. In 1989 he was appointed Associate Dean for

Academic and Student Affairs. In 1998 he received the additional appointment as Senior Associate Dean for Administration. Dr. Krehbiel is a Diplomate of the American College of Veterinary Pathologists (Anatomic Pathology and Clinical Pathology). He is a member of the ASVCP, the AVMA, and the Michigan VMA. He has served as chairperson for the National Board of Veterinary Medical Examiners, the AVMA's Informatics Committee, the Association of American Veterinary College's Academic Deans, and of the Examination Committee for the ACVP. He has served as president of the ASVCP and of the Michigan VMA. Dr. Krehbiel was elected to the Council on Education in 2000 and will serve in that capacity until 2006. He has conducted numerous site visits for the accreditation of veterinary colleges. He serves as the liaison member from the COE to the Committee on Veterinary Technology Education Activities. At MSU, Dr. Krehbiel has taught and continues to teach in numerous courses. He has served on over 20 committees at the College and University level, acted as student advisor, and received funding for several research projects. He has been invited to lecture at numerous events in the U.S. and abroad. He has authored or co-authored over 40 publications.

--From K-State news releases submitted by Steve Stockham

Executive Board News

In addition to the Executive Board and Annual Business Meeting sessions held at the Annual Meeting of the ASVCP, the members of the ASVCP Executive Board correspond regularly during the year via electronic mail and teleconferences to accomplish the Society's business. Since publication of the ASVCP Newsletter #3, 2004 (August issue), the Board has decided a number of issues by majority vote. In response to a request from ASVCP member and Past President of the Association of American Veterinary Medical Colleges Keith Prasse, we voted to present to those members who have electronic communication capability form letters that could be filled out in support of AAVMC initiatives supporting the National Veterinary Medical Services Act and increased funding for animal health research through the USDA Formula 1433 fund system. We voted to transfer some *Veterinary Clinical Pathology* journal business activities to our management company, The Rees Group. We voted to approve revisions in the corporate giving levels, as recommended by the Development Committee, and to accept the "Share the Future" personal giving campaign materials designed by that committee. The new corporate giving levels are: Platinum Circle (\geq \$3,000), Gold Circle (\$1,500-2,999) and Silver Circle (\leq \$1,500). The "Share the Giving" campaign was introduced at the Annual Business Meeting in Orlando in November, and a report appears in this issue of the Newsletter. Explanatory materials and contribution cards will be distributed to all members with their membership renewal notices for 2005.

We approved a budget of up to \$300 per school, for a total of \$900 for 3 schools, to be used to provide seminars promoting the ASVCP through a student outreach program. We also voted to approve Membership Committee plans to pursue production of a give-

away item for those new to the field to promote ASVCP. The Membership Committee has decided to produce a notebook-sized poster illustrating canine blood cells, and the project is being funded by Heska Corporation. We voted to allow the Program Committee to survey the membership regarding the desirability of including a half day of free time in our Annual Meeting schedule. As a result, a half day of free time will be included in our Annual Meeting schedule beginning in 2005.

The Executive Board held a teleconference on November 30 to discuss a position paper written by the Regulatory Affairs Committee in response to an EMEA (European Medicines Agency) request for a recommended testing approach for detection of hepatotoxicity in pharmaceutical research animals. The Executive Board is in the process of developing guidelines for approval of policy statements and position papers written on behalf of the Society by its committees. Member input on this topic is welcome.

We voted to accept the membership applications of Nadia Almonsy, Adam Aulbach, Hilary Burgess, Carolyn Cray, Susan Fielder, Bridget Garner, Juliet Gladden, M. Eleno Gorman, Annette John-Baptiste, Debra Kamstock, David Knudsen, Chris Lanier, Allyson Mc Guinty, Maria C. Machado-Parrula, Linda Matros, Anna Maria Millier, Holly Moore, Jed Overmann, Lisa Pohlman, Frederick P. Sace, Davis Seelig, James Stejskal, Tatiana Stirtzinger, Nicole Strik, Jaime Tarigo, Ferdinand G. Visintainer, Mathew Lee Williams, and Qing Zong. For a complete list of all new members for the year, see the Membership Report in this Newsletter.

Motions passed during the 2004 Executive Board Meeting in Orlando are included in the minutes of that meeting, which appear below.

Executive Board Meeting Minutes

Orlando, Florida, November 12-13, 2004

Present: President Harold Tvedten, President-elect Sue Tornquist, Immediate Past-president William Reagan, Secretary Marlyn Whitney, 1st Year Executive Board Christine Olver, 2nd Year Executive Board Member Judy Radin, Incoming 1st Year Executive Board Member Holly Jordan, Executive Director Susan Rees. Treasurer Sonjia Shelly was unable to attend in person but joined via conference call at 3:20 pm on November 12, and at 9:00 am on November 13.

Guest: Joanne Messick

Call to Order

President Harold Tvedten called the meeting to order at 1:14 pm EST.

Approval of Minutes

H. Tvedten called for approval of the minutes of the October 5, 2004 Executive Board (EB) teleconference. S. Tornquist moved to approve the minutes and C. Olver seconded the motion. The motion passed.

1st Year Executive Board Member Report – Christine Olver

C. Olver handed out an update on the Case Review Session. She stated that, for the first time this year, a standard template was provided to the presenters, to encourage conciseness. All case presenters were sent presentation instructions and an example presentation. C. Olver also explained a rubric that she devised to select the cases that were presented. Of 35 cases that were submitted this year, 20 were selected for presentation, and 1 other was included on the Case Review CD at the submitter's request. For those case submissions that involved images instead of or in addition to glass slides, the images were sent electronically to slide set purchasers; no 2 x 2 projector slides were produced for the slide sets this year. C. Olver suggested 2 improvements in the Case Review Session process for 2005. She suggested that the case submission and slide set purchase forms for the slide sets require the purchaser's e-mail address. She also suggested that there be some money provided to the 1st Year EB Member to pay for assistance in set preparation. For example, a Resident could be paid a small amount to help screen the 80 slides submitted for each case, to ensure that all are of adequate quality. She suggested that an increase in the cost of the slide sets be used to provide the money for such help. J. Radin pointed out that there is great variability in the amount of support provided by the institutions that employ the 1st Year EB Member, so institutional support should not be relied upon. C. Olver said that she had paid out of her own pocket for some student assistance in preparing the slide sets. The EB agreed to reimburse her. A field for an e-mail address will be added to the slide set submission and purchase forms for 2005.

MOTION: C. Olver moved that the cost of the Case Review slide sets be increased to \$65 for those to be sent to locations in North America, and \$75 for those to be sent to other locations. W. Reagan seconded the motion. B. Reagan then proposed a friendly amendment stating that the prices can be raised further if the final tally of slide set costs versus income warrants it. J. Radin seconded the friendly amendment and C. Olver accepted it. The amended motion passed unanimously.

There was some discussion as to whether one needs to be an ASVCP member in order to submit a case for the Case Review Session, or to buy a slide set or CD.

MOTION: C. Olver moved that the slide set purchase price for non-members be set at \$100, and that such purchase can only take place after the Annual Meeting. W. Reagan seconded the motion. The motion passed.

As liaison to the Regulatory Affairs Committee, C. Olver reported that Vince Meador would like to step down as Chair of that committee, but remain on the committee. Suggestions were made as to a possible new Chair for the committee.

C. Olver suggested that it might be best if the 1st and 2nd Year Executive Board Members did the same tasks for 2 years in a row, rather than having different ones during the second year. After discussion, it was decided to keep the functions of the 1st and 2nd Year EB members as they are, so that each person moving up to the President position has performed all tasks.

President-elect Report – Sue Tornquist

Because 2005 is Joanne Messick's final year to chair the Program Committee, S. Tornquist has talked to her about identifying her successor and grooming that person over the next year. Possible successors have already been identified by J. Messick; she and S. Tornquist will make a final decision soon. S. Tornquist reiterated a previous suggestion by J. Messick that a Program Committee member other than the Chair should be put in charge of the ASVCP Pre-meeting Workshop, which is to be developed by the Regulatory Affairs and QAS Committees in alternating years. There was general agreement among the EB members, and S.T. will discuss this further with J.M. Vince Meador has suggested immunotoxicology as a possible topic for the 2005 Pre-meeting Workshop. J. Radin suggested that planning for each Pre-meeting Workshop needs to begin years in advance. This will facilitate Workshop-specific fund-raising by the Development Committee. It was suggested that the same Program Committee member could be responsible for the Workshop for more than one year, fostering continuity in the process.

There was some discussion of selection of awardees for the ASVCP Lifetime Achievement Award. A selection process for the award was devised earlier in 2004, and it requires that the Immediate Past-president chair an *ad-hoc* nomination committee that is made up of the Chair and 4 ASVCP members who are not members of the EB. Several were mentioned as possible members of the nominating committee for 2005. There was discussion as to

how many Lifetime Achievement Award recipients should be named each year. W. Reagan suggested that 1 or 2 would be appropriate. S. Tornquist wondered if there should be more recipients for 2005, since that is our 40th Anniversary Celebration year. It was decided that the number of recipients for 2005 shall be left up to the nominating committee for the award.

There was discussion of ongoing plans for the upcoming 40th Anniversary Celebration. S. Tornquist reported that use of the Boston Aquarium for the celebration is probably cost-prohibitive (estimated at \$12,000-15,000), unless much outside funding is obtained. Other venues in Boston were suggested. There was general agreement that it would be best not to have to charge members to attend the celebration. W. Reagan suggested that if other venues prove too costly, the celebration could be held in the meeting hotel, but extra entertainment could be brought in. Entertainment already planned is to have Dennis DeNicola present a history of the ASVCP, including both humor and a serious look at what the Society has accomplished over the past 40 years. Charter members and other important early members will be recognized. There was discussion as to whether the celebration will involve a sit-down dinner, or be structured more like the usual ASVCP Reception, with the entertainment segment added. Further discussion was tabled until there is a better idea of how much money can be budgeted for the event. Some suggestions regarding potential corporate donors for the celebration were made. Since the DACC (Division of Animal Clinical Chemistry of the American Association for Clinical Chemistry) will be meeting immediately prior to our meeting in Boston, H. Jordan asked if it is appropriate to invite them to participate in the celebration. Since most of the DACC members that are likely to stay for the ASVCP meeting are also ASVCP members, it was decided that it is appropriate to include them. S. Rees will talk with Jane Shepard to make sure that the DACC meeting information is included in the 2005 ASVCP/ACVP program brochure.

There was some discussion of the Memorandum of Understanding that the ASVCP EB entered into with ACVP Council, regarding cost sharing for the annual meeting. The agreement is scheduled for review and possible renegotiation during 2005. The EB agreed that the agreement has been generally favorable for the Society. W. Reagan would like for the ASVCP to have more flexibility in soliciting sponsorships for its meeting-related events. W. Reagan and M. Whitney suggested renewing the agreement for 3 years. Further discussion was tabled until it can be determined if ACVP Council is in favor of renewing the agreement.

S. Tornquist reported that the 2004 ACVIM Forum in Minneapolis was well attended by clinical pathologists, and that the clinical pathology portion of the meeting went well.

Immediate Past-president's Report – William Reagan

W. Reagan reported that the Committee Chair Dinner held during the Annual Meeting in 2003 (to foster communication and cooperation between the various ASCVP Standing Committees) was successful and will be continued. W. Reagan reported that he sent letters of thanks to all Committee Chairs and members, and, when possible, their supervisors at work. He reported difficulty in determining the identity and contact information for some supervisors, and suggested that all Committee Chairs be requested to get such information from their committee members. H. Tvedten suggested devising an electronic form for recording such information. Submission of an ASVCP meeting report for publication in JAVMA was briefly discussed.

W. Reagan discussed the role of the Immediate Past-president as Chair of the Nominating Committee for the annual ASVCP election. He recommended that the Nominating Committee devise a large slate of potential officers, since many members may decline a nomination due to bad timing or other issues. W. Reagan will pass names of potentially interested candidates to H. Tvedten for the 2005 election.

The problem of having very few members that actually vote in the officer election was discussed. Several wondered if electronic voting might increase the proportion of members who vote. H. Tvedten pointed out that a Constitutional amendment would be required to allow for electronic voting. S. Tornquist, M. Whitney, and W. Reagan drafted and signed a proposal to amend Article VI. Section I. of our Constitution to read (italics indicate words added): "The Executive Board shall be composed of the officers, and two members elected by mail *or electronic* ballot and installed at the annual meeting." S. Tornquist suggested that, if the EB decides to propose the Constitutional amendment to the membership, member voting on the amendment could be handled on the same paper ballot used for the 2005 officer election. If the membership approved the amendment, the Electronic Communications and Technology Committee could be given the task of devising a secure electronic balloting system.

W. Reagan reported that 9 platform presentations by contestants in this year's Young Investigator Award competition were scheduled and that he had a slate of judges (Nate Collins, John Christian, and Mary Jo Burkhard) selected and ready. Because some of the contestants' presentations will occur on Monday, we will break with tradition and announce the winner of the award immediately prior to the start of the Case Review Session rather than at our Annual Business Meeting on Sunday.

The Lifetime Achievement Award was discussed. H. Tvedten, as Immediate Past-president for the 2004-2005 term, will select and chair an *ad hoc* committee that will select the awardees for 2005. H.T. indicated that 6 nominations for the award have already been submitted by members. There was discussion regarding what the award should consist of.

MOTION: W. Reagan moved that Lifetime Achievement Award winners be given a plaque and have up to \$750 of expenses paid to attend the Annual Meeting at which the award will be given. C. Olver seconded the motion. The motion carried unanimously.

Treasurer's Report – Sonjia Shelly (via speaker phone connection)

S. Shelly referred to the financial report previously submitted to the EB, which came from Diane Benson of the Rees Group (TRG, the management company used by the ASVCP and the ACVP). The report included all income and expenses as of September 30, 2004 and reported a net income for 2004 of \$36,811. S. Shelly indicated that expenses still to be incurred for 2004 include publication of one more issue of *Veterinary Clinical Pathology*, archival of more VCP articles on our website, various Annual Meeting expenses, and management fees for the final 3 months of the year. Income still to be recorded for 2004 includes revenue from slide set sales and Pre-meeting Workshop registrations. C. Olver indicated that some expenses for producing the 2004 slide sets still remain to be paid, and that overall, the slide sets will not make a profit. S. Shelly's prediction was that the Society will be at about the break-even point when all 2004 income and expenses are accounted for, and S. Rees concurred. M. Whitney asked how much was saved by not mailing paper copies of the Newsletters, and S. Rees estimated \$3,000-4,000. S. Shelly reported that dues are down approximately \$6,000 for 2004 as compared to 2003, possibly due to greater numbers of student/trainee memberships, since overall membership numbers are only slightly down. W. Reagan brought up the possibility of moving some of the Society's monetary reserves from the money market fund to certificates of deposit or other investment instruments, to increase interest yield. S. Tornquist asked what the current return was on the money market fund, and S. Shelly said it was 0.85-0.90 %. It was agreed by all that our reserves must be kept in low-risk investment instruments, but that the money market fund may not be the best option for all the money we have in reserve. S. Shelly said she had communicated with Vanguard (current location of the Society's money market fund) regarding the possibility of moving some of the money to CDs, and that much paperwork might be involved, because it would involve switching some of the money to a different financial services vendor. She mentioned the possibility of putting some of our money into a conservative mutual fund at Vanguard. W. Reagan suggested exploring CDs first, and S. Shelly agreed to pursue the issue further. S. Shelly will pursue the possibility of moving some of the Society's reserve funds from the money market account into certificates of deposit or other investment instruments. She will put together a recommendation, and the EB will then vote on it.

Attention turned to the Society's budget for 2005, which will be the first year that the Society has had a projected budget. S. Shelly called attention to a rough draft of a 2005 budget proposal, devised by Diane Benson of TRG and previously circulated to the EB. Based on that rough proposal, it appeared that the Society would again "break even" in 2005 (no net profit). S. Shelly asked what our goal as a Society should be. W. Reagan said that we need to increase our reserves so that the Society can act in a proactive rather than in a reactive manner to accomplish its goals of service to our members and our specialty. Planning projects ahead of time requires us to know approximately how much money we can allot to them, so that we can at least break even each year. H. Tvedten asked how much we should make each year to add to our reserves, so that we know it will be available to fund desired projects. He suggested a figure of 5% per year (meaning we would need to make at least 5% above our budget each year). J. Radin suggested we need to categorize our needs so that we know how much money we can budget for specific types of projects. Suggested categories included the Pre-meeting Workshop, special events such as our 50 year anniversary, etc. She said we also need to decide how far ahead to project the various committee budgets. She and H. Tvedten also pointed out that we need to have enough money in reserve that the Society can continue to function even if we have a disastrous financial year at some point. S. Tornquist

asked how much was currently in reserve, and S. Shelly answered that it is the approximately \$100,000 currently in the money market fund. S. Rees recommended that we have enough in reserve to function for 12-18 months without any additional income, and it was noted that the \$100,000 provides such a buffer. W. Reagan reminded that publication of *VCP* becomes more expensive each year, and we need to have extra money in reserve so that we can move toward our eventual goal of more paid professional and less volunteer effort directed toward publication of the journal. He suggested development of a strategic plan with a 10 year projection of our goals. J. Radin stated the need for additional dollars for special events, student/trainee travel to our meetings, and other projects. She stated a need to set priorities and to have a more detailed budget than we have at present. W. Reagan also supported more detailed budget tracking and projections, so that we can better determine when dues increases are needed. J. Radin said that the EB needs to see the individual budget requests for each standing committee in order to project an overall budget for 2005; only Development, Education, and VLP committees submitted budgets prior to the current meeting. W. Reagan said we need to be able to project all major expenses, and it was agreed that more detail is needed in the financial report for 2004 if we are to be able to make rational projections for 2005. J. Radin suggested keeping more detailed projected and actual budgets side by side, so that we will know if we are getting off course at any point and can make adjustments. For example, the amount of money spent for the journal in 2004 needs to be broken down into more detailed categories so we can know how to make predictions for 2005. H. Tvedten said we also need a more detailed breakdown of income. J. Radin suggested that, in the future, all the standing committees be required to submit their budget requests for the coming year to the EB prior to the Annual Meeting. The EB's goal is to be able set the next year's budget during the Society's Annual Meeting. S. Rees suggested that it might be best if the committees submit their budget requests by September, so that the Chairs can be told by the time of the Annual Meeting how much money they can count on for the coming year, facilitating better planning when they have their face-to-face committee meetings during the Annual Meeting. S. Tornquist will ask each committee Chair to submit their budget request for 2005 by December 15, 2004. The EB will approve the committees' 2005 budget requests during our first 2005 teleconference, which is to be scheduled for sometime during the week of January 10-14, 2005. In 2005 and subsequent years, the standing committee Chairs will be asked to submit their budgets for the upcoming year by September. The budgets for the standing committees will be approved prior to or at the Annual Meeting. A projected overall budget for the following year will be put together during each Annual Meeting. Individual committee budgets will be attached as appendices to the overall budget projections. A projected budget for the Pre-meeting Workshop also will be developed. S. Shelly and D. Benson (of TRG) will work to produce a more detailed accounting of the income and expenses for 2004; this should be completed within approximately 1 week. S. Rees will ensure that meeting honoraria are added to the Annual Meeting cost center from the Pre-meeting Workshop.

MOTION: S. Shelly moved that dues be increased by 10% (from \$80 to \$88 for North American members, from \$90 to \$99 for non-North American members, and from \$50 to \$55 for students and trainees). C. Olver seconded the motion. After much discussion, the motion was tabled until November 13.

Program Committee Report – Joanne Messick

Joanne Messick joined the meeting to give her report. She reminded us that attendees of the Veterinary Laboratory Professionals portion of our Annual Meeting now pay the same meeting registration fee as all other ASVCP members. In return, VLP program speakers receive the same honoraria and reimbursement as other Annual Meeting speakers. The ACVP has agreed to pay for 2 hours of an invited speaker's honorarium, as well as travel, hotel stay, etc. for an invited speaker, and 5 hours of honoraria for other speakers (@ \$250 per ½ hour). This arrangement will be reassessed following the Orlando meeting, to make sure income is covering expenses for the VLP portion of the meeting. Linda Vap will monitor the number of attendees at each portion of the VLP meeting.

J. Messick reported that Leslie Sharkey is set to conduct the 2004 "Teaching Clinical Pathology" forum, with assistance from Sharon Dial. She reported that 50 participants were signed up for the Pre-meeting Workshop, which is less than had been hoped for. She reported that preparation for the Case Review Session went smoothly. She reported that Pat McManus will give a 30 minute presentation on classification of myeloproliferative disorders during the 2004 meeting and has requested that a Mini-symposium on MPD be scheduled for the 2005 meeting. P. McManus asked that the Mini-symposium be scheduled for Tuesday morning in 2005, but it was decided that this will cause other scheduling problems and that Wednesday morning will be offered instead. The

cost of the Mini-symposium should be only the cost for a room to hold it in. There was question as to who will pay for the room. J. Messick will see if the ACVP is willing to pay the cost of the room for the MPD Mini-symposium.

J. Messick said that she plans to send letters of thanks to all invited speakers for the ASVCP portions of the Orlando meeting. J. Messick and Program Committee liaison S. Tornquist will take 2004 meeting participants Bill Vernau, Pat McManus, and Ted Valli to dinner during the meeting. J. Messick said that special thanks are owed to Anne Barger, Lisa Shipp, Renee Pearson and Bruce LeRoy for their help with the 2004 meeting planning.

J. Messick is working to get Pre-meeting Workshop topics planned 2 years in advance. Regulatory Affairs Committee Chair Vince Meador has suggested immunotoxicology or cardiotoxicology as topics, and J. Messick also suggested QA/QS for point-of-care testing as a possible topic. W. Reagan suggested renal toxicology. W. Reagan suggested that the workshop topic for 2005 should be something that is of interest to the DACC, since they will be holding a meeting in conjunction with ours. J. Messick said she plans to come up with a list of topics and then prioritize them to come up with a sequence of topics stretching out several years in advance. W. Reagan reminded her to make sure that other groups haven't recently presented similar topics. J. Messick said a Program Committee member will be selected to drive development of the Pre-meeting Workshop. J. Messick was reminded by W. Reagan that she needs to identify her successor, so that person can work closely with her during the coming year to learn the job of the Program Committee Chair. J. Messick and others made several suggestions for suitable Chairs. S. Tornquist (incoming President) will have final approval of who is appointed as the new Chair.

MOTION: W. Reagan moved that the Program Committee be allowed to schedule a half-day of free time at future meetings of the Society. S. Tornquist seconded the motion. The motion carried.

J. Messick said she intends to continue the practice, instituted this year, of scheduling 1.5 hours for lunch into each day of the meeting program. She pledged to prevent discrepancies in the various meeting schedules that are published prior to the meeting.

Old Business/MOTION: President Tvedten called for the question on the previously tabled motion regarding the dues increase. The motion passed.

Secretary's Report – Marlyn Whitney

M. Whitney reported that she made changes to the list of secretarial duties, to reflect tasks that have been taken over by the Rees Group. Because she no longer is responsible for printing and mailing the Newsletter, she has closed out her ASVCP account at the University of Missouri, with the money that was in the account to be returned to the ASVCP National Office. She reported that transition from paper to electronic newsletters seemed to go smoothly in most respects. Approximately 30 members still get paper copies of the newsletters, due to lack of access to the Web or to e-mail service. Lois Roth of the Electronic Communications and Technology Committee designed a very attractive message to notify electronically-connected members when the newsletter is posted to the website, but there were some problems in getting the message to go out as a mass mailing from the TRG office. The TRG office has constructed a template for future newsletter notifications which may solve this problem. There is some concern that some members may have computer firewalls or virus protections that prevent them from getting the newsletter notifications. M. Whitney will take an informal poll during the Business Meeting to see if members are getting the Newsletter notifications.

Paper copies of the Membership Directory will continue to be mailed to all members. ASVCP Website information is not currently being updated frequently enough, and some content (e.g. the application form) needs to be re-done for a more professional appearance. M. Whitney agreed to be the "gatekeeper" for materials to be published to the website. She will either approve materials herself, or seek EB advice on whether to approve them. Then the materials will be sent to the Electronic Communication and Technology Committee for posting. M.W. will remind the ECT Committee when information such as committee lists needs to be updated, and provide the necessary information. M. Whitney will see that the charters of the standing committees are added to the website when they are all available. L. Roth-Johnson will see that the electronic membership application form is redesigned and improved.

2nd Year Executive Board Member's Report – Judy Radin

J. Radin reported that the program for the clinical pathology portion of the 2005 ACVIM Forum has been set. Leslie Sharkey will moderate the sessions, as J.R. will be unable to attend.

J. Radin reported that the Membership Committee has devised a new version of the notebook-sized poster that it plans to use as a student give-away item. Matters pertaining to J. Radin's function as liaison to the Program Committee were not discussed further, as all concerns had already been addressed during J. Messick's Program Committee report.

It was decided that topics of interest to bring up during the luncheon meeting scheduled for November 13 with ACVP Council should include the possible impact of having the DACC meeting immediately prior to the ACVP/ASVCP meetings in 2005; the MOU between ASVCP and ACVP regarding cost-sharing for our annual meetings; and a new member giving program that has been devised by the ASVCP Development Committee.

The meeting was adjourned for the evening at 9:00 pm EST.

The meeting was reconvened by President Harold Tvedten at 8:21 am EST on November 13.

Present: Harold Tvedten, William Reagan, Sue Tornquist, Judy Radin, Marlyn Whitney, Christine Olver, Susan Rees (TRG). Sonjia Shelley was present via teleconference for portions of the meeting.

Guests: Karen Young, Karyn Bird, Lois Roth-Johnson, Renee Pearson, Linda Vap, Dennis Olexson, Tracy Stokol, Leslie Sharkey

W. Reagan raised several issues to discuss with ACVP Council during the joint meeting with them. He wondered if DACC attendees would be allowed to visit the exhibit hall of the 2005 ASVCP/ACVP conference. He also suggested that the ACVP be asked to share the financial information relative to the joint conference.

The cost-sharing MOU was discussed further. It was decided that both groups need to see detailed meeting budgets from each other in order to determine if the agreement is mutually beneficial and acceptable. It was decided that the Exhibit Prospectus and any other materials soliciting sponsors for the meeting should mention both groups (ACVP and ASVCP). The EB agreed that we are generally happy with the MOU. It will come up for its scheduled 2 year review and renegotiation during 2005. Incoming President S. Tornquist will serve as the ASVCP point person for renegotiating the agreement. It was agreed that if the MOU is renewed, it should be for 3 years.

S. Tornquist, W. Reagan and M. Whitney submitted the signed proposal to change the Society's Constitution to allow for electronic voting.

MOTION: W. Reagan moved to recommend an amendment to our Constitution allowing for electronic voting. J. Radin provided the second. The motion carried. M. Whitney will put a notice regarding the proposed amendment into the next (December 2004) Newsletter. The proposed amendment will be voted on by the membership on the same paper ballot that is used for the 2005 officer election.

President's Report – Harold Tvedten

H. Tvedten suggested that as incoming President, S. Tornquist continue to provide a charge to each standing committee chair, after getting some feedback from each chair regarding proposed goals. He stated a need for more productivity from the committees and recommended encouraging them to be more proactive in their goals. He suggested that each committee should have at least one major project for each year.

H. Tvedten asked if we should consider having an Information Officer that could be used as a contact person for the National Office (TRG) when they are presented with clinical pathology questions from lay persons. S. Rees said that TRG generally tries to refer such questioners back to their veterinarians or to nearby veterinary colleges. It was agreed that there was not enough need for an Information Officer at this time. It was also agreed that, if TRG receives questions that they can't handle, they should be referred to the President or the EB.

W. Reagan said that, since more veterinary laboratory professionals employed by industry are joining the ASCVP, the program for the VLP portion of the meeting should better reflect industry interests, rather than focusing entirely upon diagnostic laboratory issues.

H. Tvedten said that negotiations to form some type of association with the Japanese Society for Veterinary Clinical Pathology are ongoing. He said that the proposed electronic publication agreement with the Veterinary Information Network (VIN) appeared to be heading for approval.

H. Tvedten asked if we need to consider regional meetings or other educational outreach efforts to serve our members. He also indicated continued interest in extending outreach to other countries, such as Japan and Brazil. He also expressed a desire for publication of more educational materials on the ASVCP website. W. Reagan suggested ASVCP-sponsored online workshops or teleconference lectures. A suggested format was for participants to be sent a file of Powerpoint slides ahead of time, and to dial in at a specified time to hear a presenter go over them. Such programs could be either fee-based or gratis. S. Rees indicated that such a presentation would cost approximately \$1,500 per 1 hour instructional unit and said phone charges would be approximately \$0.16 per minute per participant. J. Radin wondered if PACE credits could be given for such programs, and W. Reagan indicated they could. C. Olver suggested putting an electronic copy of the program book on the website after each annual meeting.

Sonjia Shelly re-joined the meeting by speakerphone at 9:00 am.

Executive Director's Report – Susan Rees

S. Rees reminded the EB that we have completed our first full year of Rees Group management. She iterated the opinion that solicitation and processing of dues is the most critical function they perform. Three dues notices are sent (2 paper and 1 electronic). Helping with scheduling and coordination of the Annual Meeting and the Pre-meeting Workshop is another important function. S. Rees also mentioned the work that her office did with Development Committee Chair Karyn Bird in developing a member giving campaign and the business functions that TRG has recently taken on to support publication of our journal. An advertisement for the journal has been devised. Promotion of the 2005 meeting in Boston will begin immediately; the promotions will become more specific and detailed as 2005 progresses and meeting time nears. It is a continuing challenge to construct a budget that meets the Society's needs, but this should improve over time as it is determined how various costs and income items should be designated in our financial documents so that everyone can understand more exactly where various monies are coming from and going to. S. Shelly asked how transfer of duties from the journal editor's office was proceeding and S. Rees indicated there are still some transition problems but that the process is going relatively smoothly. S. Shelly stated that the Post Office in Davis is now forwarding all ASVCP mail to the National Office (TRG). No ASVCP mailings should be coming to S.S. in the future. Tax preparation for the ASVCP will be done by TRG, and S. Shelly will review the process.

S. Rees left the meeting to allow the EB to discuss our Society's relationship to TRG, in anticipation of the scheduled review of our contract in 2006. W. Reagan reviewed the services provided by TRG according to our contract, which are: 1. National Office administration, which includes financial management; 2. Membership services, which includes database maintenance, membership renewal activities, etc.; 3. Annual Meeting and Pre-meeting Workshop planning and coordination via TRG employee Jane Shepard; and 4. Corporate development activities, including sending letters to sponsors and potential sponsors. There is a fee-for-service list, which includes things such as copies, telephone charges, etc. More services can always be added for additional cost. H. Tvedten asked if any EB member feels that TRG is not providing contracted services. C. Olver said there were some problems with tracking purchases of slide sets, but that these were minor. H. Tvedten requested that we keep track of any problems. J. Radin asked S. Shelly who resolves discrepancies between TRG records and records maintained by the Treasurer. S. Shelly said the process is still being worked out and should get smoother. J. Radin said we need a more detailed balance sheets and budget projections from TRG, in order to make better decisions regarding contract re-negotiation. S. Shelly said she gets monthly financial reports from TRG. W. Reagan asked why the balance sheets and budget is not more detailed and complete than it is at present. J. Radin expressed a desire to be able to monitor actual vs. projected costs. She suggested that all EB members should get quarterly reports on projected vs. actual costs so that we can stay on track. S. Shelly will work with D. Benson to develop more satisfactory balance sheet and budget information for our use.

Journal Report – Karen Young

Veterinary Clinical Pathology Associate Editor K. Young reported that the journal had a very successful year budget-wise. Manuscript submissions were up 52%, possibly at least in part due to the fact that articles are now indexed on Medline. She reported an increase in the number of original research manuscripts submitted, and an increase in hematology manuscripts, providing an overall good balance of types of manuscripts. She reported that QAS manuscripts are beginning to be submitted. Manuscripts are submitted by both clinical pathologists and internists. Most (77%) manuscript submission is done electronically. Time from submission to press has decreased to under a year. The 2003 impact factor of our journal (which is based on how often its articles are cited) was increased at 0.574 (compared to 0.483 for 2002, 0.314 for 2001, 0.490 for 2000, and 0.183 for 1999; the top impact factor for a veterinary journal is 2.0). Medline indexing now goes back through 1975. The goal is to eventually have PDFs available for all articles.

K. Young reported that increased manuscript submissions led to restructuring of the workflow between the editorial office and the Section Editors, in order to centralize the review process and author correspondence. This has had the effect of relieving the Section Editors of what was an overwhelming amount of work for them, but it has increased the workload for the Editor and Associate Editor, and this will need to be addressed. Handling of some of the business aspects of the journal has been taken over by TRG. Allen Press still mails the journal. K. Young indicated that she and Editor Mary Christopher would like the EB to give some consideration to increased support of their activities in support of the journal. They have not yet developed a firm proposal, but possible means of increased support that they are considering asking for include: stipends for the Editor and Associate Editor, travel support for the Editor or Associate Editor to the ASVCP meeting each year, funding for professional development for the Editor or Associate Editor as a recurring budget item, increased technical support for editorial assistant Sharron O'Neill, and part-time clerical support (e.g., student workers to help with clerical tasks). J. Radin suggested that M. Christopher and K. Young include the costs of any increased support in their 2005 budget, which is to be submitted by December 15th. The EB will discuss the budget during a teleconference in early January 2005.

An electronic journal survey was completed during 2004, with a good response rate. Most members want to be able to do on-line searches, get PDFs, and link to Medline. Members/subscribers now have the choice of receiving the journal in electronic form only. No statistics are yet available to indicate how many have taken this option.

K. Young reported that the journal budget for 2003-04 looks good. The journal operated approximately \$1,000 in the red for 2002-03. It will probably be approximately \$5,300 in the black for 2003-04, although fees from TRG are yet to be factored in. In January, the color plate fee will increase to \$400.

K. Young updated the EB on progress on negotiations between the ASVCP and the Veterinary Information Network (VIN) regarding electronic publishing of articles from *VCP*. A contract has been drawn up. The EB was presented with the contract to consider for approval. There will be some transfer fees for Allen Press to send articles to VIN for electronic publication; this will amount to approximately \$3,200 for the two years covered by the contract. In return for the non-exclusive right to publish and distribute *VCP* articles for the 2 years covered by the contract, VIN will give the ASVCP a one-time gift of \$15,000, and subscribers to *VCP* (including ASVCP members) will have free access to the articles.

Development Committee Report – Karyn Bird

Karen distributed the donation card, envelope and promotional letter from H. Tvedten that have been developed for the "Share the Future" personal giving campaign that will be introduced to the membership at the Annual Business meeting and presented to all members at the time of membership renewal.

Committee Chair K. Bird was made aware of the need to seek funds for the Lifetime Achievement Awards to be made in 2005. Potential donors for the 40th Anniversary Celebration that is planned at the 2005 meeting in Boston were discussed. C. Olver suggested approaching breed registries for support. K. Bird indicated her committee has sought support from pet food companies, but has had little success. H. Tvedten suggested approaching meeting exhibitors to see if they might support ASVCP-sponsored events at the meeting. W. Reagan suggested microscope companies, and those companies that make chemistry instruments that are widely used in veterinary laboratories. H. Tvedten stressed that other committee chairs should not be contacting companies for financial

support except as coordinated with the Development Committee. This is to prevent repeated contacts of the same company and to ensure that all donors are given proper recognition for their support. H. Tvedten wondered if the ASVCP should have a donor reception similar to the one the ACVP has for its donors. It was decided to ask ACVP Council about their experiences. W. Reagan asked K. Bird if she was in favor of the concept of keeping some of the money that is raised each year in reserve rather than spending it right away, to give flexibility in future planning. K. Bird indicated she is very much in support of such a concept. H. Tvedten suggested that donor names could be attached to such endowment giving, or to continuing giving plans. S. Rees indicated that all donated money can be tracked to see exactly what it is used for. Money put aside for growth could be tracked separately. K. Bird expressed her concern that donations were down for 2004, and said a goal for her committee is to bring donations back up to at least the 2003 level for 2005. She expressed the need to replace some committee members.

J. Radin wondered if any of the \$15,000 gift from VIN could be used to support M. Christopher and K. Young's desire for increased support for their journal activities. H. Tvedten suggested we need their input on how the \$15,000 should be spent, but stated that we should fully support the journal and M. Christopher and K. Young's requests, regardless of whether we get the \$15,000. Sue Tornquist will seek input from Mary Christopher and Karen Young regarding how the \$15,000 gift from VIN should be spent.

The Executive Board meeting broke for lunch with ACVP Council at 12 noon EST.

The Executive Board meeting resumed at 2:04 pm EST.

Electronic Communication and Technology Committee Report – Lois Roth-Johnson

Committee Chair L. Roth-Johnson reported that her relatively new committee had a big agenda for 2004, but organization was slow and too few committee members were active during the year. More active members are needed and will be sought. She asked the EB for a priority list for potential projects. It was generally agreed that communication between the EB and the ECT Committee needs to improve. The EB will review the committee Charter that has been submitted by the ECT Committee and approve it before or during the EB teleconference to be held in early January 2005.

L. Roth-Johnson asked that the EB devise a standard protocol for getting items posted or updated on the ASVCP website. It was determined that M. Whitney will serve as "gatekeeper" for the website. She will remind the ECT Committee Chair when items such as the officer and committee lists need updating. Those who wish to have items posted on the website should submit them to M. Whitney. She will either approve the posting directly, or, if there is any controversy, present the material to the entire EB for approval. She will submit approved materials to L. Roth-Johnson and M. Christopher for posting. M. Whitney will place an announcement in the December Newsletter, informing members that any material they want to have considered for posting on the ASVCP website should be submitted to her. M. Whitney will request that ASVCP Committee Chairs who have material that needs to be posted on the website send it to her.

S. Tornquist gave L. Roth-Johnson a partial list of tasks that the EB would like the ECT Committee to handle for 2005. The list included devising a means of electronic balloting, and some means of insuring that spam filters and firewalls are not blocking the notification messages used to let members know when the Newsletters are available on the website. Lois was asked to submit a budget for 2005 to the EB by December 15th. S. Tornquist will send L. Roth-Johnson a more complete list of desired projects for the ECT Committee for 2005.

Quality Assurance and Standards Committee Report – Renee Pearson

Committee Chair R. Pearson reported that during 2004 her committee reformatted the guidelines for chemistry, hematology, coagulation and urinalysis that are on the website. In summary, the "preanalytical factors" sections for each type of testing have been combined. The analytical sections have been updated to include references, links and GLP considerations. The RIA section has been renamed "Principles of QA&S for Veterinary Immunoassay" and modified to include other more commonly-used methods such as ELISA, multiplex assays, automated chemiluminescence, and flow cytometry. Drafts of all changes will be sent to M. Whitney, who will distribute them to the EB for approval, following which the updated material will be sent to L. Roth-Johnson and M. Christopher for updating the website. The QAS Committee will have responsibility for the ASVCP Pre-meeting

Workshop in 2006. R. Pearson suggested the topic of QA&S for flow cytometry. R. Pearson stated that during 2005 she will be grooming Kristen Friedrichs to be the next Chair of the committee.

R. Pearson asked the EB for input on auto-tutorial program development. She expressed a need for expertise on graphics, animation, etc. These are to be low-cost or free materials that are used for teaching and learning. H. Tvedten suggested that the tutorials could be relatively simple. For example, a problem could be presented and some data could be presented on a CD. A second CD could later be provided, with answers to the problems. He stressed the importance of choosing good examples over having a fancy presentation. He suggested checking with Steve Stockham and others who presented cases at the 2002 "Teaching Clinical Pathology" session, which was centered on teaching concepts of quality assurance and assay validation. R. Pearson was asked to submit a committee budget by December 15, including any money needed for projects. S. Rees will send R. Pearson a list of Pre-meeting Workshop participants for 2003 and 2004, which R. Pearson may be able to use for getting feedback that will help in planning future workshops.

R. Pearson indicated that she needs 10 members to have an effective committee. M. Whitney will e-mail R. Pearson and the other committee chairs, giving them the projected publication dates for the 2005 Newsletters, to facilitate submission of committee update reports.

Veterinary Laboratory Professionals Committee Report – Linda Vap

L. Vap, committee Chair and Dennis Olexson, Assistant Chair, entered the meeting. L. Vap will serve as Chair for one more year, and then D. Olexson will become Chair. L. Vap cited some communication problems in getting this year's VLP program set. She would like an outline of the rest (non-VLP portions) of the ASVCP schedule for the 2005 meeting as soon as possible; Joanne Messick (Program Committee Chair) should be able to provide this soon. L. Vap would like to know how many Annual Meeting attendees are laboratory technologists. S. Rees will obtain statistics regarding how many Annual Meeting attendees are technologists.

D. Olexson indicated that cost was a limiting factor for meeting attendance by technical staff, especially for those that must travel from Canada. J. Radin mentioned that the EB has been thinking about trying to develop travel scholarships for technical staff members. She asked L. Vap for suggestions of possible donors to support such efforts. L. Vap reported that Lisa Shipp will continue to submit VLP-oriented articles to the Newsletters for one more year. L. Vap will seek feedback on having a half-day free during the VLP portion of the Annual Meeting. She said that it saves money to have all of the PACE credit sessions on as few days as possible (PACE registration costs \$100 per day regardless of the number of sessions), and this will be taken into consideration when planning the VLP program for the 2005 Annual Meeting. W. Reagan indicated to L. Vap that there is a need for the VLP program to include more sessions for technologists working in industry. He suggested that, since the DACC is meeting immediately prior to the ASVCP meeting in Boston, some of the DACC registrants may be attracted to the VLP educational program, if the topics are relevant to them. L. Vap indicated that she is encouraging technical staff to provide presentations. She would like to design a survey to be sent to VLP members to help identify educational topic areas for the future. L. Vap indicated that she now has software that should facilitate her ability to get feedback from this year's VLP program. S. Tornquist asked L. Vap for a list of new committee members, and also asked her to submit a budget for her committee by December 15. S. Tornquist invited L. Vap to participate during a portion of the EB teleconference scheduled for early January 2005.

Education Committee Report – Leslie Sharkey

L. Sharkey, committee Chair, said that the budget she had submitted for her committee was based on the previous year's expenditures. Money was budgeted toward the Trainee Reception, just in case sponsorship should be lost for that event. The budget also included money for food and supplies for the Teaching Clinical Pathology session and an Education Committee breakfast meeting. She reported that her committee has prepared and submitted its Charter, and she was told that the Charter would likely be approved at the beginning of the EB teleconference scheduled for the beginning of January. L. Sharkey reported that her committee has prepared a working draft of the hematology training guidelines but still needs to finalize those guidelines and to prepare the cytology/surgical pathology training guidelines. She reported no progress on plans to work with the ACVP and Mary Jo Burkhard to develop a speakers list, but intends for the committee to work on this in the coming year. S. Tornquist inquired as to what educational materials were planned for the ASVCP website. L. Sharkey suggested that teaching resources for the website could perhaps be developed from the Teaching Clinical Pathology forums. M. Whitney suggested that it might be good to have a lay-person oriented "What is

Veterinary Clinical Pathology” section on our website, as well as the more professionally oriented “What is Clinical Pathology” PowerPoint presentation that Melinda Wilkerson has prepared. W. Reagan’s idea of computerized lessons that could be used as an alternative to travel to educational meetings was revisited and considered for inclusion on the website. L. Sharkey indicated that her committee is exploring writing as a tool to teach clinical reasoning, a topic which may be presented in a future Teaching Clinical Pathology forum. She brought up the idea of seeking peer-review for teaching materials, and S. Tornquist suggested that having educational materials reviewed by the EB prior to posting on the ASVCP website serves as a form of peer review. L. Sharkey indicated that she is willing to serve as committee Chair for another year, and S. Tornquist advised her to be grooming her replacement.

Membership Committee Report – Tracy Stokol

Committee Chair T. Stokol reported that the Society gained 52 new members during 2004. She reported that Melinda Wilkerson has prepared a PowerPoint presentation, “What is a Clinical Pathologist?”, which is now available for use. She reported tentative plans on the part of her committee to produce an 8-10 minute “What is Clinical Pathology?” film/multimedia presentation based on a case workup. She said that such a presentation could be used to attract students into clinical pathology, and it needs to incorporate industry opportunities in clinical pathology as well as diagnostic opportunities. It could be used for student seminars, and could also be set for continuous play in association with the ASVCP booth display used at meetings. She also would like to have it available on our website. She estimated a cost of \$6,000-7,000 to make such a presentation, and agreed that it would require sponsor funding. She acknowledged that any fund-raising efforts would need to be coordinated with the Development Committee. She reported that committee member Paula Krimer is working with Glade Weiser to complete the notebook-sized hematology poster project that was previously approved by the EB. The posters will be given to new members and to students and possibly be offered for sale to others. She reported that in 2005, there will be student seminars at the Cornell, Michigan State, and University of California-Davis veterinary colleges. Over the next year, T. Stokol will be grooming P. Krimer to take over as Chair of the Membership committee. The Membership Committee budget has been submitted for EB approval. S. Tornquist indicated that an updated budget that includes money for new plans could be submitted prior to December 15. H. Tvedten suggested that T. Stokol provide the Development Committee with a list of desired projects that will require funding. T. Stokol suggested that the goals on the list of charges that is developed for each committee each year should be prioritized.

S. Rees will provide updated versions of the ASVCP logo to the committee chairs.

President Harold Tvedten adjourned the 2004 Executive Board meeting at 4:36 pm EST.

Business Meeting Minutes

Orlando, Florida, November 14, 2004

CALL TO ORDER

President Harold Tvedten called the meeting to order at 4:46 pm EST.

APPROVAL OF MINUTES

President Tvedten called for a motion to approve the minutes of the 2003 Annual Business Meeting in Banff, which were printed in the December 2003 ASVCP Newsletter. Steve Stockham moved to approve the minutes. Karyn Bird seconded the motion. The motion carried.

OLD BUSINESS

President Tvedten called for any old business. There being none, he moved on to Committee reports.

COMMITTEE REPORTS**Electronic Communication and Technology Committee Report – Chair Lois Roth**

L. Roth noted that her committee is new and has had a learning curve in achieving its goals to improve service to the membership. During 2004, the electronic notification message that informs members when Newsletters are posted to the website was improved. In the coming year, the committee intends to update and improve the ASVCP website, and streamline the process for future additions and updates. In order to achieve its goals, Lois said, more committee members are needed. Prospective members should be willing to devote 1-2 hours a month, though perhaps not every month. Lois said that committee members could expect to learn about programs and website maintenance. Interested members should contact Lois.

Development Committee Report – Chair Karyn Bird

K. Bird thanked her committee members and said that her committee needs new members. She said that her committee works closely with the Rees Group (TRG, the management company that provides the ASVCP with its National Office and now performs many of its financial and administrative functions) to improve the Development Committee. TRG now maintains the sponsor database. K. Bird reported that 5 new companies have been added to the database of corporate donors. She called on the membership for suggestions as to other potential corporate donors, including a contact person if possible. She reported that 14 companies gave a total of \$17,000 this year, which is less than the amount received by corporate donors in 2003. She recognized Pfizer and Dell Computers for supporting the 2004 ASVCP Pre-meeting Workshop, IDEXX for again sponsoring the Trainee Reception, and Roche and Abaxis for supporting the Veterinary Laboratory Professionals portion of this year's meeting. She reported that the levels of corporate giving have been revamped. Pfizer was the only Platinum Circle level donor (\geq \$3,000) this year. Gold Circle level contributors were Wyeth and IDEXX (\$1,500-2,999). The remainder of the corporate sponsors donated at the Silver Circle level (\leq \$1,500). She asked the membership to express thanks to our corporate donors/sponsors. She displayed a pie chart that illustrated how the corporate donated money was used. Most of the money (79%) was not earmarked, but 6% was donated to support VLP activities at the Annual Meeting, 12% was donated to support the Trainee Reception, and 3% was donated to support the Pre-meeting Workshop. Compared to 2003, corporate giving was down 30% for 2004, and the goal for 2005 is to increase total donations by 20%. The Development Committee seeks to work with other committees that have projects that require money and for which sponsors might be sought. Specific contributions for supporting the journal website and VLP activities are sought. Another activity that the Development Committee would like to promote is the provision of financial support to increase the number of laboratory professionals, clinical pathology trainees, and veterinary students that can attend the Annual Meeting. Those members who want to join the committee or have suggestions regarding potential corporate donors should contact Karyn Bird.

K. Bird then presented the new personal giving campaign, called "Share the Future", that the Development Committee has devised. Promotional materials (a giving card, a return envelope, and a letter from President Harold Tvedten explaining the campaign) were made available to the members present. All ASVCP members will be sent information about the "Share the Future" campaign as well as donation cards along with their membership renewal notification for 2005. It will be possible to donate over the Internet, and all donations are tax deductible. Various giving levels are specified as Founders Circle ($>$ \$2,000), 1965 Society (\$1,000-1,999), Presidents' Circle (\$500-999, Patron (\$250-499), and Friend ($<$ \$250). Donors may specify how they want their money spent, or they may designate that it can be used where most needed. Any size donation is welcome. K. Bird reminded members who work for companies that provide matching funds not to forget that avenue of helping the Society. The goal for the first year of the "Share the Future" campaign is to raise \$10,000. Karyn announced a \$1,000 challenge pledge put forth by Harold Tvedten. If any member will give \$500, or if any Corporate donor will double its contribution, he will donate \$1,000.

Education Committee Report – Chair Leslie Sharkey

L. Sharkey thanked Karyn Bird, the Development Committee and IDEXX for funding of the 2004 Trainee Reception and reported that the reception was great, accomplishing its intended functions of promoting collegiality and networking. She reviewed her committee budget and charges for 2004. She said that residency training guidelines for clinical chemistry have been published, those for hematology have been drafted, and other training guidelines are planned. She reported that the 2004 Teaching Clinical Pathology forum, entitled "Continuing Education in Clinical Pathology for the General Practitioner" went well. It generated the idea of developing case material for teaching difficult or boring topics that practitioners need to understand. She said that a list of topics will be put on the website or on the Listserv to solicit case material, and the final results will either be posted on

the website or put on a CD. She reported that the topic of the 2005 Teaching Clinical Pathology forum will be evaluation of teaching methods, including teaching technology, problem-based learning, and the use of writing in teaching. She asked that members who have particular interest or expertise in such topics and who want to participate in the forum contact her.

Membership Committee Report – Chair Tracy Stokol

T. Stokol thanked her committee members. She announced that Paula Krimer will take over as Committee Chair in the coming year. She said that some members of the Membership Committee will also become members of the Development Committee and of the Electronic Communication and Technology Committee, to facilitate more interaction and to make advancement of projects more efficient. She reported that the Society added 52 new members during 2004, 17 of which are professional or graduate students. She expressed concern that 34 memberships were not renewed for 2004. She reported that ASVCP total membership stands at 526, including 52 Canadian members and 64 members from outside North America. Plans for 2005 include increased interaction with other ASVCP committees; creation of a presentation (possibly a film) entitled “What is a Clinical Pathologist?”, for use in ASVCP-sponsored student seminars, and at meetings such as the American College of Veterinary Internal Medicine Forum; determination of why some members do not renew; and production of a notebook-sized canine blood cell poster to be used as a student give-away. She asked for member input regarding what information should be included in the “What is a Clinical Pathologist?” presentation.

Program Committee Report – Chair Joanne Messick

J. Messick thanked her many committee members. This year, the Program Committee produced the ASVCP Pre-meeting Workshop. The Workshop had 51 attendees, which was fewer than hoped for, since the cap was 75 attendees. J. Messick reported that 4 individuals, Anne Barger representing academic clinical pathologists, Lisa Shipp representing the VLP arm of the Society, Bruce LeRoy representing clinical pathologists in diagnostic lab settings, and Renee Pearson representing those in industry, have been identified to promote attendance at the VLP portion of the Annual Meeting. She said that 2004 has been the first year that attendees of the VLP sessions have had to pay full conference registration. There are 3 separate ½ day sessions in the VLP portion of the program. Attendance is monitored in these sessions, to ensure that expenses for the sessions are being recovered via registrations. She announced that everyone (ACVP, ASVCP and VLP attendees) will have Monday afternoon scheduled as free time in the 2005 Annual Meeting program. A recent member survey regarding desirability of a half-day off during the meeting resulted in votes approximately 2:1 in favor of the free time. Having the free time will necessitate overlap of the ASVCP Case Review session and the ACVP Education Specialty session. The ASVCP Specialty Group session will be on Tuesday morning, and the Case Review session will be on Tuesday afternoon. At the 2005 meeting there will be a mini-symposium on myeloproliferative disease; this will be on Wednesday morning. Scheduling of 1.5 hour lunch breaks during the meeting will be continued. J. Messick pledged to work to prevent recurrence of the errors that occurred in some of the schedules published prior to this year's meeting.

Quality Assurance and Standards Committee Report – Chair Renee Pearson

R. Pearson reported that, despite the fact that it is small, her committee had accomplished a lot in 2004. She thanked the committee members. She reported that Dennis Olexson is serving as a consultant to review draft documents devised by the committee. She put out a call for new members for the committee. A Committee charter was drafted during 2004 and has been submitted for Executive Board approval. She said that the QAS guidelines that are posted on the ASVCP website have been revised and that the revisions will appear on the site sometime in early 2005. The guidelines have been reformatted, urinalysis guidelines have been added, and references, links and regulatory influences have been incorporated into the guidelines. She said that the RIA section will be revised into an “Immunoassay” section, which will incorporate flow cytometry, ELISA testing, chemiluminescence and other technologies. Guidelines for blood typing, cross matching and other procedures are planned. She solicited ideas for the Pre-meeting workshop in 2006, which will have a QAS theme. She announced that over the coming year Kristen Friedrich will be groomed to become the new Chair of the committee.

Regulatory Affairs Committee Report – David Honor for Chair Vincent Meador

With Committee Chair Vince Meador being out of the country and unable to attend the meeting, committee member David Honor gave the report. D. Honor explained that the Regulatory Affairs Committee is made up mostly of industrial clinical pathologists. They respond to various agencies that seek to regulate the

pharmaceutical industry. Bonds between the ASVCP, ACVP and STP (Society of Toxicologic Pathology) have been forged to achieve common goals, and this has worked well. The primary activity for 2004 has been to write a response to a draft document from the European Medicines Agency (EMA) regarding hepatotoxicity assessment. The response will be submitted to the Executive Board for review. D. Honor thanked the committee members and welcomed new members. He stated that it was the committee's goal to make the response to the EMA document on hepatotoxicity assessment into a publication.

Veterinary Laboratory Professionals Committee Report – Chair Linda Vap

L. Vap thanked the 11 members of her committee. She thanked committee member Carolyn Haines for handling PACE credits for the VLP portion of the meeting. She said that next year, Dennis Olexson will take over as Chair of the committee and Rick DeFrancisco will take over handling of the PACE credits. Lisa Shipp will continue writing articles for the ASVCP Newsletter for one more year. She said that there is not a great need for new committee members, but those that would like to join the committee are welcome. She said that the committee likely was moving toward better addressing the concerns of laboratory professionals working in industry, and input into that area is welcome. She invited all ASVCP members to join the VLP Listserv, which is separate from the ASVCP Listserv. She said the 2004 meeting provided 7 PACE credits, with another 7 credits available for attending the Pre-meeting Workshop. Development of the meeting program for next year will begin immediately. More round-table topics are needed. The committee would like to encourage technical staff members to speak at the Annual Meeting. She asked that pictures of the committee members be placed on the ASVCP website, and H. Tvedten indicated that this could probably be done.

VETERINARY CLINICAL PATHOLOGY REPORT – Associate Editor Karen Young

H. Tvedten thanked Mary Christopher and Karen Young for their efforts in regard to *VCP*. K. Young thanked several people who help with the journal, including Editorial Office Manager Sharron O'Neill, Allen Press representative Beverly Prescott, and Glenna Gobar, who helps with manuscript indexing. She reported that the ASVCP's management office, The Rees Group (TRG) has recently taken over some of the business aspects of publishing the journal. She said that in 2003, Julie Clements Reagan had prepared all issues for publication, but that that function has now been taken over by Allen Press. She gave many thanks to the journal's Section Editors: John Harvey for Hematology/Immunology, Rose Raskin for Cytology/Surgical Pathology, Asger Jensen for Clinical Chemistry, and Jean-Pierre Braun for Quality Assurance/Instrumentation. She also thanked the Editorial Board for reviews and suggestions for review articles, and thanked all who reviewed manuscripts. She commented that many authors have expressed appreciation for the reviewers, who make their manuscripts better. Special thanks went to all who have submitted manuscripts.

K. Young reported that manuscript submissions have increased 52% in 2004, and that it is no longer a struggle to fill each issue with manuscripts. She said the upcoming December issue will be the largest ever. There is a good balance of manuscripts between the areas of hematology, cytology, and chemistry, and the number of manuscripts in the area of quality assurance and standards is increasing. She said that it is currently taking about a year to get a manuscript from submission to press, which is good for a journal that is published only 4 times per year. She said that the handling process for manuscripts has been restructured to increase the efficiency of the review process. She reported that the journal website gets lots of hits. The 2003-04 budget is in the process of being finalized, and includes approximately \$46,000 in expenses and approximately \$51,000 in income, for a net of approximately \$5,300, which is an improvement over 2002-03. She said that 98 members responded to an electronic survey regarding the journal. Most wish to continue receiving paper copies of the journal. A summary of the survey will appear in a future ASVCP Newsletter. A goal for 2005 is for all the articles published in *VCP* to be made available on the journal website as PDF files. Indexing on Medline currently extends back to 1974.

ASVCP LISTSERV MANAGER'S REPORT – Marlyn Whitney for Mike Scott

M. Whitney gave a report for M. Scott, who was unable to attend the meeting. There are currently 515 subscribers to the ASVCP Listserv, compared to 501 subscribers 1 year ago, 467 subscribers 2 years ago, and 329 subscribers 3 years ago. Few problems were experienced during 2004, other than the occasional erroneous transmission of personal messages over the Listserv. An automated top banner reminding that replies are sent to the entire list was added to all messages in an attempt to curb this problem. Subscriptions to the list are limited to ASVCP and ESVP members, VLP members, and ASVCP applicants. Information about the Listserv and its use can be obtained on the ASVCP website.

SECRETARY'S REPORT – Marlyn Whitney

M. Whitney reported that transition from paper to electronic publication of the Newsletter seemed to go smoothly. Approximately 30 members who do not have access to e-mail or the Internet are still sent paper copies of the Newsletter. All other members receive electronic notification when each issue of the Newsletter is posted to the ASVCP website. There is some concern that spam filters and firewalls may prevent some members from getting the e-mail notifications, which are mass mailed from the ASVCP National Office. A show of hands of those in attendance indicated that most are receiving the notifications. Switching to electronic Newsletters has saved the Society money (printing and postage costs). The annual Membership Directory continues to be produced in paper form and is sent to all members. Minutes were kept for all Executive Board meetings and teleconferences that were held in 2004. The 2004 Executive Board Minutes and Annual Business Meeting Minutes will be published in the December 2004 issue of the Newsletter. All actions taken by the Executive Board via e-mail correspondence or teleconference are summarized in the "Executive Board Update" section that appears in each Newsletter. Changes to the ASVCP website are made by Mary Christopher or members of the Electronic Communications and Technology Committee. M. Whitney will serve as "gatekeeper" for additions/changes to website content. Members who have items/information that they wish to have put on the website should submit them to the Secretary. She will either approve the posting directly, or circulate the material to the entire Executive Board for approval. Following approval, the material will be forwarded to M. Christopher or the ECT Committee for posting.

TREASURER'S REPORT – Marlyn Whitney, for Sonjia Shelly

M. Whitney gave a report for Treasurer S. Shelly, who was unable to attend the meeting. As of September 30, 2004, the Society has posted income of \$78,055 and operating expenses of \$41,244, for a net income of \$36,811. Expenses and income for the final quarter of the year must be entered before the Treasurer's report for 2004 can be finalized. Several expenses, especially those relating to Issue 4 of VCP, are still outstanding. It is projected that the Society will end up with little or no profit for 2004. For this reason, the Executive Board has voted to increase dues by 10% across each membership category. Effective with the 2005 membership renewal, dues will be \$88 for North American full members, \$99 for full members outside North America, and \$55 for students, residents, and interns. Assets held by the Society as of the end of September are: \$100,799 in the Vanguard Money Market fund (which is money banked for future projects and as a buffer against potential bad financial years), a bank balance of \$42,227 brought forward from 2003, and the \$36,811 held as current net income for 2004, for a total of \$179,837. A more complete Treasurer's report for 2004 will be published in an upcoming issue of the ASVCP Newsletter. President Tvedten briefly addressed the need for ASVCP to operate on sound business practices, including holding in reserve enough money to cover 18 months to 2 years of operating expenses. The Vanguard Money Market account currently provides this reserve.

NEW BUSINESS**New Member Recognition – President Harold Tvedten**

President Harold Tvedten welcomed the 52 new members that have joined the Society since the 2003 Annual Business Meeting in Banff.

ESVCP/ECVCP Update – Anne Provencher-Bolliger

A. Provencher-Bolliger reported that there are now 45 Diplomates in the European College of Veterinary Clinical Pathologists (ECVCP). Of these, 15 are Charter Diplomates, 28 are Defacto Diplomates, and 2 are Honorary Diplomates. Seventeen countries are represented. The ECVCP conducted its first examination in September of 2004, there were 3 candidates, and the result was 3 new Associate Diplomates. Thanks went to the ACVP Diplomates who helped administer the examination: Steve Stockham, Michael Fry, Paul Avery, Elizabeth Welles, and Robin Allison. The ECVCP has an Executive Committee, a Scientific Committee, an Examination Committee, a Credential Committee, a Laboratory Standards Committee, and an Education Committee. The ESVCP (European Society for Veterinary Clinical Pathology) has greater than 100 members, including veterinarians and non-veterinarians. During 2004, the ESVCP Congress/scientific meeting was held in September. There was an ESVCP Day in Spain in conjunction with the meeting of the meeting of the European College of Veterinary Internal Medicine. There was also a meeting in Poland in conjunction with the European College of Veterinary Pathology and the European Society for Veterinary Pathology (ECVP/ESVP). This included a continuing education session, a case presentation session, and more than 40 scientific abstracts. In 2005, there will be a Congress on June 23-27 in Utrecht, the Netherlands. There will be a continuing education day on September 9-10 in Naples, Italy in conjunction with the ESVP. There will be an ESVCP day on September 2 in Glasgow, Scotland,

in conjunction with the ECVIM. Abstracts for posters, scientific presentations and case presentations are welcome. See the ESVCP website for details (www.esvcp.com), or contact A. Provencher-Bolliger.

40th Anniversary Celebration – Sue Tornquist

S. Tornquist reported on plans for the ASVCP's 40th Anniversary Celebration, to be held in conjunction with our 40th Annual Meeting next year in Boston. The celebration venue in Boston has not yet been chosen and will be contingent upon funding available. It is intended to be a fun celebration which also recognizes the important contributions of many Society members over the past 40 years. There will be a presentation moderated by Dennis DeNicola. Member input on the program is sought, including any stories, anecdotes, or pictures (funny or otherwise). Digital images can be sent, or photos can be sent to S. Tornquist for digitization. Ideas for other entertainment are also welcome.

President Harold Tvedten asked if there was other new business. There being none, he proceeded to the Induction of Officers.

INDUCTION OF OFFICERS

Sue Tornquist was inducted as the new ASVCP President, with Harold Tvedten passing the gavel to her. Holly Jordan was inducted as the new 1st Year Executive Board Member. The complete Executive Board for 2005 is: Sue Tornquist, President; Judy Radin, President-elect; Harold Tvedten, Immediate Past-president; Marlyn Whitney, Secretary; Sonjia Shelly, Treasurer; Christine Olver, 2nd Year Board Member; and Holly Jordan, 1st Year Board Member.

President Sue Tornquist acknowledged Harold Tvedten's many contributions to the Executive Board during his years of service, and presented him with an engraved gavel. She then thanked William (Bill) Reagan, who is stepping off the Board this year, for his many contributions. He was presented with a coffee cup emblazoned with the ASVCP logo, as well as a card and a gift certificate from a bookstore.

The members were reminded of the ASVCP Reception, scheduled for Monday evening at 5:15 pm.

ADJOURNMENT

The meeting was adjourned.

Announcements

ASVCP National Office: Members can contact the ASVCP National Office at 7600 Terrace Avenue, Suite 203, Middleton, WI 53562; Phone 608-831-7829; Fax 608-831-5122; E-mail info@asvcp.org.

Electronic Newsletters: If you have any problems accessing the newsletter electronically, please contact the ASVCP National Office (info@asvcp.org) or Secretary Marlyn Whitney (whitneym@missouri.edu).

Change of Address: Please send any changes in mailing address or electronic mail address to the ASVCP National Office at 7600 Terrace Avenue, Suite 203, Middleton, WI 53562; Email: info@asvcp.org; FAX 608-831-5122.

ASVCP Newsletter and/ or Website Submissions: If you have any material of interest to post in the newsletter or on the ASVCP website (www.asvcp.org), please contact the ASVCP Secretary, Marlyn Whitney, at D102 Veterinary Medical Diagnostic Lab, University of Missouri, Columbia, MO 65211; Email: whitneym@missouri.edu.

ASVCP Membership Application: Member application forms are available at the ASVCP website (www.asvcp.org), by contacting ASVCP Secretary Marlyn Whitney at whitneym@missouri.edu, or by

contacting the ASVCP National office at 7600 Terrace Avenue, Suite 203, Middleton, WI 53562-3174; phone 608-831-7829; Email: info@asvcp.org.

Upcoming Meetings

American College of Veterinary Internal Medicine Forum: June 1-4, 2005, Baltimore, Maryland. For more information, go to www.ACVIM.org.

142nd American Veterinary Medical Association Convention and 28th World Veterinary Congress: July 16-20, 2005, Minneapolis, Minnesota. For more information, go to www.avmaconvention.org.

European Congress on Comparative and Veterinary Clinical Pathology: 7th Annual General and Scientific Meeting of the European Society of Veterinary Clinical Pathology / European College of Veterinary Clinical Pathology; 2nd Joint Meeting of the AECCP and ESVCP/ECVCP. June 21-24, 2005, Utrecht University, Utrecht, The Netherlands. For more information, go to www.esvcp.com.

American Society for Investigative Pathology Annual Meeting / Experimental Biology 2005: April 2-6, 2005, in San Diego, California. The ACVP will be a guest society at the ASIP meeting at Experimental Biology 2005, and ACVP members can register for the meeting at ASIP member rates and can submit abstracts to the meeting (www.miracdc.com/eb2005). The Experimental Biology meeting attracts 12,000-15,000 scientists annually. The ACVP will sponsor the symposium, "Mutant Animal Models: Phenotyping and Comparative Medicine," on April 3 from 2-5 pm. For more information, go to www.asip.org.

Job Opportunities

Residency in Veterinary Clinical Pathology. The Department of Diagnostic Medicine/Pathobiology is accepting applications for a residency in veterinary clinical pathology with a starting date near October 1, 2005. The program consists of a 3-year experience that provides in-depth clinical pathology training through informal training sessions, diagnostic service responsibilities, teaching of clinical pathology to veterinary medical students, participation in seminars, presentations at national meetings, and writing manuscripts for publication. The program is designed to meet the training requirements to sit for the certification examination of The American College of Veterinary Pathologists (<http://www.acvp.org/exam/train.php>). The successful applicant will work and study with board-certified clinical and anatomic pathologists who provide direct instruction and guidance. The beginning stipend is \$25,000 with \$1,000 increases in the second and third years; residents also are eligible for faculty/staff benefits. Candidates must have a DVM or equivalent degree; candidates with at least one year of post-DVM clinical experience and who are graduates of AVMA-accredited veterinary colleges are preferred. Applications should include curriculum vitae, statement of professional goals, veterinary school transcript & class ranking, and a list of three references (name, address, phone number, e-mail address). Send applications to Dr. S.L. Stockham, Department of Diagnostic Medicine/Pathobiology, College of Veterinary Medicine, Manhattan, KS 66506; e-mail: stockham@vet.k-state.edu, fax: 785-532-4039. Additional information about the program is available in the Department's website (<http://www.vet.ksu.edu/depts/dmp/teach/residency.htm>). The deadline for receipt of application is December 31, 2004, but applications will be accepted after that date if the position is not filled. Kansas State University is an AA/EOE.

Veterinary Pathologists. Antech Diagnostics has openings for clinical and anatomic pathologists at our Irvine, California and Chicago, Illinois facilities. In Irvine we have a brand new facility with "state-of-the-art" laboratory/histopathology equipment. Antech pathologists will have adjunct faculty status with Western University Veterinary School and will be participating in the training of veterinary students starting August 2005. Currently there are 10 pathologists on staff in the Irvine laboratory. Qualifications include a D.V.M. or V.M.D. degree and A.C.V.P. board certification or eligibility. Salaries and benefits are

highly competitive. For further information about the surgical pathology positions call Dr. Jeff Edwards at 1-800-745-4725, Extension 303 and for clinical pathology call Dr. Lon Rich at 1-800-745-4725, Extension 247.

Veterinary Clinical Pathologist. Tenure-track Faculty, Department of Pathobiology, College of Veterinary Medicine, Auburn University, Alabama. A tenure-track position at the rank of Assistant, Associate, or Full Professor will be available January 1, 2005 for a veterinary clinical pathologist. Essential qualifications are a DVM degree (or equivalent) and a PhD degree in a discipline relevant to clinical pathology. Certification as a Veterinary Clinical Pathologist by the American College of Veterinary Pathologists is preferred. Board eligible individuals will be considered. Preferred qualifications also include recent experience in didactic classroom and small-group instruction of veterinary students and in providing diagnostic veterinary clinical pathology services. Recent experience in conducting collaborative or independent research is desirable. Responsibilities include about 75-80% diagnostic services and teaching (DVM and graduate students, residency training), and 20-25% research or outreach activities. Review of applications will begin November 1, 2004 and continue until the position is filled. The successful candidate will join a Clinical Pathology section with two other clinical pathologists, two residents, five medical technologists, and one receptionist/office associate. Minorities and women are encouraged to apply. Applicants should submit a curriculum vita, statements summarizing professional experience and career goals, and names, addresses and telephone numbers of three references to: Dr. Elizabeth G. Welles, Department of Pathobiology, College of Veterinary Medicine, Auburn University, AL 36849-5519. TEL: (334)-844-2689, FAX: (334)-844-2652, e-mail: welleeg@vetmed.auburn.edu. Auburn University is an affirmative action/equal opportunity employer.

Veterinary Clinical Pathologist Position. The Department of Microbiology, Immunology and Pathology, College of Veterinary Medicine and Biomedical Sciences, Colorado State University, is seeking a veterinary clinical pathologist for a tenure track faculty position at the Assistant or Associate level. The rank and salary will be commensurate with the candidate's experience. Responsibilities include diagnostic service, teaching, and collaborative or independent research. The percentage of commitment to the areas of service, teaching and research is negotiable. Many opportunities for collaborative research are available with clinical specialists and within the college's established Programs of Research and Scholarly Excellence. Teaching responsibilities include participation in a team-taught clinical pathology course to 2nd year professional veterinary medical (PVM) students and a team-taught clinical pathology practicum course to 3rd year PVM students. Responsibilities also include significant participation in resident/graduate student training. Teaching and service responsibilities are currently shared amongst four ACVP Board-certified clinical pathologists and one special-appointment Board-eligible assistant professor. This program provides diagnostic support services for the large caseload from the Veterinary Teaching Hospital, as well as for practitioners who submit samples through the Diagnostic Laboratory. Applications will be accepted until the position is filled. However, evaluations of applications will begin by February 15, 2005. Applicants should submit a letter expressing their interest and qualifications for the position, a current curriculum vita, and the names, addresses, and telephone numbers of three references to: Mary Anna Thrall, Chairman, Veterinary Clinical Pathologist Search Committee, Department of Microbiology, Immunology and Pathology, College of Veterinary Medicine and Biomedical Sciences, Colorado State University, Fort Collins, CO 80523. Phone: 970 491 7508, E-mail: maryanna.thrall@colostate.edu. Request additional information by: Phone: 970-491-6144; E-Mail: cpsearch@colostate.edu; Fax: 970-491-0603. CSU is an EEO/AA employer.

Scientists in Research and Development Pathology: Pathologists at Genentech play an active role collaborating and leading the discovery, characterization and preclinical development through marketed products in the therapeutic areas of oncology, immunology and angiogenesis, have access to cutting edge equipment and techniques, design, implement and analyze GLP and non-GLP studies, and ensure the comprehensive, highly integrated safety profiling of drug candidates. **Requirements:** DVM/VMD, board certification in Veterinary Pathology and a PhD or equivalent experience in pathology or related discipline. **Desired skills:** industry experience in mechanisms of toxicity, drug development and identifying, developing and use of existing models of human disease. In addition to Genentech's superior working culture, we're also fortunate to enjoy our spectacular location in the **San Francisco Bay Area**. The region we call home is nestled between the Pacific Coast and the Sierra Nevada mountains, easily

accessible for year-round outdoor activities. The Bay Area is just as diverse culturally as it is geographically, with world-class arts, entertainment, sports and universities at your doorstep. Genentech offers one of the most comprehensive benefits packages in the industry. Our culture emphasizes working hard, working together and sharing rewards. For immediate consideration, please apply online at www.gene.com/careers and reference the appropriate requisition #1000003407 in the keyword search. Genentech is an equal opportunity employer.

Assistant/Associate Professor, Clinical Pathology (tenure track). School of Veterinary Medicine, University of California, Davis. DVM or equivalent with advanced training in Clinical Pathology. Board certification or training sufficient to qualify for examination in Clinical Pathology. ACVP board certification in Clinical Pathology preferred. PhD or equivalent postdoctoral research training required at appointment. PhD preferred. Clinical experience and competence in Clinical Pathology. Demonstrated aptitude/experience in teaching. Documented research record or potential to develop an independent research program using contemporary technologies for the characterization of animal diseases or animal models of human diseases. Must possess excellent interpersonal and communication skills and a demonstrated ability to work with others in a collegial team atmosphere. To receive fullest consideration, applications must be received by February 15, 2005; position opened until filled. Expanded position description at <http://www.vetmed.ucdavis.edu/pmi/>. Submit letter of intent outlining special interest in the position, overall qualifications, experience, and career goals; CV; and names and addresses of three professional references to Dennis W. Wilson, Chairman, Department of Pathology, Microbiology and Immunology, School of Veterinary Medicine, University of California, Davis, Davis, CA 95616, Attn: Donna Roggenkamp. AA/EOE

Residency in Veterinary Clinical Pathology. The Department of Physiological Sciences, University of Florida has 1 position available for a 3-year residency program beginning Jul 15, 2005. The residency is designed to provide thorough Clinical Pathology training for ACVP certification and provide basic research experiences. Those who are qualified and choose to pursue graduate studies concomitant with or subsequent to residency training can do so through the College of Veterinary Medicine graduate programs of Physiological Sciences or Infectious Diseases and Experimental Pathology. The supervised residency trainee is expected to provide diagnostic service in the Clinical Pathology laboratory of the Veterinary Medical Teaching Hospital through interpretation of hematologic and biochemical data as well as cytologic specimens. Participation in veterinary student teaching and college seminars is expected. Applicants must possess DVM or equivalent degree. One year of postgraduate clinical experience is highly desirable. Each application must include curriculum vitae, college transcript(s), letter stating career goals, and 3 letters of reference. Application deadline is Dec 15, 2004. Contact Dr. Rick Alleman, PO Box 100103, College of Veterinary Medicine, University of Florida, Gainesville, FL 32610-0103; phone 352-392-4700 (ext. 5858), FAX 352-392-2938, or email AllemanR@mail.vetmed.ufl.edu. Description of the program is available at website <http://www.vetmed.ufl.edu/physio/clinpath/resident.htm>. The University of Florida is AA/EOE.

Veterinary Clinical Pathologist. The Department of Veterinary Pathobiology and the Veterinary Diagnostic Laboratory, College of Veterinary Medicine, University of Illinois at Urbana-Champaign, are seeking a clinical pathologist. Appointment will be made at the level of Assistant, Associate or Full Professor, as dictated by the candidate's level of experience. A DVM or equivalent degree, PhD degree, and ACVP board certification or board eligibility with intent to complete, are requirements for the appointment. Duties require service in the clinical pathology laboratory, teaching in the professional and graduate programs, and development of an independent research program. A wide range of collaborative research opportunities exist at both the College and University levels. Salary will be competitive and commensurate with experience and qualifications. For full consideration, applications should be received by February 1, 2005. Proposed starting date: as soon as possible after June 1, 2005. Please send a letter of application, curriculum vitae, and names of 3 references to Dr. Anne Barger, College of Veterinary Medicine, University of Illinois, 1008 W. Hazelwood Ave, Urbana, IL 61801, (217) 244-4106. The University of Illinois is an Affirmative Action/Equal Opportunity Employer.