

APMSA MID-WINTER MEETING

February 24-26, 2005
SAN FRANCISCO, CA

I. OPENING PROTOCOL

- A. **CALL TO ORDER/OPENING STATEMENTS:** President Penney called the meeting to order at 6:05pm.
- B. **INTRODUCTION OF MEMBERS AND ROLL CALL (215-218):** All were in attendance except Patrick Hall and Matt Sorenson.
- C. **PRESENTATION OF NEW DELEGATES TO THE HOUSE**
- D. **ADDITIONS TO AGENDA:** See NEW BUSINESS.
- E. **SCHEDULE OF MEETINGS (6)**
- F. **CONSTITUTION AND BYLAWS (7-15)**
- G. **PROCEDURES MANUAL (16-33)**
- H. **RESOLUTIONS (34-40)**
- I. **SHORT TERM GOALS (41-42)**

II. OPENING BUSINESS

- A. **APPROVAL OF MINUTES – AUGUST 2004 (44-61).**

A MOTION WAS MADE TO ACCEPT THE MINUTES FROM THE AUGUST 2004 MEETING. SECONDED. CARRIED.

- B. **REVIEW OF DIRECTIVES – MS. WISDO/MS. McDONALD (62-66):**

- 1. To School Presidents: For the School Presidents to go back to their school and find out from their students whether they would mind their scores being divulged to their dean including their name and the area that they were deficient in. This would be done to help their school to adjust the curriculum if need be. Deadline: Mid-Winter Meeting.
STATUS: COMPLETED and reviewed in the Presidents Committee Report - BUSGMS – no, CSPM – no, CPMS – yes, NYCPM- yes, OCPM- no, SCPM – yes, TUSPM- yes.
- 2. 3rd Year Delegates: For the 3rd Year delegates to find out from their dean whether any of their faculty members submit questions and if they would be willing to send funded faculty members to discuss the questions for the National Boards. Deadline: Mid-Winter meeting.
STATUS: BUSGMS – yes, never answered; CSPM – yes, yes; CPMS – no, yes; NYCPM- yes, yes; OCPM - no answer, yes; SCPM – unsure, yes; TUSPM- yes, yes.
- 3. To Delegates/Alternates: For the delegates and alternates to find out if students prefer a two or a three-year program (excluding class of 2005 information). Deadline: October 15th, report to Ms. Ugrinich.
STATUS: COMPLETED.
- 4. To Delegates: For the delegates to poll their classes to find out if the students feel that there should be a cap on the number of matriculating students. Deadline: Mid-Winter meeting.
STATUS: Overall poll was that students felt that there should be a cap on matriculating students.
- 5. To AACPM Liaison: For the AACPM liaison To report to the AACPM meeting to direct to the Council of Deans that the APMSA House feels that we are not getting adequate guidance in research. Deadline: October 15, Cc: Ms. Wiggins.
STATUS: COMPLETED.
- 6. To 2nd Year Delegates: For all 2nd year delegates to show up on time for the CAB meeting tomorrow morning at 8am. Deadline: August 24th.
STATUS: COMPLETED.

7. To 2nd Year Delegates/Alternates: For the 2nd year delegate and alternates to write a thank you letter to thank CAB for allowing them to sit in on the meeting and for breakfast. Deadline: September 14th, Cc: Ms. Wiggins.
STATUS: COMPLETED.
8. To 4th Year Delegates: For the 4th year delegates to return to the mid-winter meeting having polled the 4th year class of any problems/complaints of CRIP/CASPR. Deadline: Mid-Winter Meeting
STATUS: COMPLETED.
9. To APMSA President: For the APMSA President to write thank you letters to the guest speakers that spoke to the House. Deadline: Sept 14th, Cc: Ms. Wiggins
STATUS: COMPLETED.
10. To APMSA President: For the APMSA President to write a thank you letter to thank the recruitment committee – Betsy Herman (chair) for the gift. Deadline: Sept 14th, Cc: Ms. Wiggins
STATUS: COMPLETED.
11. To CAB Chair: For the CAB Chair to bring the suggestions made by the House involving the Research Grant Program to the next CAB meeting. Deadline: Mid-Winter meeting, Cc: Executive Director.
STATUS: Not able to meet yet, there has not been a CAB meeting since the last APMSA HOD meeting and will be tabled until later.
12. To 2nd Year Delegates/Alternates: For the 2nd year delegates and alternates to write a thank you letter to Medicis for the sponsored breakfast and their support in the silent auction. Deadline: September 14th, Cc: Ms Wiggins.
STATUS : COMPLETED by Ms. Keplinger, Mr. Lepow, Mr. Mineo and Ms. Nathanson.
13. To APMSA President: For the APMSA President to write a thank you letter to Dr. Caparuso for sponsoring 10 seats at the Dr. Goldstein Honorary lunch. Deadline: September 14th
STATUS : COMPLETED .
14. To all Class Presidents: That the new chairperson of President's Committee, with the assistance of all the presidents of the schools work together to redo the Procedures Manual. It is suggested that the grammar and format be revised and it should also be added to the manual that all the Presidents should receive a copy of the manual with his/her agenda prior to the meeting. Deadline: Mid-Winter Meeting.
STATUS : COMPLETED and reviewed in the Presidents Committee Report.
15. To all Class Presidents: For all the Class Presidents to pursue a lobbying event at all the schools and to seek help from their state society to identify appropriate measures. Deadline: Mid-Winter Meeting.
STATUS : COMPLETED and reviewed in the Presidents Committee Report.
16. To all Class Presidents: For all the Class Presidents to speak with the Deans of their schools to discuss the availability of spots for residencies and investigate the necessity of capping the number of matriculating students. Deadline: Mid-Winter Meeting.
STATUS : COMPLETED and reviewed in the Presidents Committee Report; BUSGMS, CSPM, CPMS, OCPM all said that capping is necessary and NYCPM and TUSPM said that there was not a need to cap.
17. To BOT members: That all BOT members have their flight information within two months of the upcoming meeting in San Francisco. Deadline: Two months before San Francisco Meeting.
STATUS : COMPLETED except for Mr. Sorenson.
18. To All Delegates/Alternates: To update the Database and submit to Ms. Wiggins via mail, fax or email. Due to some students being out on clerkship from the class of 2005, it will be up to them to call 1-800-ASK-APMA to update their information...send an email to those classmates if possible. Deadline: September 13, 2004. Cc: Ms. Wiggins.

STATUS : COMPLETED.

19. To 2nd Year Delegates/Alternates, Liaison, President & Executive Director: To submit an article to the First Step editor (Tim Mineo) for the Fall edition of First Step. Liaisons are just to submit a summary statement. Deadline: September 24, 2004. Cc: Ms. Wiggins, & Mr. Mineo.

STATUS : COMPLETED.

20. To CAB Chairperson: To submit a letter to the First Step Editor (Tim Mineo) for the Special Edition of First Step. Deadline: November 1, 2004. Cc: Executive Director & Mr. Mineo.

STATUS : COMPLETED.

21. To Class of 2006: CRIP date...stay in December, change back to January or indifferent. Deadline: October 13th, 2004. Cc: Ms. Williams & Mr. Riley.

STATUS : COMPLETED.

22. To Class of 2008: To complete and present findings of First Year Project to the APMSA HOD. Deadline: Mid-Winter HOD.

STATUS : COMPLETED.

23. To Class of 2008: To send thank you letter to PICA for hosting 2005 Orientation. Deadline: January 21, 2005. Cc: Ms. McDonald.

STATUS : COMPLETED by: Mr. Bangart, Mr. Reuter, Mr. Siqqiqui, Mr. Seiko, Ms. Smith and Mr. Freidrich.

C. PRESIDENTS' ADRESSES

1. **Mr. Penney (67):** passed out a test on APMSA Constitution and Bylaw Test and requested that the tests be completed and returned, those who score poorly will face repercussions
2. **Mr. Riley (68):** thanked everyone for the opportunity to be the House President and expressed his excitement with the new Executive Director.

III. LIAISON REPORTS

- A. **PPAC – MR. BELPEDIO (70-75):** Mr. Belpedio stated that his report stands as written and noted that we are already at 20% of our goal for the year.

A MOTION WAS MADE TO ACCEPT MR. BELPEDIO'S REPORT. SECONDED. CARRIED.

Directive #1

To: CAB Chair

For the CAB Chair to bring the suggestions made by the House involving the Research Grant Program to the next CAB meeting.

Deadline:

Cc: Ms. McDonald

THE GAVEL WAS PASSED TO MR.RILEY AS THE NEW PRESIDENT OF THE APMSA.

- B. **NBPME – MS. KEPLINGER (76-80):** Ms. Keplinger stated that her report stands as written with an addendum that the next meeting will be held in April in conjunction with the APMSA HOD meeting. Ms. Keplinger also noted that the 2nd Year Practice Exam would be available by the end of May.

A MOTION WAS MADE TO ACCEPT MS. KEPLINGER'S REPORT. SECONDED. CARRIED.

Ms. Keplinger was questioned on the exam date change and Ms. Keplinger reported the NBPME stated that there was an initial misprint of the date.

Directive #2

To: Fourth Year Delegates

For the 4th year delegates to poll the 4th year classes on whether they received the NBPME study guide and if so if it was beneficial to the students and to inquire about any further input from the students.

Deadline: April 10th, 2005

Cc: Ms. Keplinger and Ms. Cahill McDonald

- C. **FPME – MS. MCDONALD (81-82):** Ms. McDonald stated that her report stands as written and suggested that financial aid officers submit the student information and allowing the APMA to choose the scholarship winners for a more anonymous process.

A MOTION WAS MADE TO ACCEPT MS. MCDONALD'S REPORT. SECONDED.
CARRIED.

Ms. McDonald was questioned on the distribution of the scholarships and she stated that with the hiring of a separate Executive Director any questions/problems from the past would be alleviated. Ms. McDonald was also asked about the dissolution of the Medicis Scholarship and stated that she will inquire and report back to the House.

- D. **CPME – MR. KIRCHNER (83-85):** Mr. Kirchner stated that his report stands as written.

A MOTION WAS MADE TO ACCEPT MR. KIRCHNER'S REPORT. SECONDED.
CARRIED.

- E. **COTH – MS. UGRINICH, HANDOUT - 1 pg (86-89):** Ms. Ugrinich stated that her report stands as written.

A MOTION WAS MADE TO ACCEPT MS. UGRINICH'S REPORT. SECONDED.
CARRIED.

An additional handout was provided to the House to review as a sample of the newly changed Residency Program form. The HOD expressed that they would like to have the number of surgical cases and clinical weeks added back to the changed form.

- F. **APMA BOT – MR. MINARA (90-91):** Mr. Minara stated that his report stands as written.

A MOTION WAS MADE TO ACCEPT MR. MINARA'S REPORT. SECONDED.
CARRIED.

Mr. Minara was questioned on how to obtain further copies of the Recruitment CD and it was noted that they are available through Betsy Herman (student recruitment committee) or her assistant.

- G. **AMSA – MS. WILM'S (92-95):** Ms. Wilm's stated that her report stands as written with a few changes. AMSA has now decreased their booth fee for the APMSA to \$500 and SCPM has offered \$200 to help fund the booth. However, both the AACPM and APMA feel that the target audience is not there and will not offer any funding for the booth.

A MOTION WAS MADE TO ACCEPT MS. WILHM'S REPORT. SECONDED.
CARRIED.

- H. **ABPS – MR. HALL (96):** Mr. Hall was not present to give his report.

- I. **ABPOPPM – MR. HAFNER, HANDOUT -2 pgs (97):** Mr. Hafner stated that his report stands as written.

A MOTION WAS MADE TO ACCEPT MR. HAFNER'S REPORT. SECONDED.
CARRIED.

- J. **AAPPM/ASPMA – MS. WILLIAMS (98-99):** Ms. Williams stated that her report stands as written.

A MOTION WAS MADE TO ACCEPT MS. WILLIAM'S REPORT. SECONDED.
CARRIED.

There is a lack of communication on those working on the Graduation Book and it was suggested that a conference call be held to clear up some of the confusion including ads. The Young Members continue to offer their support with the handbook. The new book is a future project and will not be done for this year.

Ms. Williams was questioned if there is a contact list of podiatrists for local areas; she is unsure but will look into this.

Directive #3

To: Ms. Williams & Mr. Minara

To meet with the Young Members' concerning the Graduation Handbook at the APMA BOT meeting to determine direction with this project.

Deadline: APMSA HOD meeting in August 2005

Cc: Ms. McDonald

- K. **AACPM – MS. NATHANSON (100-101):** Ms. Nathanson stated that her report stands as written with an addendum of the date and location of the next meeting is March 9th in New Orleans.

A MOTION WAS MADE TO ACCEPT MS. NATHANSON'S REPORT. SECONDED.
CARRIED.

Directive #4

To: Ms. Nathanson

At the next AACPM meeting to request that uniform outlines for Residency Programs be available at CRIP 2005.

Deadline: APMSA HOD meeting in August 2005

Cc: Ms. McDonald

IV. OTHER REPORTS

- A. **CORPORATE ADVISORY BOARD – MR. LEPOW (103-107):** Mr. Lepow stated that his report stands as written.

Directive # 5

To: School presidents

To write post-dated (April 3rd) thank you letters to CAB for their support of the 2005 Basketball Tournament.

Deadline: March 15th, 2005

Cc: Ms. McDonald & Mr. Lepow

A MOTION WAS MADE TO ACCEPT MR. LEPOW'S REPORT. SECONDED.
CARRIED.

- B. **SNPMA – MR. RAVENELL (108-110):** Mr. Ravenell stated that his report stands as written with an addendum of the date for the Medical Mission trip to be held May 20-29th and that there are spots available for dues paying SNPMA members. Mr. Ravenell also announced his

next meeting will be held in Texas and that there will be additional workshops in surgery, money matters and podiatric medicine scope of practice.

A MOTION WAS MADE TO ACCEPT MR. RAVENELL'S REPORT. SECONDED. CARRIED.

Mr. Ravenell was questioned on why his parent organization does not contribute to his HOD position and Mr. Ravenell explained that this was currently being explored and will be discussed in their upcoming budget.

Directive #6

To: Mr. Ravenel

To seek funding from parent organization for travel expenses for APMSA meetings.

Deadline: Next House Meeting

Cc: Ms. McDonald

C. BUDGET & AUDIT COMMITTEE – MR. PENNEY (111-112/ORAL):

- Mr. Penney explained that adjustments to the budget are not made at the Mid Winter meetings but that the budget is reviewed to check that we are in line with the projected budget.
- Mr. Penney explained that once again this year we budgeted for a loss and this is not good for the viability of the organization. We have cut all possible expenditures and the only foreseeable way to cut losses is to increase student dues for APMSA membership.

A MOTION WAS MADE TO ACCEPT MR. PENNEY'S REPORT. SECONDED. CARRIED.

- Mr. Penney was questioned on where the royalty income came from and it was explained that this income was from student insurance and the ASICS program.
- Mr. Penney was also questioned on why Temple has not paid their student dues and it was explained that it was a clerical error and that it is being straightened out.

D. PRESIDENT'S COMMITTEE REPORT – MR. HIEBERT, HANDOUT - 2 pgs (113):

Mr. Hiebert stated that his report stands as written.

A MOTION WAS MADE TO ACCEPT MR. HIEBERT'S REPORT. SECONDED. CARRIED.

E. EXECUTIVE COMMITTEE REPORT – MR. RILEY (114/ORAL): Mr. Riley

highlighted the following topics

- Research Grant Program
- FPME Restructuring
- College Visitation – each year the Executive Director is to attend one college and this year it will be the AZ school
- Leadership Meeting is being explored to be held in conjunction with other meetings for cost-cutting and to show a stronger student presence
- Orientation starting in 2006 Orientation will be held in conjunction with the midwinter meeting for cost-effectiveness
- Exploring holding Meetings in a Centralized Location instead of being held in school cities and will further explore holding meetings at APMA Headquarters to save money
- Graduation Handbook re-structuring will be considered in the future along with discussions on APMSA committees and their responsibilities

- ACFAS liaison position is being explored, this will be informal at first and will not be a cost for the APMSA
- Committees and Lack of Activity there is a need for re-structuring the current committees
- CRIP and the need for punishment for violators
- Student Dues Increase is a necessity to cut the consecutive years of losses that the APMSA has had

A MOTION WAS MADE TO ACCEPT MR. RILEY'S EXECUTIVE COMMITTEE REPORT. SECONDED. CARRIED.

- F. EXECUTIVE DIRECTOR'S REPORT – MS. MCDONALD (115-141):** Ms. McDonald stated that her report stands as written.

A MOTION WAS MADE TO ACCEPT MS. MCDONALD'S EXECUTIVE DIRECTOR'S REPORT. SECONDED. CARRIED.

Ms. McDonald was asked if anyone reported any problems with the ASICS program. No problems had been submitted to her. Members of the House reported that there have been lost shoes, lost order forms and other shoe problems. Ms. McDonald stated that she would pass on any student problems/concerns with the representative at ASICS and to let her know.

- G. COMMUNICATION LIAISON REPORT – MS. LONDONO (142-143):** Ms. Londono stated that her report stands as written.

A MOTION WAS MADE TO ACCEPT MS. LONDONO'S COMMUNICATION LIAISON REPORT. SECONDED. CARRIED.

- H. APMSA RESEARCH SYMPOSIUM REPORT – MS. CHOE (144-145):** Ms. Choe stated that her report stands as written.

A MOTION WAS MADE TO ACCEPT MS. CHOE'S RESEARCH SYMPOSIUM REPORT. SECONDED. CARRIED.

This is a recognized growth area for the APMSA and the House feels that research is important and this symposium should continue. The Research Symposium will not take place this year.

Directive #7

To: APMSA Research Committee Members

To determine with the APMA that we will have an invitation for the 2006 Research Symposium and if so to determine the cost for us to participate in the 2006 Symposium and write a grant proposal and to seek funding.

Deadline: May 31st, 2005

Cc: Ms. McDonald

- I. TEMPORARY COMMITTEE REPORTS**

- 1. SILENT AUCTION – MR. WALIMIRE (146-147):** Mr. Walimire stated that his report stands as written with an addendum that a new Silent Auction form will be e-mailed to the House and to not use the one provided.

A MOTION WAS MADE TO ACCEPT MR. WALIMIRE'S SILENT AUCTION REPORT. SECONDED. CARRIED.

Directive #8

To: all HOD members including Presidents and President- Elects
To obtain 1 Silent Auction item and for all silent auction committee members to obtain 5 items for the Silent Auction.
Deadline: July 1st, 2005
Cc: Mr. Walimire and Ms. McDonald

2. **THIRD YEAR SURVEY – MS. WILLIAMS (148/ORAL):** Ms. Williams deferred to Ms. Owens. Ms. Owens stated that work has been done to eliminate duplicated information and to provide updated information she also stated that the new survey should be received by the end of next week and reminded the House to fill the survey out correctly. The House suggested that more of a response would be gathered if the survey could be sent out earlier as to not conflict with 3rd year externships.

A MOTION WAS MADE TO APPROVE MS. WILLIAM'S REPORT.
SECONDED. CARRIED.

Directive #9

To: 3rd year Delegates
To report when externships begin at their respective school to allow for a more efficient disseminating process for the third year survey.
Deadline: July 1st 2005
Cc: Ms. McDonald and Ms. Willams

3. **RESIDENCY GRIEVANCE – MS. UGRINICH (149/ORAL):** Ms. Ugrinich stated that she had received a lot of feedback and that it was an overall positive experience with over 75 % of the programs participating. It was noted that this year the interviewing experience was much more professional with those programs participating in CRIP and that those that did not participate had much less professional interviews set-up.

A MOTION WAS MADE TO ACCEPT MS. UGRINICH'S REPORT.
SECONDED. CARRIED.

4. **PRACTICE MANAGEMENT SEMINAR – MS. WILLIAMS (150/ORAL):** Ms. Williams stated that the Board members would be happy to visit any school to do presentations and that the Club Presidents should be encouraged to contact the Board members. Ms. Williams further explained that she had asked the Board to waive student fees for the seminars but was told that they would not be able to waive the fee but reminded her that the fee does include all meals.

A MOTION WAS MADE TO ACCEPT MS. WILLIAMS'S REPORT.
SECONDED. CARRIED.

5. **AMSA BOOTH – MS. WILM'S (151/ ORAL):** Ms. Wilm's stated that there is no AMSA booth.

A MOTION WAS MADE TO ACCEPT MS. WILM'S REPORT. SECONDED.
CARRIED.

A MOTION WAS MADE TO ABSOLVE THE AMSA BOOTH COMMITTEE
EARLY. SECONDED. CARRIED.

6. **FUND RAISING/MANAGEMENT COMMITTEE – (152):** no longer in existence and will not be included in upcoming agendas.

7. **RESIDENCY SURVEY – MS. WILLIAMS (153/ORAL):** Ms. Williams deferred to Ms. Owens who briefly spoke on the history of the Residency Survey. Ms. McDonald stated that the survey had been mailed out to residency directors and have been disseminated on February 1st as per her calendar and that thus far she had received about 30 responses. Ms. McDonald will follow-up with those who do not respond.

A MOTION WAS MADE TO ACCEPT MS. WILLIAMS'S REPORT.
SECONDED. CARRIED.

Directive #10

To: Mr. Mineo and Ms. Williams

To explore a joint survey instrument between APMSA and APMA Young Members' to evaluate residency programs and to solicit input from the Young Members'.

Deadline: July 1st, 2005

Cc: Ms. McDonald

J. ONGOING BUSINESS

1. **RESOLUTIONS – MR. MINARA (156):** Mr. Minara stated that everything appears to be in order and some new resolutions will be brought up later.

A MOTION WAS MADE TO ACCEPT MR. MINARA'S REPORT. SECONDED.
CARRIED.

2. **COMMUNITY AND PUBLIC HEALTH ACTION – MR. RILEY & MS. WILLIAMS (157):** Mr. Riley stated that this is not a very active committee and that he would like to see it change in the future and continue under the new structure. Ms. Williams noted that at Temple they continue to do foot screenings and some other ongoing community service projects.

A MOTION WAS MADE TO ACCEPT THIS REPORT. SECONDED.
CARRIED.

COMMITTEE HEAD: Mr. Riley and Ms. Williams

COMMITTEE MEMBERS: Mr. Williamson, Ms. Presioso, Mr. Smith, Ms. Choe, Mr. Mineo, Mr. Walimire

Directive #11

To all delegations

To hold at least one APMSA community service event to facilitate public awareness of the APMSA and podiatry at large.

Deadline: July 1st, 2005

Cc: Ms. McDonald and The Community & Public Health Committee

V. OLD BUSINESS

- A. **FIRST STEP – MR. MINEO, HANDOUT -1pg (157-158):** Mr. Mineo's report stands as written.

A MOTION WAS MADE TO ACCEPT MR. MINEO'S REPORT. SECONDED.
CARRIED.

Mr. Mineo discussed the need for editing on everyone's behalf and reminded authors to thoroughly check and edit their own article. The article selection process was also discussed stating that the articles with editing are put aside, many different article topics are chosen and that he tries to represent as many schools as possible.

Directive #12

To: Regional Editors of First Step
To submit required articles by the stated deadline
Deadline: March 21st, 2005
Cc: Mr. Mineo and Ms. McDonald

Directive #13

To: All Liaisons
To submit to First Step a summary in article format of the liaisons most recent activities.
Deadline: March 21st, 2005
Cc: Mr. Mineo and Ms. McDonald

- B. **NATIONAL PODIATRIC STUDENT FOOT & ANKLE REVIEW – MS. FAROQI, HANDOUT - 3 pgs (159):** Ms. Faroqi's stated that her report stands as written. Ms. Faroqi stated that the articles included within her report included all articles up until two weeks ago.

A MOTION WAS MADE TO ACCEPT MS. FAROQI'S REPORT. SECONDED.
CARRIED.

Ms. Faroqi was questioned on why CAB company e-mails were not being responded to and she stated that she was unaware that e-mails were not being answered. Ms. Faroqi stated that she would like check confirmation of the money that CAB paid for the back page ad and would like to see further compensation for the back cover. Mr. Lepow, however, reported that an agreement had already been made involving the back cover and no further money would be provided.

VI. *NEW BUSINESS* (Constitution Changes will be done in RED, Procedures Manual Changes in BLUE, Resolutions in GREEN, Temporary Committees are in DARK BLUE):

- A. **STUDENT RECRUITMENT INITIATIVE– MS. McDONALD (160-161):**

Directive #14

To: all HOD members including Presidents and President- Elects
To adjust and submit the recruitment letter provided in the agenda book to their undergraduate institutions to further student recruitment.
Deadline: May 15th, 2005
Cc: Ms. McDonald

Ms. McDonald was asked if she could e-mail the template out to the House and she agreed.

- B. **INTERNAL VS. EXTERNAL RESOLUTIONS – MR. BELPEDIO & MS. DUNBAR (162):** Mr. Belpedio and Ms. Dunbar MOTIONED that the following *statement be added to section VIII, paragraph 7 of the constitution. "The resolution can only be presented formally in written format to various boards and organizations with a majority vote of the HOD."* SECONDED. PASSED.

- C. **CAB POSTERS – MR. BELPEDIO (163):** Mr. Belpedio MOTIONED that the CAB Student chairperson ask the Board if they would support and fund the hanging of a banner in a "prominent" (classroom, cafeteria, etc) position at each school. In addition, he MOVES that each 3rd year delegate approach the appropriate person(s) at his/her respective school to see if hanging such a banner would be possible. DEFEATED.

Mr. Belpedio was thanked for his suggestion but with ideas of re-structuring of CAB they would like to revisit that idea at a later time.

D. **LIAISON TO LCPMEP – MR. MINARA (164):** Mr. Minara MOVES that the duties of the liaison to the LCPME be included in the responsibilities of the liaison to the APMA BoT. SECONDED. CARRIED.

E. **SENIOR GIFTS – MR. LEPOW (165/ORAL):** Mr. Lepow stated that he had received an e-mail from Jason Cain who stated that Moore Medical would like to provide a gift for graduating seniors. Mr. Cain had suggested CDs on practice management, medical terminology/medical dictionary for a palm pilot or a white coat but is open to further suggestions/input. Mr. Lepow asked that all the seniors make a list of gifts they would like in the price range of \$10-\$100 and to give it to him to share with Mr. Cain.

F. **DPM/DO DEGREE PROGRAM – MR. LEPOW (165 F):** Mr. Lepow stated that information on this program was available on the NOVA website. Mr. Lepow voiced his concern for the program and its current problems; no affiliated residency program, expensive and lack of funding. Currently the program is accepting two students a year. The House voiced that they would like to bring our concerns with this program to the APMA. Mr. Minara was questioned on how the ABOPM felt about the program and he stated that the APMA have a resolution that encourages alternative degrees but that he was not sure how they felt about this particular program.

A MOTION TO TABLE DISCUSSION AT THIS TIME. SECONDED. CARRIED.

G. **NEW BALANCE/ PROCARE - MR. LEPOW, HANDOUT - 1 pg (165 G):** Mr. Lepow explained that this program is open to all students and that the form he provided is self-explanatory. Mr. Lepow suggested photocopying or e-mailing the form to your classmates to have them all fill it out including their student ID number and to collect and send them in at the same time. Everyone will receive 4- 40% off coupons along with a list of dealers (this list can also be accessed on-line) in your area that will redeem the coupons. Turnaround should be around a month.

H. **RESIDENCE SELECTION INTRVIEWING - MR MINARA, MS. UGRINICH, MS. NATHANSON, HANDOUT - 8 pgs (165 H):** Ms. Ugrinich discussed the COth Sanction Options and asked the House to recommend any further sanctions. Ms. Ugrinich further stressed that when reporting a violator only three people have access to your name and that the name of the individual program will never receive your name. Mr. Minara stated that at the BOT meeting the APMA were aware of existing problems and would like to see repercussions for violating programs including publication of the violators in as many places as possible. The APMA would like to see the students take a strong stance.

I. **DUTIES OF THE PRESIDENT AND PRESIDENT- ELECT - MS. WILLIAMS, MS. UGRINICH, MS. KEPLINGER (165 I):** Ms. Williams, Ms. Ugrinich and Ms. Keplinger MOVE to form a temporary committee comprised of the HOD President and President- Elect, Chairperson of the President's Committee, Ms. Channa Williams, Ms. Marie Keplinger, Ms. Marija Ugrinich and a representative of each school not already represented to address the duties within the HOD of the student body President and President- Elect. THE MOTION WAS DEFEATED.

J. **PROCEDURES MANUAL CHANGE – MR. MINARA - WITHDREW**

K. **THIRD YEAR RESIDENCY FUNDING – MS. WESTFALL (165 K):** Ms. Westfall MOTIONED to develop an opinion of the APMSA HOD regarding third year funding for residency training and to take this opinion to the following organizations: YMC, AACPM, COth, CPME and the APMA BOT with the ultimate goal of lobbying CMS to implement these changes. SECONDED. CARRIED.

The House further felt that we should seek funding from the CMS.

- L. **COMMUNITY SERVICE – MS. WESTFALL -(165 L):** Ms. Westfall **MOTIONS** to create an award for the delegation most active in community and public health action to be given at the summer meeting each year. **SECONDED. CARRIED.**

The budgetary impact would be \$10 per year, including an award printed on the computer and a basic frame for the award.

The award can be presented at the summer meeting each year. The third year delegate from each delegation would be required to submit a list of community and public health action by the deadline for new business for the summer meeting. The executive committee will choose the recipient of the award.

- M. **LIASION FORFITURE DATES – MR. WALIMIRE (165 M):** Mr. Walimire **MOTIONS** to incorporate the following language into the Procedures Manual, *it is suggested that the liaison give up their position at whatever date was suggested in the August 2004 meeting.* **SECONDED. CARRIED.**

Directive #15

To: All liaisons

To dispense the information on when they relinquish their liaison position in concert with the respective Boards request.

Deadline: May 1st, 2005

Cc: Ms. McDonald

- N. **CONSTITUTIONAL AMENDMENT: ACADEMIC STANDING – MR. CONTE (165 N):** Mr. Conte **MOVES** to add the following language (noted in *italics*) to the APMSA Constitution and Bylaws Section 2, Paragraph 3 (page 9 of the current agenda book):

Although most delegates/alternates will serve until graduation, the delegate/alternate shall forfeit his/her position should he/she no longer be a member of the class from which he/she was elected, upon transfer to another college, upon being dropped from the roles of said college, or die to disciplinary action taken against him/her. As the APMSA has no access to the academic records of the members of the House of Delegates, the responsibility of removing a delegate/alternate from his/her position due to changes in academic standing lies solely with the administration of the school of the delegate/ alternate. Should this occur to the delegate, the alternate delegate shall fill the position. Another election may be held to choose a new alternate. Should this occur to the alternate, it is up to the individual school to elect a new alternate. However, if the school is currently represented by multiple alternates, they may decide whether or not to elect a new alternate. **SECONDED. CARRIED.**

- O. **PROCEDURES MANUAL AMENDMENT: DELEGATE RESPONSIBILITIES – MR. CONTE (165 O):** Mr. Conte **MOVES** to amend the APMSA Procedures Manual by changing the order of the first two paragraphs under “Delegate Responsibilities (National and Local)” (page 26 of the current agenda book). **SECONDED. CARRIED.**

Background: Read the two paragraphs in the current order and then read the second paragraph first and the first paragraph second. It makes more sense if you read it the latter way.

Mr. Conte **MOVES** to amend the APMSA Procedures Manual by adding the following language to “Delegate Responsibilities (National and Local), Third Year Delegate/Alternate, National Level” (page 27 of the current agenda book):

Prepare a list of classmates, to be distributed amongst the third year delegates during the Mid-winter meeting that are willing to sublet their apartments during their upcoming clerkships. This list should include the classmates' name, address, phone number, home size, months available and estimated rent. **SECONDED. CARRIED.**

P. CONSTITUTIONAL AMENDMENT: EXECUTIVE DIRECTOR – MR. CONTE (165 P): Mr. Conte MOVES to add the following language to the APMSA Constitution and Bylaws:

- The APMSA Graduation Handbook
- The APMSA Residency Survey
- The Corporate Advisory Board (CAB)
- Meeting Planning

Section XII: Executive Director

Paragraph 1: To facilitate it's running the APMSA shall employ an Executive Director(ED). The ED is responsible for managing, supervising and coordinating the entire the entire Association. As the sole employee of the APMSA, the ED is expected to perform duties ranging from representing the association on a fully professional level to basic tasks such as typing, filing and mailings. The entire function of the Association revolves around the ED position and the responsibilities he/she assumes.

Paragraph 2: Each year, the ED is asked to perform the same tasks on a cyclical basis. Overall, there are a number of responsibilities that are either continuous or annual. They include:

- Accounting and bookkeeping
- APMA Educational Foundation
- Office management
- Managing programs
 - Professional Purchase Programs
 - Credit Card
 - D & O Insurance
- Miscellaneous Travel
- Database Management
- Special Events Planning
- Communications with other Organizations
- Writing
- Counseling

Paragraph 3: The ED shall specifically be responsible for:

- Serving as the Chief Executive of the National office and being the COO of the APMSA.
- Maintaining contact with affiliated organizations (i.e. APMA, ABPS, AACPM, etc.)
- Setting individual projects and assignments in conjunction with the APMSA President.
- Serving as ex-officio member of all House committees without voting privileges.
- Serving as Secretary for official correspondence and assisting the Secretary/Parliamentarian in fulfillment of his/her assigned duties.
- Managing and coordinating all financial matters of the Association; maintaining the Association's checking account, preparing the budget and financial reports, and for preparation of all financial accounting reports in conjunction with the Association's financial consultant.
- Conducting a continuous review of all membership services/activities, including publications and programs, in order to reaffirm and enhance their contribution to the overall mission of the Association.

- Overseeing the activities of the Midwinter and Annual meetings; taking an active role in coordinating, planning and preparation; preparing report books for meetings; attending these two meetings and others as needed to represent the interests of the Association.
- Providing the necessary clerical and support services to all APMSA programs.
- Maintaining and identifying corporations that may help fulfill the needs of the Association and assisting in the development of securing corporate contributions.
- Encouraging and assisting with actual policy formation and APMSA planning; that is, assisting the Executive Committee in establishing priorities.
- Setting objectives, especially for long range planning.
- Serving as Executive Director of the APMSA Corporate Advisory Board (CAB).
- Serving as a contact for APMSA CAB members and ensuring proper recognition of supporting companies.
- Preparing and maintaining the Procedures Manual for the Association.
- Submitting informal quarterly reports to the HOD that will include an update on current projects and other information pertinent to the HOD or the Association at large.
- Establishing and maintaining historical archives for the Association.
- Fulfilling any other responsibilities deemed necessary by the President and/or the HOD to fulfill the mission of the Association. **SECONDED. CARRIED.**

Q. PROCEDURES MANUAL AMENDMENT: EXECUTIVE DIRECTOR - MR. CONTE (165 Q): Mr. Conte MOVES to add the following language to the APMSA Procedures Manual under "Executive Director" (page 20 of the current agenda book):

(New 2nd paragraph) A committee consisting of the APMSA President along with the APMSA President-Elect and the APMSA CAB Student Chairperson shall determine the employment of the APMSA Executive Director. **SECONDED. CARRIED.**

R. PROCEDURES MANUAL AMENDMENT: RESEARCH GRANT PROGRAM – MR. CONTE (165 R): Mr. Conte MOVES to add the following language to the APMSA Procedures Manual under "CAB Policies", after "Grants to Colleges" and before "Leadership Retreat" (page 24 of the current agenda book):

In 1998, the APMSA, supported in part by the Corporate Advisory Board, created the APMSA Research Grant Program in order to encourage students to do research. The goal of the program is to encourage research, which contributes to the advancement of podiatric medicine. Applicants must be students in good standing in predoctoral podiatric medical programs. Each application must have a Research Advisor assigned to the research project. A discussion of the aims and relevance of the proposed research project must be attached to each application in sufficient detail for evaluation by the APMSA Grant Review Committee.

Limited funds are available for student research projects in podiatric medicine. Applications for grants are reviewed by the APMSA Research Grant Review Panel and awarded on a competitive basis. The maximum amount of funding is \$1,000. The application is distributed by the APMSA Executive Director through the 2nd year delegates. The application is due no later than May 30th with the results announced at the following APMSA National Meeting. Additional information regarding the Research Grant Program can be found in the application or by contacting the APMSA Executive Director. **SECONDED. CARRIED.**

S. PROCEDURES MANUAL AMENDMENT: APMSA LEADERSHIP RETREAT – MR. CONTE (165 S): Mr. Conte MOVES to add the following language (additions in *italics* and omissions in parentheses) to the APMSA Procedures Manual under Leadership Retreat (page 24 of the current agenda book):

This planning session shall always include the following individuals:

1 -APMSA President

- 1) APMSA President-elect
- 2) APMSA Vice President-Elect
- 3) CAB Student Chairperson
- 4) *CAB Student Chairperson-elect*
- 5) *APMSA Chairperson of President's Committee*
- 6) APMSA Executive Director

In years where there is no CAB Student Chairperson-elect, (Additionally) the leadership of the APMSA shall have the option of inviting one (or two) individual(s) from the APMSA House of Delegates to attend the planning session.

The location of the planning session shall be determined by the APMSA Executive-Director, in conjunction with the APMSA President and President-Elect, with the best financial and logistical interests in mind. SECONDED. CARRIED.

- T. PROCEDURES MANUAL AMENDMENT – CAB STUDENT CHAIRPERSON – MR. CONTE (165 T):** Mr. Conte MOVES to change the following language (additions in *italics* and omissions in parentheses) in the APMSA Procedures Manual under the section of CAB Student Chairperson (page 24 of the current agenda book):

...This person will serve as CAB Chairperson-elect from the summer meeting through (December 31) the completion of the next APMSA Leadership Retreat. (He/She will attend the summer CAB meeting and two other meetings in this capacity. On January 1st) At the completion of the Leadership Retreat, he/she will take over full responsibility of the position of CAB Chairperson and will serve as such for the next two years until a new CAB Chair-elect has been appointed and the full term has ended. If the APMSA Leadership Retreat is cancelled or delayed until after January 1st of the following year, the CAB Chair-elect will assume the position on January 1st.

SECONDED. CARRIED.

- U. CONSTITUTIONAL AMENDMENT: APMSA PLEDGE – MR. CONTE (165 U):** Mr. Conte MOVES to add the following language to the APMSA Constitution and Bylaws:

Section XIII: APMSA Pledge

Paragraph 1: The APMSA Pledge shall read as follows:

I pledge my determination to further the objectives and goals of the American Podiatric Medical Students' Association. I hereby affirm that I will at all times do my utmost to perpetuate the spirit and idealism of the APMSA. I will be true to the best interests of my class, my school, and the profession. I will continually strive to unite in the common cause, maintaining the high standards of podiatric education. I will fulfill my obligations as a member and maintain a positive attitude towards our association. I understand that the association grows through unity, strength, and service to others. Through the APMSA, I will endeavor in the challenges of tomorrow and succeed in the tasks of today.

Paragraph 2: This pledge shall be recited by the members of the APMSA House of Delegates with the spirit that the pledge was written at the opening of any and all APMSA meetings.

SECONDED. CARRIED.

- V. **RESOLUTION 2005-01 – MR. CONTE, MS. ROBBINS, MS. WESTFALL, MS. MULLINS, MR. AKERS, MR. HUNT, MR. AKERS, MR. LEOTAUD, MS. OWENS (165 V):** Mr. Conte MOVES that the APMSA HOD adopt the following resolution:

Resolution 2005 – 01

Fund for Podiatric Medical Education (FPME)/APMA Education Foundation (AEF)

Whereas; The former Fund for Podiatric Medical Education (FPME) was created with the purpose of generating and distributing scholarships for deserving podiatric medical students,

Whereas; The American Podiatric Medical Students' Association had its own endowment administered by the FPME, and raises thousands of dollars through its annual Silent Auction,

Whereas; All third and fourth year podiatric medical students nationwide were allowed to apply for and eligible to receive a FPME Scholarship,

Whereas; The criteria for awarding scholarships is based upon three separate but equal categories: 1) Financial Need, 2) Academics, and 3) Extra-curricular Activities,

Whereas; It was the intent of the application process of the FPME scholarships to create a national application system to be applied identically at each individual schools,

Whereas; Traditionally, the application was generated from the national FPME office and distributed to the students through the individual school administrations or financial aid offices, with the students returning the completed applications to their respective schools,

Whereas; Each school processed the applications, with instructions from the FPME to use the criteria set forth by the FPME, and ranked the applicants from top to bottom, submitted the rankings, and thus the winners, to the FPME for scholarship distribution,

Whereas; The APMSA had voiced its concerns over the last several years that the schools were interpreting the application requirements differently then what was intended and from each other, and are in need of a more streamlines application system to guarantee a fair and equitable process for all applicants,

Whereas; Before the 2003 application cycle, the FPME, with the enlisted help of the leadership of the APMSA, created a points based application system with the expressed intent of providing a streamlined, unbiased system that can be used uniformly amongst all the podiatry schools,

Whereas; The new points based system was used by the individual schools to determine its applicant rankings and subsequent scholarship winners for both the 2003 and 2004 application cycles,

Whereas; After both cycles, the APMSA has fielded numerous complaints from many students of several schools that the schools were interpreting the points system differently from each other and often in error,

Whereas; Prior to January 31st, 2005, the FPME was an organization independent from all other podiatry organizations, including the APMSA and the American Podiatric Medical Association (APMA),

Whereas; As of January 31st, 2005, the FPME was dissolved and all assets were transferred to the APMA Education Foundation (AEF), which is now charged with administering the scholarship program,

Resolved; That the APMSA request the APMA directly process student applications, ensuring the points system is being utilized with the intent that was created, and that the system is applied uniformly and without prejudice to all applicants nationwide. SECONDED. CARRIED.

Mr. Conte MOVES that Mr. Minara (BOT liaison), Ms. McDonald (Executive Director) and AEF liaison to taken Resolution 2005-01 to their respective boards. SECONDED. CARRIED.

W. BARRY UNIVERSITY SCHOOL OF GRADUATE MEDICAL SCIENCES PROCEDURES UPDATE –RE: DELEGATE ELECTION – MS. SMITH (165 W): Ms. Smith MOTIONS to make the following changes in the APMSA Procedures Manual regarding the election process for the Barry delegation:

Refer to page 25 where the present information shall be changed to:

Upon beginning classes in August, the freshman class is given detailed information about various available positions in the APMSA, namely the delegate position (for the Barry delegation, it has been decided that there will only be the election of an alternate delegate every 3 years). Each interested person must begin to take the initiative to get to know the delegation, inquire about the tasks, and inform others about their interest. Also, all nominees are required to complete an academic ‘good standing’ form and present it to a member of the school delegation.

In the first week of November, after having had enough time to get to know the class members well, the election committee, with the supervision of the upper class delegates, hold the election.

Each nominee is required to give a five minute speech, in a highly professional manner. After their speeches, questions are posed by the APMSA delegates present, and by the class. The voting is done via secret ballots. The ballots are pre-drafted with all the nominees’ names. The manner of selecting the nominee of choice is done via putting a check by the desired nominee’s name. All nominations and voting procedures are done in accordance with the Robert’s Rules of Order. The nominee with 51% or more of the votes is the new delegate.

In the years where an alternate delegate is being elected, the nominee with the second highest percentage of votes receives the alternate position. The alternate delegate elected every 3 years, will serve as the alternate delegate for the entire school, until a new alternate delegate is elected. **SECONDED. CARRIED.**

X. BARRY UNIVERSITY SCHOOL OF GRADUATE MEDICAL SCIENCES PROCEDURES UPDATE- RE: DELEGATION TASKS – MS. SMITH (165 X): Ms. Smith MOTIONS to make the following changes to the below statements in the APMSA Procedures Manual regarding the tasks of the Barry delegation:

Refer to pages 27 & 28:

Under the First and Second Year heading:

Omit: Delegate runs all class elections

- Assist third year delegates running the AGI

Change to: Assist AGNES committees with the planning and running of the ANGES seminar

Under the Third heading, the following chan

Omit: Delegate runs all class elections
SECONDED. CARRIED.

Y. AGENDA BOOK MODIFICATION – MR. MINEO (165 Y): Mr. Mineo MOVES to include within each agenda book a brief summary of Robert’s Rules of Order. **SECONDED. CARRIED.**

Directive #16

To: Ms. Wisdo
To create a one page summary of Robert's Rules of Order to include in the next agenda book.
Deadline: July 1st, 2005
Cc: Ms. McDonald

Directive #17

To: Ms Wisdo
To create a contact list of APMSA committees (standing and temporary) and its members.
Deadline: June 15th, 2005
Cc: Ms. McDonald

Z. FIRST STEP CAB ADDITIONS – MR. MINEO (165 Z): Mr. Mineo MOVES that the Student Chairperson explore possible changes to the First Step winter edition with the Corporate Advisory Board at their next meeting. SECONDED. CARRIED.

AA. APMSA WEBSITE – MR. MINEO (165 AA): Mr. Mineo MOVES to establish a temporary committee to explore a password protected area where we can post directives, notes, meeting dates, and schedules on our APMSA website. SECONDED. CARRIED.

COMMITTEE HEAD: Mr. Mineo
COMMITTEE MEMBERS: Mr. McMillen, Ms. McDonald

BB. PROCEDURES MANUAL CHANGE: APMSA STUDENT DUES – MR. PENNEY AND MR. KIRCHNER (165 BB): Mr. Penney and Mr. Kirchner MOVE to change the per student dues amount found on page 23 of the Procedures Manual in the formula example to \$50 per student and to add the following sentence beginning of paragraph two under APMSA Dues Payments: The APMSA dues are currently \$50 per student. SECONDED. CARRIED.

Letters will be written to those schools who foresee issues with the dues increase and anyone with further problems Ms. McDonald will be happy to speak with.

CC. REVISIT RESOLUTION G6-05 (DIRECTIVE) STUDENT MEMBERSHIP CATEOGRY – MR. MINARA (165 CC): Mr. Minara MOVES that the APMSA cosponsor APMA Resolution GG05:

Whereas; The American Podiatric Medical Association is an inclusive organization, recognizing various types of membership categories in order to best represent the podiatric medical profession;

Whereas; The APMA supports all reasonable, ethical, and legitimate activities of its members, affiliates, and associates, encouraging them to promote podiatry;

Whereas; The APMA clearly recognizes that the future of podiatric medicine lies with its newest members;

Whereas; The students at the various podiatric medical colleges are taking the first step towards becoming podiatric physicians;

Whereas; The student organizations at the various colleges of podiatric medicine already support APMA legislative activities with consistent, significant contributions to the Podiatric Political Action Committee; and

Whereas; The students of podiatric medicine are currently represented in the House of Delegates with a voting delegate;

Resolved; That the APMA Board of Trustees direct the Membership Department and the Bylaws and Procedures Committee to create a Student Membership Category and establish the appropriate criteria and related processes for implementing this category;

Resolved; That the student category should not be included toward a component's delegate count to the House of Delegates; and

Resolved; That the APMA Board of Trustees report no later than the 2006 House of Delegates on the progress of implementing this resolution.

SPONSORED BY: ILLINOIS PODIATRIC MEDICAL ASSOCIATION

FINANCIAL IMPACT: Less than \$1,000 Unsubstantiated. **SECONDED. PASSED.**

Mr. Minara MOTIONS for RESOLUTION #G6-05 STUDENT MEMBERSHIP CATEGROY be taken to the respective boards. **SECONDED. CARRIED.**

DD. REVISIT RESOLUTION MAX05 – MR. MINARA (165 DD): Mr. Minara MOVES that the APMSA cosponsor APMA Resolution MAX05 (POLICY) ENROLLMENTS IN RELATION TO TWO-YEAR RESIDENCY POSITIONS.

Whereas; The APMA House of Delegates is on record that a minimum requirement of two (2) years of Graduate Medical Education (GME) be required for board eligibility or qualification (see Resolution No. 58-95);

Whereas; The recognized certifying boards have implemented the two-year residency requirement;

Whereas; The APMA House of Delegates also is on record that the colleges of podiatric medicine coordinate class size so as to reflect the number of available residency positions (see Resolution No. 4-96);

Whereas; The efforts of APMA over the past three and one-half years in the area of promotion and marketing of the podiatric medical profession is having a significant impact on reinvigorating student interest in pursuing careers in podiatric medicine;

Whereas; The student applicant pool is showing clear signs of recovering to the levels in place in the early 1990s and, as a result, the number of graduates likely will soon return to former levels;

Whereas; The number of available two-year residency positions began to retrench during the years when enrollments were lower and the number of graduates declined;

Whereas; The Council on Podiatric Medical Education has specific policies and procedures for colleges to seek authorization to increase their enrollments, requiring colleges to seek prior approval before increasing the maximum number of students to be matriculated in the first-year class in a given year; and

Whereas; The Council informs each college of its maximum number of students to be matriculated in the first-year class taking into consideration the current teaching capabilities of the college;

Resolved; That the House of Delegates reconfirms Resolution No. 4-96, reminding the colleges of podiatric medicine of their conjoint ethical and moral responsibilities to coordinate class size so as to reflect the number of available two-year residency positions; and

Resolved; That the House of Delegates supports the policies and procedures of the Council on Podiatric Medical Education which ensure that colleges of podiatric medicine limit their enrollments to authorized numbers and require that proposed increases be justified by current teaching capabilities.

SPONSORED BY: APMA BOARD OF TRUSTEES

FINANCIAL IMPACT: \$0

SECONDED. CARRIED.

EE. RESIDENCY ANNOUNCEMENT - MS OWENS (165 EE/ORAL): Ms. Owens MOVES that all the 4th year HOD members upon receipt of their residency program forward an email to the Executive Director, stating thusly.

It is suggested, that in the beginning of May, we include where APMSA delegates residency program is and there e-mail address. This would also be helpful to include on the website.

FF. PROCEDURES MANUAL CHANGE REAGARDING AEF – MR. CONTE (165 FF):

Mr. Conte MOVES to accept the following changes to the APMSA Procedures Manual:

REPLACE: Any and all references to FPME with AEF

REMOVE: FPME Liaison section and replace with the following:

APMA Education Foundation (AEF)

In January 2005, the American Podiatric Medical Association Educational Foundation was formed, among other objectives, to provide scholarships to podiatric medical students. The APMA Educational Foundation Board is comprised of select members of the Board of Trustees of the American Podiatric Medical Association. The APMA Educational Foundation meets four times annually in conjunction with the APMA Board of Trustees meetings. It has been the policy of the APMSA in the past with regards to the former Fund for Podiatric Medical Education not to elect a liaison for this position since many of the issues discussed are "student sensitive". Therefore, for the APMSA to maintain representation, the Executive Director serves as the APMSA liaison to the APMA Educational Foundation.

It is the responsibility of the APMSA Executive Director to attend all APMA Educational Foundation Student Scholarship Committee meetings and to present the student's perspective and to report on the progress of student issues and programs related to the APMA Educational Foundation.

The APMSA liaison to the APMA Educational Foundation serves in an exofficio (non-voting) capacity. The APMSA covers all costs for this liaison position. The contact person for the APMA Educational Foundation is the APMA President-Elect.

SECONDED. CARRIED.

GG. RESOLUTION 05-03 – MR. MINARA (165 GG): Mr. Minara MOVES that the APMSA adopt Resolution 05-03.

Whereas; it is a goal of the APMSA, as stated in resolution 03-01, to reduce pressure and inappropriate negotiations with students by residency programs and raise the ethical level of the interview process through trust, regulation, and order.

Whereas; it is a goal of the APMSA, as stated in resolution 03-01, to reduce pressure and inappropriate negotiations with students by residency programs and raise the ethical level of the interview process through trust, regulation, and order.

Whereas; the COTH, CPME, and AACPM have taken actions and created standards to ensure a fair and equitable interview process,

Whereas; residency programs have continued to violate the ethical standards and practices for residency interview and selection adopted by the COTH in the 2004-2005 cycle.

Whereas; the residency programs currently in violation of these standards are not in violation of the APMA's code of ethics,

Whereas; the APMA has been a strong advocate of podiatric medical students.

Resolved; that the APMSA request that the APMA include a section in their code of ethics regarding the standards of an ethical residency interview and selection process.

SECONDED. CARRIED.

Mr. Minara MOTIONS to bring Resolution 05-03 to the APMA HOD. **SECONDED. CARRIED.**

HH. RESOLUTION 05-02 – MS. WESTFALL (165 HH): Ms. Westfall MOVES that the APMSA HOD adopt Resolution 2005-02:

Third Year Residency Funding

Whereas; Podiatric residency salaries are funded by Medicare and Medicaid Services (CMS), through to cover a portion of the costs of training residents;

Whereas; These costs include resident salaries, indirect medical education (IME) expenses, and training residents,

Whereas; Podiatric residents are currently funded for the first two years of training, which was determined by the Internship Residency Period (IRP), required for a resident to become a resident first began training,

Whereas; Podiatric residents are currently funded 50% (first two years) and residency programs must secure the remaining 50%.

Whereas; Podiatric residency programs receive funding from the APMSA.

Whereas; The podiatric professional has more than 36 months of training, where the required amount of training is 36 months.

Resolved; That the APMSA strongly seeks to fund the third year of residency.

SECONDED. CARRIED

Ms. Westfall MOTIONS for all APMSA liaisons take RESOLUTION 2005-02 to their respective boards (EXCEPTION AMSA). **SECONDED. CARRIED.**

II. PPAC – MR. BELPEDIO (165 II): Mr. Belpedio MOVES that any PPAC liaison propose to the Board of Directors that the student coordinators who have not raised at least \$100 dollars by the midwinter meeting will not be able to attend the subsequent leadership conference. **SECONDED. CARRIED.**

Directive #18

To: 1st and 2nd year delegates

To let Mr. Belpedio know if they can attend the 2005 PPAC Leadership Conference by the end of the meeting today.

Deadline: End of the HOD meeting February 26, 2005

Cc: Mr. Belpedio

JJ. RESOLUTION 05-04 – MS. CHOE (165 JJ): Ms. Choe MOTIONS that the APMSA adopt Resolution 05-04.

Whereas; podiatric medical students have a strong interest in student research, and

Whereas; there is a lack of research at the podiatric medical colleges and in the podiatric community at large and is greatly needed for the betterment of the podiatric profession, and

Whereas; podiatric students believe there is not sufficient support to promote, initiate, and carry through with research projects, and

Whereas; though opportunities for students to present research exist, participation is minimal due to lack of existing projects and lack of mentorship, and

Resolved; that the APMSA strongly recommend the administration at all the podiatric medical colleges to establish viable means for research to be conducted to the best of their abilities.

Ms. Choe MOTIONS to bring Resolution 05-04 to all appropriate boards. **SECONDED. CARRIED.**

Directive #19

To: Ms. Nathanson

To go to the upcoming Council of Deans meeting and request the current research activities at each respective school.

Deadline: July 1st, 2005

Cc: Ms. McDonald

VII. OTHER BUSINESS

A. APMSA HOUSE NOMINATIONS AND ELECTIONS (167)

1. **PRESIDENT ELECT** – (167): Mr. Mineo and Ms. Westfall were nominated. Ms. Westfall declined. Mr. Mineo was announced as the new President Elect for the APMSA.
2. **ABPS** –(167): Mr. Conte and Ms. Brar were nominated, Mr. Conte declined and Ms. Brar was announced as the new ABPS liaison.
3. **CAB Company of the Year** – Moore Medical was nominated and won

B. ORLANDO ITINERARY/ ASSIGNMENTS (168-169)

Directive #20

To: BOT members

That all BOT members identify and email two inexpensive flight itineraries email them to Ms. McDonald and complete their meeting registration form for the Summer HOD 2005 meeting.

Deadline: June 1st, 2005

Cc: Ms. McDonald

Directive #21

To all non- BOT members

That all non-BOT members complete their meeting registration form for the Summer 2005 HOD meeting before the deadline.

Deadline: June 1st, 2005

Cc: Ms. McDonald

VIII. PRESIDENT'S REPORTS

- A. **BUSGMS** (170-181)
- B. **CSPM** (182)
- C. **CPMS** (183-186)
- D. **NYCPM** (187-200)
- E. **OCPM** (201-205)
- F. **SCPM** (206-213)
- G. **TUSPM** (214)

IX. CLOSING PROTOCOL

- A. **GOODS AND FAREWELLS:** The MVP was awarded to Ms. Ugrinich. Farewells were bid to Senior delegates. A MOTION was made to induct all seniors into the APMSA alumni association. **SECONDED. CARRIED.**

MOTION was made to advance the 2nd year delegates to BOT status. **SECONDED. CARRIED.**

B. ANNOUNCEMENTS/ADJOURNMENT: MOTION to adjourn Midwinter Meeting at 3:47pm February 26, 2005. SECONDED. CARRIED.

C. HOD 2004-2005 ROSTER (215-218)