Call to Order:
Dr. Joseph Serletti, President, called the meeting to order at 1:30 pm and welcomed all members present to the 2011 Interim Business Meeting of the American Council of Academic Plastic Surgeons (ACAPS).

Attendance:
Please see attached list for members in attendance.

Approval of Annual Business Meeting Minutes of April 10, 2011
Dr. Serletti reminded those present that the Minutes and Attendee List of the last Member Business Meeting in Boca Raton, Florida, on April 10, 2011, had been circulated to the Membership via the new AACPS Newsletter.

VOTED to approve the Minutes of the April 10, 2011 Annual Business Meeting as summarized in the Newsletter.

Consent Calendar – Officer, Committee, and Other Reports:
Dr. Serletti announced that the following Consent Calendar was being proposed for this meeting:

A. Historian
   William Zamboni, MD (No new report)

B. ACS Advisory Council for Plastic and Maxillofacial Surgeons
   Greg Evans, MD (No new report)

VOTED to approve the consent calendar.

Representative Reports

A. ACGME/Plastic Surgery Residency Review Committee

Dr. Rohrich provided an update of the activities of the Residency Review Committee reporting effective July 1, 2011 there are new common program requirements which he outlined. He also explained that the combined program format had been eliminated and reviewed the conversion process to either integrated or independent. Lastly Dr. Rohrich reported on an upcoming Plastic Surgery Milestones Project, chaired by Mary McGrath,
which is the next step in developing benchmarks of skills with increasing knowledge beyond the current six competencies.

Peggy Simpson also reported that she had met with 12 program directors in her curbside chats to help answer questions they had regarding the conversion process from a combined format.

B. **American Board of Plastic Surgery**

Dr. Barry Noone reported that Dr. Donald Lalonde would be going off as Chair of the Board and that the newly elected Directors were Drs. Jeffrey Kenkel, Joseph Serletti and Charles Verheyden. He also summarized activities with regard to the ABPS’ 75th Anniversary Celebration in conjunction with the AAPS Annual Meeting in San Francisco next year. Dr. Noone also reported on the transition of the NBME to an in-house online exam development tool, the ABMS requirement of a maximum of 9 years after completion of training to be certified as well as the ABMS website now contains certification data on MOC’s for 7 Boards.

C. **San Francisco Matching Program**

Dennis Thomatos reviewed the current match data noting 124 applicants with 53 active programs. He reported on changes being made for the current year as well as the development of profile search software available in 2012. Mr. Thomatos also reviewed the post match survey for 2011 indicating a large majority utilized the application deadline date and felt the match process was easily facilitated.

D. **ASPS/PSEF Board of Directors**

Dr. Joseph Losee informed the members of the ASPS “Drive for 75” encouraging everyone to support the PSEF with their donations. He reported that 10 years ago 74% of ACAPS members contributed to the PSEF and now only 20% were contributors.

4. **Report of Officers**

A. **President**

Dr. Joseph Serletti reviewed the six goals resulting from the February Strategic Planning Session indicating that his charges to the committees identified specific areas of responsibility to achieve the goals and the committees have been very responsive and are all moving in the direction of accomplishing their goals.

Dr. Serletti also reported on the establishment of a Robert Goldwyn Mentor of the Year Award which will be presented during the Opening Ceremonies of the AAPS Annual Meeting in April in San Francisco. This award will be funded by Synthes and will provide funds for the first ACAPS visiting professor.
Dr. Serletti also encouraged 100% participation of ACAPS members in the “Drive for 75”.

Dr. Serletti informed the membership that there a number of surveys being conducted which will be distributed right after this meeting and he emphasized the need for everyone to complete them as input from the majority is required for a good result. It was suggested that survey reminders only be sent to people who have not already completed the survey.

He also reported that Drs. Kitzmiller and Losee have been working on developing a calendar of interview dates which will be on the ACAPS website. An institutional membership fee has been established for Associate members to encourage more Associate members. He also reiterated that the revised bylaws do not restrict Active membership to program directors but rather anyone who is Board certified can now be an Active member.

Dr. Serletti reported on Dr. Losee’s offer of a special rate of $70 to ACAPS members for his book, “Comprehensive Cleft Care” for which Dr. Losee received no royalties. He indicated that this was a very successful offer with 100 books ordered and if anyone else would like to offer a similar discount ACAPS could facilitate it.

Dr. Serletti commented on the Letter of Recommendation Form that had been approved by the membership in April and is to be used either alone or in conjunction with a formal letter of recommendation. He reiterated that program directors should be using this form as it really helps delineate an applicant’s qualifications.

B. President-Elect

Dr. Nicholas Vedder provided a summary of the transition from combined programs to independent or integrated programs as now required by the RRC. He also reported on the newly formed Academic Affairs Council as an ideal venue to consider issues related to plastic surgery as all organizations involved are represented on the Council. Dr. Vedder indicated that the ACAPS panel in April would be “Overcoming Challenges of Training Plastic Surgeons in the Current Economic Environment”.

C. Vice President

Dr. Joseph Losee reported that he is planning two events for the ACAPS Spring Retreat: the first part would be a 2-hour session on regionalization in plastic surgery with the country divided into 4 sections with a moderator for each. The second would be a 1-hour panel regarding mock oral boards with pro and con positions by Mike Bentz and Nick Vedder vs. Joe Serletti and Don Mackay with Barry Noone and Joe Losee as moderators.

D. Secretary-Treasurer

Dr. Jeffrey Janis reported a total membership of 280 consisting of 141 Active, 121 Associate and 18 Senior members. He also reported that Dr. Peter Taub had been
transferred to Active membership and the Board approved the following four requests for resignations: Drs. Christian Paletta, M. Brent Seagle, Matthew Steele and Lisa Gould.

The following applicants for membership were approved:

**Active**

- Anuja K. Antony, Chicago, IL
- Patrick B. Garvey, Houston, TX
- Stanley B. Getz, Charlotte, NC
- Scott D. Lifchez, Baltimore, MD
- Arshad R. Muzaffar, Columbia, MO
- Douglas S. Wagner, Akron, OH
- Anne Marie Wallace, La Jolla, CA
- Jeffrey B. Friedrich, Seattle, WA
- Joyce K. Aycock, Aurora, CO

**Associate**

- Michele Barnes, Boston, MA
- Richard C. Baynosa, Las Vegas, NV
- Christine L. Holman, Burlington, MA
- M. Elizabeth Krapels, Memphis, TN
- Rebecca L. LaDuke, Providence, RI
- Benjamin Lam, Newtown, PA
- Jean-Francois Lefaivre, Charlotte, NC
- David M. Otterburn, New York, NY
- Kris A. Gallagher, Philadelphia, PA
- Brian S. Pan, Cincinnati, OH

Dr. Janis presented the Statement of Financial Position as of August 31, 2011, reporting total assets of $287,378 with liabilities of $7,400 resulting in net assets of $279,978. Total revenue of $109,459 and total expenses of $75,400 resulting in a net operating balance of $34,039. With investment income of $5,250 the resulting net income to-date totals $39,559.

VOTED to approve the report of the Secretary-Treasurer.

**E. Parliamentarian**

Dr. Donald Mackay presented proposed bylaw amendments which reflected changes resulting from the Strategic Planning Retreat including the leadership organizational structure with the addition of three Vice Presidents, changing the Fellowship Committee to a Standing Committee, including the New Curriculum and Virtual Reality Committees as part of the Education Committee, and adding the Coordinators Committee, Mentoring Committee and New Residency Programs Committee as Standing Committees.

VOTED to approve the bylaw amendments as presented.
F. **Immediate Past President**

Dr. Charles Verheyden invited anyone interested in serving on any of the newly established positions to please let him know as he would be chairing the Nominating Committee this year and considering these positions.

5. **Committee Reports**

A. **Communications Committee**

In the absence of Dr. Howard Wang, Mr. Stan Alger, Executive Director, summarized the activities on behalf of ACAPS including coordination of events during Plastic Surgery 2011, implementation of the new URL and a series of planned modifications and enhancements to the website and development of the new electronic interactive newsletter.

B. **Education Committee**

Dr. Scott Hultman reported on the Education Committee’s activities over the past six months including development of Faculty and Resident Assessment Tools resulting in instruments from several academic institutions now available on the website. The Committee is also recommending that ACAPS partner with PSF to include more patient safety and peri-operative care questions in the In-Service Exam. The Committee also discussed an ACAPS Visiting Professor program in conjunction with PSF. It was felt that the first ACAPS Visiting Professor could be the recipient of the Robert Goldwyn Mentoring Award. The Committee will be working on a new Milestone Project in conjunction with the ACGME and ABPS that will track resident development using performance metrics rather than time-driven parameters. It is anticipated that this will be available by the ACGME for all residency programs in July 2012.

C. **Fellowship Committee**

Dr. Charles Butler gave a PowerPoint presentation recognizing the members of the Fellowship Committee for their hard work in developing web-based fellowship listings for the various plastic surgery subspecialty fellowships. A point person has been assigned to each fellowship type and work will continue to determine categories and what information to include in each category. It was suggested that a template be developed to provide uniform information, and Dr. Butler that was being worked on with specifics for specialties.

D. **Issues Committee**

Dr. Michael Bentz reported on preliminary results of a survey of Chief Residents to help understand the market for faculty in academic plastic surgery in the U.S. He indicated that this survey will be sent again after Plastics Week as the number of responses did not supply enough data to reach any concrete conclusions. In addition, Dr. Kasten indicated he would be sending a Residency Training Model Outcomes survey after Plastics Week as well. Dr. Bentz issued a plea for everyone to complete the surveys as they are for their own benefit and would provide helpful resources for their academic programs.
E. Mentoring Committee

Dr. Thomas Lawrence reported that the Mentoring Session on “Resolving Conflicts” was extremely well attended and that Dr. Howard Langstein presented an excellent session. He also reported that the Mentoring Committee would be soliciting applications for the Robert Goldwyn Mentoring Award to be presented during the AAPS Opening Ceremonies in April in San Francisco.

F. Virtual Reality Committee

Dr. Joseph Rosen presented a PowerPoint report of the committees work over the past year on the development and efficacy testing of the Latissimus Dorsi Procedure Simulator. He noted that Phase I is near completion and that this paper had been selected for presentation this year at the ASPS Annual Meeting in Denver. The committee will continue to develop the simulator based on feedback from the pilot study. He noted that Dr. Alexis Hazen had received a $50,000 grant from PSF for this simulation project. In addition to other enhancements, the next version of the simulator will be web-based.

G. PS Coordinators Committee

Dr. Jeffrey Janis asked all of the coordinators to please stand and be recognized for all of the hard work they do. He reported that the Coordinators symposium this year had a record number of 48 attendees. He also reported that tremendous progress had been made with the TAGME program.

H. Research Committee

Dr. Robert Weber reported that Dr. Reuben Bueno was the recipient of the 2011 ACAPS/PSF Combined Research Grant. Applications for the 2012 grant open October 1 indicating ACAPS will continue to work with PSF to solicit grant applications to fund research of interest to the ACAPS members.

I. Resident Selection Committee

Dr. John Kitzmiller indicated there had been several questions about the use of the Letter of Recommendation Form which had been sent to the ACAPS members requesting that they use it. He noted that the Board agreed that this was an excellent template and it is a very helpful tool in the selection process. It could be used in conjunction with a letter or to provide feedback based on the form.

Dr. Kitzmiller also reported that they will be compiling interview dates which will be put up on the website.

The Committee also discussed at length the question of a resident being accepted into a program and then approached by a second program suggesting the resident be released from the first program. ACAPS “No second looks and no communications after interview” policy has been abided by and censorship from a membership perspective is already in place with this process. After additional discussion it was agreed that there should be a clear policy that program directors should not offer a position to a candidate who had already matched in
another position. The question of legal consequences was brought up. It was agreed that this should be brought back to committee for further consideration and on the Annual Business Meeting agenda in April.

J. Curriculum Committee (PSEN)

Dr. Jeffrey Janis reviewed the current PSEN site and acknowledged everyone who participated in its development, particularly Joe Losee and Keith Brandt. He indicated that Version 2.0 would be available July 1, 2012 and would be updated each academic year. It was felt that this was a spectacular success and the committee received applause from the members.

6. Old Business

There was no old business.

7. New Business

There was no new business.

8. Adjournment

With no further business to come before the Membership, Dr. Serletti adjourned the meeting at 3:36 PM.

Respectfully submitted,

Jeffrey Janis, MD
Secretary-Treasurer
ACAPS Annual Business Meeting Member Sign-in
September 24, 2011

Milton B. Armstrong, M.D.
Kimberly Bacik
Michele Barnes
Richard C. Baynosa, MD
Michael L. Bentz, M.D.
Steven Bernard, M.D.
Keith E. Brandt, M.D.
Mark A. Brzezienski, M.D.
Charles E. Butler, M.D.
Lynn Cauble
Mimis N. Cohen, M.D.
John J. Coleman, III, M.D.
Vigen B. Darian, M.D.
Jorge I. de la Torre, M.D.
Robert C. Dinsmore, M.D.
James L. Dolph, M.D.
Gregory Dumanian
Raymond M. Dunn, M.D.
William W. Dzwierzynski, M.D.
Lee E. Edstrom, MD, FACS
Gregory R. D. Evans, M.D.
Ronald D. Ford, M.D.
Thomas Gampper, M.D.
Essie Gonzalez
Arun K. Gosain, M.D.
Amanda A. Gosman, M.D.
Robert Grant, M.D.
Eti Gursel, M.D.
James G. Hoehn, M.D.
William Y. Hoffman, M.D.
Katherine Hoh
Kaydance L. Hope
Pat Johnson
Steven J. Kasten, M.D.
W. John Kitzmiller, M.D.
Richard A. Korentager, M.D.
Amanda Kotsovos
Bruce A. Kraemer, M.D.
M. Elizabeth Krapels
Donald H. Lalone, M.D.
Howard N. Langstein, M.D.
Gordon K. Lee, M.D.
W.P. Andrew Lee, M.D.
Lucie Lessard, M.D.
Victor L. Lewis, M.D.
Yuliya Litvak
Paul Liu, M.D.
Donald R. Mackay, M.D., FACS
Lisa Madden
Samir Mardini, M.D.
Bruce A. Mast, M.D.
Martha Matthews, M.D.
Joseph G. McCarthy, M.D., FACS
Chastity M. McLendon
Michael J. Miller, M.D.
William Miller, M.D.
Robert X. Murphy, Jr., M.D.
Michael W. Neumeister, M.D.
Vu T. Nguyen, M.D.
Gregory D. Pearson, M.D.
John A. Persing, M.D.
Linda G. Phillips, M.D.
Andrea L. Pozez, M.D.
Andrea O. Ray, M.D.
Edmond F. Ritter, M.D.
W. Bradford Rockwell, M.D.
Rod J. Rohrich, M.D.
Malcolm Z. Roth, MD, FACS
Douglas M. Rothkopf, M.D., FACS
Robert L. Rubert, M.D.
Pierre B. Saadeh, M.D.
A. Neil Salyapongse, M.D.
Kamal T. Sawan, M.D.
R. Bruce Shack, M.D.
Warren Schubert, M.D.
Lester Silver, M.D., FACS
Roger L. Simpson, M.D., FACS
David J. Smith, M.D.
David A. Staffenberg, M.D.
Peter J. Taub, M.D.
Jesse A. Taylor, M.D.
Seth R. Thaller, M.D.
Mark M. Urata, M.D., D.D.
Henry C. Vasconez, M.D.
Charles N. Verheyden, M.D.
Douglas A. Wagner, M.D.
Stephen M. Warren, M.D.
Braden Wilhelmi, M.D.
Robert A. Weber, M.D.
Albert Woo, M.D.
Michael J. Yaremchuk, M.D., FACS
Jack C. Yu, M.D.
William A. Zamboni, M.D.
Michael R. Zenn, M.D.