ARPAS Governing Council Minutes  
Sunday June 22, 2003  
Phoenix, AZ

President James Males called meeting to order at 8:00 a.m.

Attendees included: James Males, President; David Meisinger, Past President; Jim Aldrich, Treasurer; John Wagner, Secretary; Wayne Perry, Historian; Richard Frahm, Executive Vice President; Lowell Wilson, Editor; Bob Wettmann, ASAS Representative; Kenneth Cummings, President-Elect; Larry Chase, ADSA Representative; Frank Parks, California ARPAS Chapter President; Wayne Greene, Southern Director; Mitch Etchebarne, Western Director; Dwain Bunting, Incoming Director; Ken Olson, FASS; Phillip Smith, PSA Director; Marit Arana, Examining Committee; Larry Berger, Midwestern Section Director; Chuck Sapp, FASS; Jennifer Gavel, FASS; Bill Baumgardt, Corporate Relations; Lorena Nicholas, FASS; Darrell Johnson, Incoming Director

Introduction of New Officers: President Males introduced Richard Frahm as the new ARPAS Executive Vice President. He also acknowledged FASS staff members Jennifer Gavel and Lorena Nicholas.

James Males reminded everyone of the reception in Bill Baumgardt’s honor later in the week.

MOTION – David Meisinger moved to have ARPAS pay remainder of cost of reception. James Males added that ARPAS would underwrite portion of reception and that donations would be welcome.

Motion seconded by Phillip Smith

Motion passed unanimously.

Approval of Agendas: President Males went over the Governing Council agenda noting that the Business Office report would be delayed until afternoon, Bill Baumgardt would be in about 11:00am, and Ken Olson’s discussion would be delayed until 1:00pm and they would discuss the 2004 budget at that time.

MOTION – Lowell Wilson moved to approve the agenda.

Motion seconded by Larry Chase

Motion passed unanimously.

President Males went over the agenda for the Business Meeting. No changes were made.

MOTION – Larry Chase moved to approve the agenda.

Motion seconded by Marit Arana.

Motion passed unanimously.

Approval of Minutes of the January 17, 2003 Governing Council Meeting: President Males noted that the minutes could be obtained on the ARPAS website. No changes were made.
MOTION – Phillip Smith moved to approve the minutes.  
Motion seconded by Larry Berger  
Motion passed unanimously.

President’s Report: President Males stated that he has enjoyed being President of ARPAS and it has been a short 11-month term. He expressed thanks to Richard Frahm for taking the role of EVP. He stated that he had visited with UEP and went over MOU with Gene Gregory. He expressed thanks to Kenneth Cummings and David Meisinger for their help during his term and to John Wagner for his help as Secretary. He thanked Jim Aldrich for staying with ARPAS an extra year and that this would be Jim’s last Governing Council meeting as Treasurer.

*The President’s Report is included as Appendix Item 1.

Secretary’s Report: Secretary John Wagner gave an oral report stating that he appreciated the help he has received with his secretarial duties.


Treasurer’s Report: Treasurer Jim Aldrich handed out an updated financial report for May and stated that the handwritten column was the 2004 budget estimates. He went over the highlights of the financial reports.

Discussion

MOTION: Ken Cummings moved to accept treasurer’s report  
Motion seconded by Marit Arana  
Motion passed unanimously.

*The Treasurer’s Report with April Financials is included as Appendix Item 2.

Executive Vice President’s Report: Richard Frahm went over his report. He reviewed the phone number situation at FASS, that the main ARPAS phone number no longer has IETS associated with it. The ARPAS brochures and Board Certification brochures have been updated. He passed around copies for the Governing Council and noted that copies would be available at booth. He also encouraged everyone to pick up an ARPAS ribbon to wear. He discussed the website, and noted that if anyone has any changes to send them to him or Lorraine at the ARPAS Business office. He has been keeping up the schedule of events on the web and anyone can send him new items for posting. He discussed talking to people about ARPAS and has been working on promoting ARPAS. He discussed the UEP audits, and commented that not as many companies were contacting ARPAS as he had hoped but that should improve.
PAS Editor’s Report: Editor Lowell Wilson reviewed two handouts in packet. He reviewed his reports. He stated that he would like to do a survey again. He discussed abstracting services to enhance the Journal. He would like to see more institutional subscriptions. Discussion on costs.

Discussion on online Journal. Lowell Wilson stated that ARPAS still needs to recognize small percentage who still want the paper copy. Larry Chase brought up option of producing the articles on CD. Lowell Wilson suggested starting a committee to consider costs of CD production. Lowell Wilson brought up budget costs – did not make $19,000 on journal last year. There was concern with some of the FASS charges.


Discussion on Dick Frahm being contacted by Dept. of Labor to survey some ARPAS members regarding Animal Science.

Standing Committees

Ethics Committee: Larry Berger had nothing to report. Larry Berger moving off as Midwest director.

Publications Committee: James Males went over report by William Seymour including conference call and survey.

Membership Committee: Wayne Greene went over reports. Reviewed lapsed member numbers – some are not aware they have lapsed. Membership committee met twice last year. Membership numbers have been on the increase. Some of the members on the lapsed list are retired.

Wayne Perry – pull emeritus out of lapsed list. Discussion

Membership directory discussion. John Wagner stated that the internet access is not always reliable. James Males stated the directory has been a primary way of advertising for sponsors. He also stated the online directory is more accurate than the printed version. David Meisinger suggested printing directory once every two years and doing an addendum of new members on the off years.

8/5/2003
Discussion on improving online directory.

   **MOTION** – Wayne Perry moved to print hard copy of directory every 2 years and on the off year print an addendum of all new members and corporate sponsors.
   Motion seconded by Larry Berger.

   Discussion
   Motion voted on
   Motion approved

Discussion on joint renewal and CEU mailing – response has been positive this year.
James Males recognized Wayne Greene for rotating to Treasurer.

**Professional Relations Committee:** Mitch Etchebarne had no report.

**Program Committee:** Ken Cummings reported their main responsibility is annual symposia. He went over his report. This year’s symposium will be jointly sponsored with the Lab Animal Care committee. Janice Swanson’s committee put it together at no cost. No budget was provided by the Governing Council. The symposium was an opportunity to provide educational opportunities to ARPAS members. Dick Frahm commented on making CEU’s possible for membership.

**Nominations Committee:** David Meisinger went over results from vote.
   Larry Chase – President-Elect
   Dwain Bunting – Midwestern Section Director
   Darrell Johnson – Southern Section Director

**Examinations Board:** Marit Arana went over exams. Exams are updated twice per year. New Dairy Nutrition Exam is available now.
Discussion on reviewing exam questions.

Bill Baumgardt joined meeting.

*The Standing Committee Reports are included as Appendix Item 6.*

**Sponsorship Report:** Bill Baumgardt went over report. All corporate sponsor payments are paid. QualiTech is paying quarterly and have paid for the first quarter of 2003. Bill suggested that now sponsors are up to date that it be handed over to Dick Frahm. Question was raised on organizational sponsorship. Bill replied that he had not pursued that yet.

*The Sponsorship Report is included as Appendix Item 7.*
Reports from ARPAS Colleges:

ACAABS – James Males went over email report. James reported that they should see an increased interest in this college.

ACAFS – No report

ACAG – No report

ACAN - Report attached.

Ken Cummings suggested putting together a task force to increase membership in the colleges.

ACAP – No report

College of Farm Animal Care: Richard Frahm has been approached to form a new college on Farm Animal Care – asked for feedback. He stated that it sounded more like a new ARPAS membership category than a new college. Discussion.

*If available, the ARPAS College Reports are included as Appendix Item 8.

Affiliated Society Reports:

ADSA – Larry Chase went over report. He talked about the Discover Conference in September. Brenda Carlson is working on obtaining a new ADSA representative for ARPAS Governing Council position. Discussion on poultry audits.

ASAS – Bob Wettemann had no report. David Ames will act as new ASAS representative.

ENPS – Robert Coleman – sent email report.

PSA – Phillip Smith went over report – discussed upcoming meeting in Madison.

AMSA –Benjy Mikel – report attached.

*If available, the Affiliated Society Reports are included as Appendix Item 9.

State/Regional Chapter Report:

Frank Parks went over California Chapter report. Discussion on members and dues. Chapter voted to change name from California-Nevada Chapter to California Chapter.
Wayne Greene brought up interest in starting a chapter associated with the Plains Nutrition Council. Discussion.


James Males stated that the Pacific Northwest chapter meets in October each year. Discussion.
Washington DC Chapter – Bill Price - report attached.

*If available, the State and Regional Chapter Reports are included as Appendix Item 10.

Discussion on survey of membership.
James males brought up the fact that anyone can access the ARPAS membership database online, unlike ASAS and ADSA.

Motion – Ken Cummings moved to allow FASS to utilize membership database for survey use.
Motion seconded by Wayne Perry
Discussion
Motion passed unanimously.

New Business

Pork Producer Certification program – David Meisinger. Pork Board in process of putting together program. 21 courses by early next year. Discussion on certification programs.

Ken Olson joined meeting.

**UEP Auditor Program** - Ken Olson went over program report. Started in January 2003. 17 auditors certified in 14 states. 45 went through training – not all have taken exam. ARPAS was asked not to solicit for audits. Information was put up on the website. Met with UEP two weeks ago – no negative feedback. Discussed range of locations of Auditors. Question was asked whether ARPAS audits were similar to USDA. Ken answered that it should be exactly the same. Hourly rate was similar between ARPAS and USDA. ARPAS needs to look at costs involved in doing the audits and charge accordingly. Discussion.
There will be a meeting in August to review audit guidelines with UEP, USDA and SES. Would like to recruit auditors in certain areas of the country where we are short. We developed brochures and the majority of info on the audits is online.
James Males asked if Ken was comfortable with going with a $300 administrative fee. Ken stated his concern over 1-2 house companies. Discussion about costs.

**Motion** – David Meisinger moved to increase administration fees to $300 per audit starting January 1, 2004.
*Motion seconded by Larry Berger.*
*Motion passed unanimously.*

**Motion** – David Meisinger moved to authorize expenditures up to $7,500 for FASS for the rest of this fiscal year then continue UEP program.
*Motion seconded by Larry Berger.*
*Motion passed unanimously.*

**Motion** - David Meisinger moved to charge $300 fee to new auditors starting immediately for training through Ken Olson.
*Motion seconded by Larry Berger.*
*Discussion*
*Motion passed unanimously.*

James Males expressed gratitude to Ken Olson for starting auditing program.

*The UEP Audit Report is included as Appendix Item 11.*

**Business Office Report:** Chuck Sapp expressed thanks to board for holding up agenda. Chuck introduced Lorena Nicholas to board and his move towards strategic planning of FASS. Lorena will be more recognized as working with ARPAS and the other societies. He discussed Mindy Colwell would be the one to contact for reports at the FASS office. ARPAS has been a success story over the past few years. He is very pleased with Ken Olson. Opened for comments.

Lorena went over transition from Jennifer to Lorraine in the FASS office. Chuck stated he appreciated Dick Frahm’s involvement with the FASS office. Discussion on communication being good. Chuck stated his appreciation about Ken. Looking at revenue for ARPAS.

Darrell Johnson joined meeting.

**FASS-ARPAS Research Worker Certification Update:** (Janice Swanson did not attend the meeting.) Chuck Sapp commented. Swine is done and is on market. Split into two videos level one and two for each species. Production is not moving as quickly as he wanted. This was the key to hiring Ken Olson. Needed connection with production and scientific side. Horse, beef cattle, dairy moving along but did not meet production.
schedule. Will be available after meeting. Putting all level 2s’ on hold until level 1s are done. Discussion on cost. Level 1 - $250; Level 2 - $350; Intro tape $500.

Discussion on staffing fees for ARPAS. Discussion on meeting date for annual meeting – originally was planned for July but it conflicted with IFT.

*The ARPAS Animal Care Certification Committee Report is included as Appendix Item 12.

Chuck Sapp and Lorena Nicholas left meeting.

**Standing Committee Assignments:** Ken Cummings went over 2003-2004 committees. Some of the committee assignments include:

Dan Catherman, Wisconsin – ADSA representative on the Ethics Committee.
Dwain Bunting – Midwest director and Chair of the Ethics Committee.
John Hibma – From CT is a new member to the Ethics committee.
Darrell Johnson – Southern Director and Membership Committee chair.
Will Seymour – Western Director and Publications Committee chair.
Mitch Etchebarne – Public Relations Committee chair.
Larry Chase – President Elect and Program Committee chair.
Jim Males – Nominating Committee chair.
Marit Arana – Examination Committee chair.

ARPAS committees for 2003-2004 are attached to the minutes.

**Budget for 2004** – Jim Aldrich handed out report to Council members – discussed items. There were dues increases 2 out of the last 3 years. Discussion.

Motion – David Meisinger moved to approve budget as revised.
Seconded by Phillip Smith.
Motion passed unanimously

**Appointment of New Treasurer** – James Males nominated Wayne Greene as Treasurer for Governing Council approval.

Motion – David Meisinger moved to approve the nomination of Wayne Greene as Treasurer.
Seconded by Ken Cummings.
Discussion
Motion passed unanimously
James Males expressed thanks to Jim Aldrich for his four years of service.

**California Nutrition Licensing Bill** – Frank Parks went over history. Licensing had to be done by each state. Committee appointed has been working since 1998 on licensing nutritionists in CA. California Grain and Feed Association put together a bill this spring, AB 329. Can be found on website [www.ca.gov](http://www.ca.gov). It is completely voluntary. Must show liability insurance. Second year examination will take place. CA chapter would provide volunteers to administer exam. Vets are exempted because they are licensed. Asking everyone to write to Senate Ag Committee with endorsements.

Discussion

**NRCS opportunities** – James Males reported. In past two days NRCS signed a MOU with Environmental Management Systems (EMS) for technical consultants. Marit discussed the training was not worth the time. Discussion.

**Research Worker Certification** – Janice Swanson sent Jim Males a report for the packet.

**Proposed Bylaw Change** – James Males reported. Proposal was sent out to Council members. Change would add new section in bylaws. If chapter has 50 or more members in National, they would have one seat on the Governing Council. Discussion on issues with number required (50). California would be only chapter large enough. Would be good opportunity for other chapters to grow. Discussion on formation of chapter (Article 12 of bylaws).

*Motion from the Executive Council to approve bylaw addition.*

*Motion seconded by Larry Berger.*

*Motion carried 11-1*

James Males commented that this would be an email vote that needs to be out 60 days. Requires 2/3 majority vote from GC and 2/3 vote from membership respondents.

**ARPAS recognition of training programs** – Richard Frahm. Has been approved and can be implemented. Would be revenue generating program for ARPAS.

Motion – David Meisinger moved to develop Animal Welfare Auditor-Swine category and exam. Person must be member of ARPAS. 

Motion seconded by Lowell Wilson 
Discussion 
Motion approved unanimously

Mid-year conference call meeting for Governing Council: Discussion of best time for next call. Set for:

January 16th, Friday 
1:00 pm CST for about 3 hours

2004 Governing council meeting – Tri-Society meeting in St. Louis (ASAS/ADSA/PSA), July 25-29, 2004, St. Louis, MO

Sunday, July 25th, 2004 – next Governing Council annual meeting, 8am – 5pm

Motion - James Males moved to adjourn 

Motion seconded by John Wagner 
Meeting adjourned at 4:40 pm.

Listing of Appendix Items

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ARPAS Committees for 2003-2004 13
It has been a busy and short year. It seems like only last month that we were in Quebec City and I took over the ARPAS leadership from David Meisinger. We have had two major issues to deal with over these 11 months. Both become major changes for ARPAS and for the future of the organization. The first item we dealt with was the desire of Dr. Bill Baumgardt to have a replacement as Executive Vice President on hand by January 1, 2003.

Past President Meisinger, President-Elect Kenneth Cummings and I started interviewing potential candidates for the EVP position during the Quebec City meeting. After soliciting applications and nominations we had an excellent pool of candidates. We did phone interviews and Kenneth Cummings followed up with personal interviews with two of the candidates. We were pleased to be able to offer the position to Dr. Richard Frahm. Timing was excellent for Dick as he was just retiring from USDA-CSREES and the part-time nature of the ARPAS position was attractive to him. Dick is just the type of person we were hoping to attract when we began our search and I’m really pleased with the way he has hit the ground running.

In early September I met with Gene Gregory, Senior Vice President of United Egg Producers and we agreed on an MOU between UEP and ARPAS for ARPAS to train and supply auditors to ensure compliance with UEP’s very ambitious Animal Welfare program. The Governing Council at last year’s meeting approved going forward with this program. We also arranged with FASS for the services of Ken Olsen to help us develop the training and examination program for auditors. Ken was able to get this up and running and to have auditors available by March 1, 2003. Although there are still some kinks to work out and a lot of questions with unknown answers about the whole area of Animal Welfare auditing, ARPAS has their foot in the door and the potential to have this opportunity available for our membership.

I want to especially thank Bill Baumgardt for his dedicated service to ARPAS as Executive Vice President. When Bill took the newly created job of EVP in 1998, ARPAS was struggling both financially and from a mission standpoint. Bill developed corporate sponsorships that have become significant contributors to our annual budget. In addition Bill has explored numerous avenues that have the potential to provide employment opportunities for ARPAS members. These include environmental auditing with EMS and the UEP opportunities described above. Bill also got conversations going with NRCS that we will probably hear more about in the coming months. Bill accepted a half-time position with little pay and helped ARPAS not only survive but prosper. We all owe a big thank you to Bill Baumgardt.
As I said above, new EVP Dick Frahm has hit the ground running and is continuing to make the contacts that will lead us into new opportunities in the future. Dick’s proximity to Washington DC will help with being available for “power” meetings inside the beltway. This sure beats cross-country “red eye” flights. Ken Olsen helped us get the UEP program up and running, and finished up the AAA, FASS and ARPAS Animal Welfare Guidelines project, thanks Ken. Past President David Meisinger and President elect Kenneth Cummings did a great job in working with me as the search and screening committee for the EVP position. The council of both David and Kenneth was very beneficial and kept the best interests of ARPAS in mind this past year. John Wagner has begun his service as Secretary and has effectively taken the reins of that important job.

At this meeting Jim Aldrich is retiring as Treasurer. He agreed to serve for an additional year and I’m very grateful for that. Jim has been very conscientious and organized as Treasurer. He has helped the Executive Committee and the Governing Council understand and follow the budgets. Jim has also helped a lot in projecting budgets and looking into the future as we developed the five-year plan last year. Jim, thanks from all the ARPAS members for a job well done.

I want to also thank an unsung group of people at FASS that help us function on a day-to-day basis. Of course Chuck Sapp heads everything up. Mindy Colwell handles our financial reporting. Jennifer Gavel was our direct administrative support until she began her maternity leave. Lorraine Halderman took over for Jennifer and has done a great job. She has had to begin a new position for herself, help us develop a new program with the UEP auditing and break in a new EVP. Thank you, Lorraine.

I have enjoyed my year as ARPAS President. I wasn’t planning to hire a new EVP or deal with the development of a program like the UEP auditing, when I agreed to have my name put into nomination for President. But I’m certainly glad that I did, and that I’ve had the privilege of serving ARPAS as President.

Appendix Item 2
Treasurer’s Report

Treasurer’s Report 2003
Governing Council Meeting

ARPAS financial situation through Apr 03 is contained in the enclosed spreadsheet. In general we are still in good shape financially. However projected revenues are running less than budgeted, specifically membership, and expenses are running higher than budget. FASS fees are higher than budgeted YTD. We’ve also spent $24,479 on UEP and AAA projects and have had little income to offset the expense. We had budgeted $10,900 for these items. Hopefully these are one time start up expenses and revenues from the programs will start increasing. A budget for 2004 will be presented for
approval at the GC meeting. The ARPAS Journal looks like it continues to operate on a sound financial basis.

James M. Aldrich, Ph.D., PAS  
Director of Ruminant Nutrition  
Akey, PO Box 5002  
Lewisburg, OH 45338

Balance Sheet:

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<th>April 30, 2003</th>
<th>December 31, 2002</th>
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<td><strong>Current Assets</strong></td>
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<td>Cash Investment</td>
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<td>Furniture &amp; Equipment</td>
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<td><strong>Other Assets</strong></td>
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<td><strong>Total Assets</strong></td>
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<td><strong>LIABILITIES AND FUND BALANCES</strong></td>
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<td><strong>Current Liabilities</strong></td>
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<td><strong>Total Liabilities</strong></td>
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<td><strong>Fund Balances</strong></td>
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<td>Animal Nutrition College</td>
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Unrestricted Fund Balances

8/5/2003  13
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<td><strong>178,722.54</strong></td>
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Statement of Revenue:

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<td><strong>REVENUE AND SUPPORT</strong></td>
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<td><strong>Membership Services</strong></td>
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<td><strong>ARPAS Journal</strong></td>
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<td>Page Charges</td>
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<td>Paper Copy</td>
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<td>0%</td>
<td>&lt;65.00&gt;</td>
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<td>Mailing List Revenue</td>
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<tr>
<td><strong>Total ARPAS Journal</strong></td>
<td><strong>23,275.00</strong></td>
<td><strong>44,100.00</strong></td>
<td>53%</td>
<td><strong>58,864.50</strong></td>
<td><strong>41,600.00</strong></td>
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<td><strong>Special Projects</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Projects- UEP</td>
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<td>0%</td>
<td>0.00</td>
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<td><strong>Total Special Projects</strong></td>
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<td>0%</td>
<td><strong>0.00</strong></td>
<td><strong>0.00</strong></td>
</tr>
<tr>
<td><strong>Administration &amp; Governance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest /Dividend Income</td>
<td>677.25</td>
<td>330.00</td>
<td>205%</td>
<td>3,033.23</td>
<td>300.00</td>
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<td>Misc. Income</td>
<td>0.00</td>
<td>0.00</td>
<td>0%</td>
<td>240.19</td>
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<tr>
<td>Gain/(Loss) on Sale of Assets</td>
<td>0.00</td>
<td>0.00</td>
<td>0%</td>
<td>&lt;615.20&gt;</td>
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<tr>
<td>Unrealized Invest Gain/(Loss)</td>
<td>767.37</td>
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<td>0%</td>
<td>&lt;3,145.10&gt;</td>
<td>0.00</td>
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<tr>
<td><strong>Total Administration &amp; Governance</strong></td>
<td><strong>1,444.62</strong></td>
<td><strong>330.00</strong></td>
<td>438%</td>
<td><strong>&lt;486.88&gt;</strong></td>
<td><strong>300.00</strong></td>
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<td><strong>TOTAL REVENUE AND SUPPORT</strong></td>
<td><strong>169,542.18</strong></td>
<td><strong>199,230.00</strong></td>
<td>85%</td>
<td><strong>191,516.62</strong></td>
<td><strong>174,650.00</strong></td>
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8/5/2003  14
## EXPENSES

### Membership Services

<table>
<thead>
<tr>
<th>Item</th>
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<th>Budget</th>
<th>Dif%</th>
<th>Actual</th>
<th>Budget</th>
</tr>
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<tbody>
<tr>
<td>Postage</td>
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<td>Directory-Printing &amp; Postage</td>
<td>0.00</td>
<td>5,450.00</td>
<td>0%</td>
<td>4,976.38</td>
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### ARPAS Journal

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<th>Dif%</th>
<th>Actual</th>
<th>Budget</th>
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<tbody>
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<td>Telephone</td>
<td>24.43</td>
<td>60.00</td>
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<td>2.48</td>
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</tr>
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<td>0%</td>
<td>337.63</td>
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<tr>
<td>FASS Production Service Fees</td>
<td>6,255.00</td>
<td>4,000.00</td>
<td>156%</td>
<td>7,132.50</td>
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<td>46%</td>
<td>7,778.75</td>
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<td>0%</td>
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<td>0.00</td>
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<td>Printing of Journal</td>
<td>7,420.00</td>
<td>12,600.00</td>
<td>59%</td>
<td>15,620.59</td>
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<td>2,700.00</td>
<td>13%</td>
<td>1,696.65</td>
<td>2,700.00</td>
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<tr>
<td>Editor Stipend</td>
<td>1,450.00</td>
<td>6,000.00</td>
<td>24%</td>
<td>6,077.75</td>
<td>6,000.00</td>
</tr>
<tr>
<td>Editor's Office Support</td>
<td>328.80</td>
<td>1,500.00</td>
<td>22%</td>
<td>1,173.98</td>
<td>1,500.00</td>
</tr>
<tr>
<td>Editor's Travel</td>
<td>0.00</td>
<td>0.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Freelance Jrl</td>
<td>537.25</td>
<td>4,000.00</td>
<td>13%</td>
<td>966.17</td>
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<td>22,527.35</td>
<td>39,460.00</td>
<td>57%</td>
<td>41,418.35</td>
<td>39,510.00</td>
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</table>

### Annual Meeting

<table>
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<tr>
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<th>Dif%</th>
<th>Actual</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td>499.13</td>
<td>0.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>A/M Supplies</td>
<td>0.00</td>
<td>30.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>A/M Audio/Video Rental</td>
<td>0.00</td>
<td>180.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>0.00</td>
<td>580.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>Awards</td>
<td>0.00</td>
<td>600.00</td>
<td>0%</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>Conference Facilities Rental</td>
<td>0.00</td>
<td>1,450.00</td>
<td>0%</td>
<td>0.00</td>
<td>500.00</td>
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<tr>
<td><strong>Total Annual Meeting</strong></td>
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<td>2,840.00</td>
<td>18%</td>
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### Administration and Governance

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual</th>
<th>Budget</th>
<th>Dif%</th>
<th>Actual</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>EVP-Salary &amp; Wage Costs</td>
<td>10,350.00</td>
<td>30,000.00</td>
<td>35%</td>
<td>18,000.00</td>
<td>18,000.00</td>
</tr>
<tr>
<td>EVP-Printing</td>
<td>80.42</td>
<td>0.00</td>
<td>0%</td>
<td>0.00</td>
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<td>EVP-Office Operation Allowance</td>
<td>4,916.98</td>
<td>4,500.00</td>
<td>109%</td>
<td>1,929.57</td>
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<td>EVP-Travel Allowance</td>
<td>3,602.04</td>
<td>10,000.00</td>
<td>36%</td>
<td>7,749.46</td>
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<td>Temporary Labor Costs</td>
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<td>23%</td>
<td>1,366.38</td>
<td>1,000.00</td>
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<td>Corporate Relations Expenses</td>
<td>130.00</td>
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<td>0%</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Telephone</td>
<td>476.87</td>
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<td>43%</td>
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<td>Telephone Conf Calls-Board</td>
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<td>225%</td>
<td>3,399.56</td>
<td>1,000.00</td>
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<tr>
<td>Telephone-Special Projects</td>
<td>85.20</td>
<td>550.00</td>
<td>15%</td>
<td>0.00</td>
<td>500.00</td>
</tr>
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<td>Postage</td>
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<td>2,700.00</td>
<td>49%</td>
<td>3,057.23</td>
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<td>Shipping</td>
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<td>110.00</td>
<td>23%</td>
<td>225.32</td>
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<td>Supplies</td>
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<td>3,300.00</td>
<td>58%</td>
<td>4,954.65</td>
<td>3,000.00</td>
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<td>350.00</td>
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<td>125.76</td>
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<td>Exhibit expense</td>
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<tr>
<td>Travel - Board</td>
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</tr>
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<td>Travel - Board-Facility Rental</td>
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<td>550.00</td>
<td>0%</td>
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<td>60%</td>
<td>36,289.22</td>
<td>30,000.00</td>
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<tr>
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<td>0%</td>
<td>535.00</td>
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</tr>
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</table>

8/5/2003  15
Appendix Item 3
Executive Vice President’s Report

ARPAS EXECUTIVE VICE PRESIDENT REPORT
ARPAS GOVERNING COUNCIL MEETING
Phoenix, AZ, June 22, 2003
Richard R. Frahm

It has been an honor and privilege to serve as the EVP of ARPAS since January 1, 2003. A lot is going on in ARPAS, and it has been an exciting challenge to learn about various activities and to interact with the many ARPAS members involved. I have strived to be responsive as opportunities occurred, and be a positive influence to facilitate progress. In addition to responding to daily phone calls and e-mail, a chronological summary of my activities since January 1, 2003 is provided below.

January 17. I participated in the Governing Council Mid-year Conference Call.

January 22-24. I operated the ARPAS booth at the International Poultry Expo, Atlanta, GA. I visited with companies and potential auditors about the UEP Audit Program, and assisted Ken Olson with the auditor training sessions and administering the ARPAS Exams to six people. Since then, Ken and I have been in frequent contact (e-mail and phone) about the UEP Audit Program. Ken Olson has done a great job getting this program launched.

January 26-27. I made a presentation about ARPAS at the National Animal Science Department Heads meeting in Nashville, TN. I strongly encouraged them to make their graduating senior students aware of ARPAS, and arrange to administer the ARPAS exam to those students wishing to do so.
February 1-4. I drove to West Lafayette, IN and spent a day with Bill Baumgardt getting some excellent orientation. Numerous supplies and materials were loaded in my car for transport to my Blacksburg office. Bill and I traveled to Savoy, IL to meet the staff at FASS Headquarters that perform various functions for ARPAS. Considerable time was spent with Lorraine Halderman who had been recently assigned to perform the duties of Administrative Assistant for ARPAS. Lorraine has proven to be a quick study and is doing an excellent job.

March. Lorraine Halderman and I prepared and distributed a Newsletter. I contributed an article.

March 16-19. I operated the ARPAS booth at the Midwest ASAS/ADSA meeting in Des Moines, IA and administered ARPAS exams to 9 applicants (all passed). Bill Baumgardt was in the adjoining booth, so I continued to receive some excellent orientation.

April. Loraine Halderman and I revised two of the ARPAS brochures, the General Membership brochure and the Board Certification brochure.

April 16-18. I was at Southwest Texas State University for other purposes (not at ARPAS expense), and administered ARPAS exams to the Department Chair and one student (both passed).

During April, I had several interactions (phone and e-mail) with Frank Bryant with SES, Inc. about their program to administer animal welfare audits for the National Council of Chain Restaurants and the Food Marketing Institute. They seem firm on requiring that only persons successfully completing a training course conducted by SES were eligible to conduct an audit for the NCCR/FMI program. SES is quite receptive to ARPAS members participating in the Training and subsequent auditing program. I reviewed the training program and found it to be very comprehensive and intense. I approved the training program for CEU credit for any ARPAS member that should participate.

May 2. I participated in an Executive Committee Conference Call.

May 3-6. I attended the AFIA Conference in Minneapolis and represented ARPAS on the Nutrition Council. I participated in the Education Committee meeting. Ken Cummings, President-elect, was in attendance and we were able to discuss several current issues.

May 12. I had a 1.5 hour meeting with Terrie Dort, President of the National Council of Chain Restaurants about their Animal Welfare Auditing Program which is administered by SES, Inc. She seems to have a favorable impression of ARPAS and hoped ARPAS members would become qualified to conduct their audits. The philosophy and approach to conducting audits is quite different from the UEP Audit Program.

May 12-14. I participated in the Animal Agriculture Alliance Stakeholder’s meeting in Crystal City, VA. I made contact and had discussions with the President, Bruce
Andrews, and Vice President, Kay Johnson. The Moderator for the program was Max Armstrong of WGN Radio in Chicago. During a conversation with him, he pulled me aside and did an interview with me about ARPAS.

Thus far, I have averaged 24 hours per week devoted to ARPAS.

Travel plans for the remaining part of the year:

June 4-7. Equine Nutrition and Physiology Symposium, Lansing, MI
June 11-12. UEP called meeting to review/evaluate the auditing program, Chicago, IL
June 21-27. ARPAS annual Meeting, ASAS/ADSA, Phoenix, AZ
July 6-10. Poultry Science, Madison, WI and 4-State Nutrition Conf., LaCrosse, WI
August 1-3. Invited participant in a Monsanto Seminar, St. Louis, MO
September 29-October 5. World Dairy Expo. Madison, WI

Respectfully submitted, 5/27/03
Dick Frahm, EVP

Appendix Item 4
Editor’s Report

PROFESSIONAL ANIMAL SCIENTIST JOURNAL
Editor’s Report 2003

I certainly appreciate the formation/activation of your committee and look forward to the help that your committee will offer to the PASJ. I have indicated in the attached tables, the types and species of the published papers are summarized, there were 61 papers published in 2002 – the vast majority were in the beef area (45%).

Below is a summary of manuscript receipt and review process:

(A) Manuscripts received either electronically or hard copy (mostly the latter);
(B) Sent to two reviewers (from editorial board) without my editing;
(C) Request return from reviewers in 30-45 days (several reviewers take longer; average length ~ 45 days);
(D) If split decision of two reviewers, I decide whether to tentatively accept, reject, or (if not in my area) to request a third person to referee; usually returned to authors with split or unanimous decision within a week;
(E) If both reviewers suggest rejection (usually with a request for a rewrite with second evaluation; and/or designations as “case study”)
(F) On revised papers returned from authors I usually do a first edit within a few days, and in 90% of the cases, send on to FASS/ARPAS technical editor.
(G) Galley proofs received from FASS in 45-60 days, and turned around within a few days.
Total time between our receiving and publishing manuscripts can range between three and five months, dependent on many factors, not the least of which is author’s revision time. With the PASJ being published six rather than four times annually, the time lapse should be a bit shorter. The increased frequency should encourage more manuscripts.

I’d like to have input into the survey form, and I certainly believe it is needed.

Two other items to accomplish are:
(A) increased institutional subscriptions; and
(B) Increased use of PASJ by abstracting services

Both of these items need FASS input/help.

As I indicated, your committee and the intended attention to the PASJ is welcomed and needed. Please let me know if any further information is desired or needed.

Best regards,

Lowell L. Wilson, editor in chief, PASJ

Attachment: PASJ summary table.

Summary of PASJ Manuscript types/species (2002)

(Species: B=Beef; D=Dairy; E=Equine; S=Swine; O=Other
Type: R=Review; OR=Original Research; CS=Case Study; TN=T. Note

<table>
<thead>
<tr>
<th>Manuscript Type</th>
<th>Species</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>R</td>
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<tr>
<td>June 15</td>
<td>2</td>
</tr>
<tr>
<td>March 16 b</td>
<td>2</td>
</tr>
<tr>
<td>September 14 b</td>
<td>2</td>
</tr>
<tr>
<td>December 16</td>
<td>1</td>
</tr>
<tr>
<td>Totals^c</td>
<td>7</td>
</tr>
</tbody>
</table>

^a Other consisted of sheep and nutritional papers.
^b 4 symposium papers on auditing/certifying not included in above
^c Does not include the symposium papers

Total published papers (2002) =61; Papers received and reviewed = 68; Rejection rate 7/68 =10%.

8/5/2003
1. **Papers/pages printed in 2000, 2001, 2002, and (to date) in 2003:**

A summary of the numbers of papers and pages dedicated to the paper section of the PASJ are presented in Table 1. Note there has been a gradual increase, with a marked increase in 2002 issues. We continue to encourage submission of review and symposia papers although we have received several complimentary comments on original applied research manuscripts. We anticipate more equine papers from the ENPS section but anticipated a smaller increase in number of papers over the next few years. We have rejected seven (7) papers in past 6 issues (186 papers = 8.1% rejection rate).

**Table 1. Summary of PASJ Manuscripts/Pages (2000-to-date in 2003).**

<table>
<thead>
<tr>
<th></th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
</tr>
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<tr>
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<tr>
<td>March</td>
<td>9</td>
<td>58</td>
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<td>56</td>
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<tr>
<td>June</td>
<td>8</td>
<td>78</td>
<td>9</td>
<td>62</td>
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<td>September</td>
<td>9</td>
<td>58</td>
<td>12</td>
<td>83</td>
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<tr>
<td>December</td>
<td>9</td>
<td>55</td>
<td>14</td>
<td>105</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>72 (Feb.)</td>
<td>15</td>
<td>112 (Apr)</td>
</tr>
</tbody>
</table>

2. **Page charges:** Currently $95, which is less than most journals; suggest no increase unless more financing needed to offset increased unknown costs.

3. Author and subject indexes published in December 2002 for the 2001 and 2002 issues. Cost of these indexes not clear, but must continue annually.

4. We need to continually increase abstracting services—currently on Agricola, CAB International and Pro Quest Information and Learning System. Medline and others contacted again this year. Need to continue sending sample copies to abstracting services at least once a year.

5. Request that each director, officer and other ARPAS representatives encourage their colleagues to consider publication in PASJ.

6. Suggest printed PASJ version be made available and priced to be self-supporting.

7. Need special effort to increase the **number of institutional subscribers.**

**Thanks for the opportunity to serve ARPAS through the PASJ.**

8/5/2003
Appendix Item 5
Historian Report

Historian Report 2003
Submitted by T. W. Perry

Perhaps it is of interest to the Governing Council to know the nature of the Historian's activities. The History report contains the following, dating back to the initiation of ARPAS, for the most part - or at least as far back as there are records, i.e. the Executive Vice-Presidents report goes back only a few years.

1. Budgets
2. Business Meetings
3. Colleges
4. Committee Structures
5. Executive Vice-President's Report
6. Meeting Sites and Programs
7. Officers
8. PAS Journal
9. Sponsors

Appendix Item 6
Committee Reports

Ethics Committee:

May 27, 2003
Ethics Committee Report

The ethics committee did not meet this year as there no issues requiring our involvement.
Sincerely,
Larry L. Berger
Ethics Committee Chair
Membership Committee:

Current Members – Paid Through 2003
As of June 5, 2003

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<th>Member Category</th>
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<tr>
<td>Corporate</td>
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Total Members 1380

(Note: January 14th 2003 GC meeting: 976)

Expired Members – Paid Through 2002
As of June 5, 2003

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Total Members 140

(January 14th 2003 GC meeting: 456)
Members with Paper Copy in 2002
As of June 5th, 2003

Total Members  473

(January 14th 2003 GC meeting: 473)

_____________________________

Members with Paper Copy in 2003
As of June 5th, 2003

Total Members  244

(January 14th 2003 GC meeting: 163)

_____________________________

Board Certified Members
Current 2003 Members
As of June 5th, 2003

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<td>American College of Animal Physiology – ACAP</td>
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8/5/2003  23
Publications Committee:

May 27, 2003

ARPAS Publications Committee Report

Committee: Karin Bump, Bill Dicke, Kris Johnson, Jay Jones, Gail Kuhlman, Will Seymour (Chair).

The ARPAS publications committee held a conference call to discuss the current publication content, format and the needs of the membership. A number of ideas were brought forth and the committee decided to conduct a brief membership survey. The committee also requested basic information from Dr. Wilson on the PAS journal. The minutes of this conference call are attached for the Governing Council along with a draft of the survey. We would like suggestions on the survey content and the means of administering the survey, i.e. go 100% email or use regular mail at least as a reminder, or include with issue of PAS journal. The objective is to gauge the use and satisfaction of membership with ARPAS publications and web site. Our goal is to complete the survey by end 3Q 2003. Our general expectation is that the survey would provide a basis for small improvements and enhancements to the ARPAS publications.

Respectfully submitted,

William Seymour

ARPAS Publications Committee Conference Call
January 24, 2003

Present: Bill Dicke, Gail Kuhlman, Karin Bump, Kristen Johnson and Will Seymour

1. Items related to ARPAS newsletter
   a.) Committee members like the format and email delivery but would like to survey membership to receive their input
   b.) Other suggested topics for newsletter include events calendar with new events information provided by membership and notes concerning conference proceedings available in the web.

2. Items related to PAS journal
   a.) Committee desires to encourage a wider range of topics in papers submitted to the PAS journal.
   b.) Committee would like to ask Dr. Wilson to provide basic data on the number of paper submissions, review process, length of time for review and publication and related information that would help the committee in suggesting activities by ARPAS to widen the net on receiving papers for the PAS journal.
c.) Committee suggests encouraging or soliciting more papers on companion animals, equine and other animals where there are industry applications.

d.) Encourage interdisciplinary case studies in areas such as environmental regulations, teaching to be published in PAS journal.

e.) Include and encourage letters to editor related to government policies and issues that affect the animal industries. Brief book reviews could also be valuable to members.

3. General

a.) The committee would like to conduct a survey of the membership on their use and satisfaction with ARPAS publications. In order to do this the committee would first like to review information on the PAS journal and discuss the survey logistics with the ARPAS office.

b.) The committee members express their appreciation for the quality of the ARPAS publications and the continuing improvement. The committee’s main goal is to further enhance the value of the publications for the ARPAS membership which is a diverse group representing a number of different industries and academia.

Respectfully submitted,

William Seymour, Chairperson

Program Committee:

ARPAS Program Committee Report 2003

Kenneth Cummings

This year ARPAS co-sponsored a symposia with the FASS Laboratory Animal Care Committee entitled "ARPAS/FASS: AAALAC International Accreditation at State Universities and Land Grant Colleges: Trends, Challenges, and Potential Solutions". The symposium will be held at 9 am on Tuesday, June 24.

Janice Swanson, Chair of the FASS Lab Animal Care Committee and the members of her committee organized this symposium. ARPAS is please to be a co-sponsor.

This is consistent with our charter to provide educational opportunities for ARPAS members and to foster accreditation opportunities.

Program Committee Members:

Kenneth Cummings, Chair
William Johnson
David Freeman

8/5/2003
Nominations Committee:

Nominations Committee
Submitted by David Meisinger

The ARPAS Nominations Committee developed a strong ballot of candidates for the positions of President-Elect, Southern Director and Midwest Director. Ballots were submitted by 411 ARPAS members. The results were as follows:

President-Elect: Larry Chase, Cornell
Southern Director: Darrell Johnson, Burkmann Mills, KY
Midwest Director: Dwain Bunting, ADM Animal Health, IL

Respectfully submitted,

David Meisinger, Chair, Nominations Committee

Appendix Item 7
Sponsorship

ARPAS
Corporate Relations Report
ARPAS Governing Council Meeting.
Phoenix, AZ, June 22, 2003
Bill Baumgardt

A. Corporate Sponsorship
A list of the current Corporate Sponsors by level is attached.

1) Platinum: 7 @ $2,500 = $17,500.
2) Gold: 16 @ $1,500 = 24,000.
3) Silver: 2 @ $1,000 = 2,000.
4) Bronze: 1 @ $500 = 500.
TOTAL $44,000.

All of these have committed for the year 2003. All are paid except that QualiTech is Invoiced quarterly, an arrangement that was agreed to about three years ago.

Currently I am negotiating with some additional companies to become Corporate Sponsors for the year 2004. I anticipate that three will become Sponsors, probably at
the Gold level. In terms of budgeting, I suggest that the income for the next year (2004) be no more than the income from Sponsors for 2003. That approach is prudent, especially with consolidation etc. there might be some losses, plus the “potential” sponsors have not yet confirmed.

B. Meetings covered for ARPAS in 2003 to date:
1) Certification Advisory Council, Indianapolis, IN April 7, 2003.
2) Tri-State Dairy Nutrition Conference, Fort Wayne, IN, April 7-9, 2003.
   At this meeting I had an exhibit booth for ARPAS and administered 6 PAS exams and received payment of the $25 examination fee for each. The exams and checks were sent by Certified Mail to Lorraine Halderman on April 21, 2003.

C. Thanks and best wishes to all.

(Report prepared 060103)

Appendix Item 8
College Reports

American College of Animal Nutrition

ACAN report to the 2003 ARPAS Governing Board

An ACAN committee is in the finishing stage of revising the membership qualifying exam. This exam will be based on the 2001 NRC Nutrient Requirements of Dairy Cattle.

The nominating committee will present names for election of officers at the ACAN meeting this week.

The ACAN annual meeting will be held later in the year.

Current membership in ACAN is 169.

Submitted by  Ray Hinders, President
    Keith Cummins, Past President
    Bill Mahanna, Secretary/Treasurer
    Directors, Ellen Jordan
    Dick Arnold
    Dale Hill

8/5/2003
Appendix Item 9
Affiliated Society Reports

To: ARPAS Governing Council

From: L. E. Chase – ADSA Representative to ARPAS

Date: May 27, 2003

Subject: American Dairy Science Association Report

The 2002 joint ADSA-ASAS meeting in Quebec City was quite successful with 3340 registered participants and 1,649 accepted abstracts. A total of 36 symposia were held and there were 94 oral and poster sessions. The ADSA/ASAS joint meeting in Phoenix appears to be another strong meeting. There are over 1,500 abstracts to be presented and about 25 symposia sessions are scheduled. This meeting will be a joint with the Mexican Association of Animal Production. A change in meeting format is being instituted for this meeting. The first 2 hours of each day will be blocked for viewing posters. There will be no symposia or oral presentations during this time frame.

There are a number of other ADSA related items of interest to the ARPAS group. These include:

1. The 7th Discover conference to be held September 21-24 in Nashville, Indiana. The subject of this conference is “Is There a Future for Antibiotics in Animal Agriculture?” This conference addresses an issue of critical importance to animal agriculture. This would be an excellent meeting for ARPAS members to consider attending.

2. ADSA has instituted a strategic planning process. This is focused on trying to identify future membership, needs, goals and partners that ADSA may work with in the future.

3. Moving the Journal of Dairy Science to HighWire Press. The Journal of Animal Science is also making a similar move. HighWire Press will host the online versions of the journal and provide full-text html papers. This service will also provide hyperlinks to other references and an improved search engine. HighWire currently hosts more than 300 journals. This may be a service that ARPAS could explore to increase visibility for the Professional Animal Scientist journal.
The society meets on a bi-annual basis with the most recent symposium being held June 5-7 in East Lansing, Michigan. The symposium was hosted by Michigan State University.

The 2003 Symposium was attended by 256 people – down from 2001 due to the tight travel budgets. One hundred and thirty one papers were presented (93 oral presentations and 38 posters). A strong graduate student representation was noted with competition papers given in all 5 categories (Nutrition, Exercise Physiology, Reproduction, Production/Management and Teaching/Extension).

During the meetings, 19 people took the ARPAS exam. Those taking the exam were industry representatives, graduate students and a number of past ARPAS members renewed their status. There have been approximately 20 –25 taking the exam since the 1995 ENPS symposium.

The presenters at the 2003 meeting were all encouraged to publish full papers in the PAS journal. One concern with authors was if the PAS was on a searchable data basis.

The next ENPS will be May 30-June 2, 2005 in Arizona, with the 2007 meeting in Maryland.

Bob Coleman, Ph.D./PAS
ENPS Representative

To: Dr. James Males and ARPAS Governing Council

From: Phil Smith, Poultry Science Representative to ARPAS

Date: June 03, 2003

Subject: Poultry Science Association Report

The Poultry Science Association (PSA) is scheduled to have their annual meeting in Madison, Wisconsin at Monona Terrace from July 6-9, 2003. I plan to attend the meeting in Madison and help Dr. Frahm with the ARPAS booth and exams. PSA is expecting to have a good meeting in Madison. I spoke with Mike Lacey who was my liaison last year. He stated that PSA was doing well.

Next years annual PSA meeting (2004) will be a joint meeting with ADSA and ASAS in St. Louis, Missouri. The 2005 and 2006 meetings will held at Auburn University and in Edmonton, Alberta, Canada respectively.
I will be able to attend this year’s ARPAS Governing Council meeting in Phoenix, Arizona.

If you have any questions please feel free to give me a call.

Best regards,
Phillip Smith Ph.D., P.S.A.

The American Meat Science Association (AMSA), a professional society formally incorporated in 1964, has the unique role to provide a forum for all interests in meat to come together in a reasoned, scientifically-based. Each year, the AMSA holds its annual Reciprocal Meats Conference (RMC) on a college campus. This conference, unlike any other, not only focuses on scientific based information but thrives on its foundation built upon family activities and values. This year’s RMC (the 56th annual Reciprocal meat Conference) will be starting Sunday June 15, and continuing though Wednesday, July 18, 2003. This year’s RMC is hosted by the University of Missouri and guarantees valuable information, informative sessions and lots of fun for members and their families. Sessions throughout the week will focus on the future of the meat industry, food safety, current and emerging technologies, hiring practices, consumer trends, performance standards, and animal care and handling. The week’s activities will conclude with the AMSA Awards and Recognition Banquet on Wednesday evening.

Another vital facet of the RMC is the annual meeting of the American College of Food Animal Science (ACFAS). This growing group consists of industry and academic individuals who are active in both ARPAS and AMSA. This year’s officers are Benjy Mikel, President (University of Kentucky) and Ken McMillin, Secretary (Louisiana State University). The mission of the ACFAS is to provide a forum for professional growth in the area of muscle food science instruction, research, and Extension.

William “Benjy” Mikel

Appendix Item 10
State and Regional Chapter Reports

CALIFORNIA ARPAS CHAPTER
YEAR SUMMARY
June 2002 – May 2003

1. Representative  Dr. Frank Parks, Ph.D., PAS, ACAN
President
California Chapter, ARPAS

8/5/2003
2. Annual Activities

a. Annual Continuing Education Conference
   Date: October 24\textsuperscript{th} & 25\textsuperscript{th}, 2002
   Attendance: 130 People
   Place: Harris Ranch, Coalinga, CA
   Speakers: Mike VanderHaas – Optimum Growth of Dairy
             Replacements.
             Vivek Fellner – Rumen Microbes & Nutrient
             Management.
             Tom Jenkins – Utilization of Fats in Dairy Rations
   University Research Updates from Cal Poly Pomona, Cal
   Poly San Luis Obispo and U.C. Davis
   Two Graduate Student CA ARPAS Chapter Scholarship
   Presentations

   Presentation on Air Quality Discovery Conference by Luis Solarzano

b. CA ARPAS Governing Council Meeting

   Date: February 12, 2002
   Attendance: Approximately 10 Individuals
   Location: World Ag Expo, Tulare, CA

   Planned Mid Year Business Meeting in May 2003 and Annual
   Continuing Education Conference in October 2003.

c. Mid Year CA ARPAS Chapter Business Meeting

   Date: May 13, 203
   Attendance: Approximately 70 Members
   Location: Radisson Hotel, Fresno, CA
   Speaker: Financial Analyst – Retirement Options

3. Accomplishments

a. Write-up of the Officer Responsibilities of California ARPAS
   Chapter.

b. Representation at National ARPAS level
   Mitch Etchebarne – Western Section Representative
   Marit Arana – Examining Board Chair
   Steve Boren – Membership Committee Member

8/5/2003  31
c. Continuation of By-Product Evaluation of Protein Feedstuffs by CA ARPAS Chapter By-Product Committee

d. Awarding of two $1000.00 California Chapter ARPAS Scholarships to animal and dairy science graduate students

e. Submission of a bill on licensing of nutritionists to the California Legislature by the California Feed and Grain Association as Assisted by the California ARPAS Chapter


g. X number of National ARPAS tests administered by California ARPAS Chapter members

4. Future Plans


b. Improvement of California ARPAS website and continued Recruitment of industry website sponsors with links to their websites and links to affiliated associations.

September 3, 2002

Officer Responsibilities

California American Registry of Professional Animal Scientists (CA ARPAS Chapter)

- Officers are elected yearly at the Continuing Education Conference (CEC) held in October
- All officers are members of the Governing Council
- Meetings – Annual, October (CEC) – Governing Council, February – Mid-Year, May (Business Meeting)

Past - President

- In March, coordinate ARPAS & Kutches application, receiving review and decision
- Head of nominating committee
President – Elect
• Assist President with organizing mid-year, May, business meeting held as breakfast on the morning before the California Animal Nutrition Conference
• Get a plaque for the President incoming in October

President
• Preside over annual CEC, governing council and mid-year business meeting
• Take lead on topics and speakers for CEC and mid-year meetings.
• Use February governing council to plan two other meetings
• Newsletter for CA ARPAS Chapter; 3 – 4 newsletters per year – November, March, June and October
• Direct initiatives for standing committees & Director’s at large
• Standing committees
  o Newsletter
  o Membership
  o Ethics
  o By products and unusual feedstuffs
  o Environmental

Secretary/Treasurer
• Take minutes at ARPAS meetings.
• Maintain chapter funds and ARPAS-Kutches scholarship funds.
• Pay chapter expenses and maintain cash flow.
• Keep track of CA ARPAS chapter members
• Make arrangements for October, February and May meetings.
• Organize registration for October and May meetings
• For October meeting – make, collect and summarize evaluation.
• Present evaluation summary at February meeting.

Director’s at Large (2)
• Represent ARPAS and CA ARPAS Chapter
• Attend February Governing Council Meeting
• Call all CA ARPAS Chapter members

Web Master
• Maintain web-site, send e-mails
• Solicit donations and companies linked to site

Fundraiser – President Assigned
• Chair fundraising for Chapter
The Chapter is 33 members strong and held regular monthly meetings starting in September of 2002 through May of 2003. The leadership was President, Dr. Bill Price (CVM, FDA), President Elect, Dr. Vern Pursel (ARS, USDA, retired), Secretary, Jo Ann van Kessel (ARS, USDA) and Treasurer, Dr. Scott Lough (ARS, USDA). The board members were Dr. John Doerr (U. Md., Dr. Richard Erdman (U. Md.), Dr. Gerald Poley (Consultant), Dr Lewis Smith (ARS, USDA), Dr. Tad Sonstegard (ARS, USDA) and Dr. Ed Young (U.Md., retired). Three Board meetings were held.

President Elect Vern Pursel was program chairman and arranged for monthly meeting speakers. The monthly meeting attracted about 25 participants at each. The Chapter’s Symposium and Banquet was held on May 8 and attracted around 60 participants. This year’s topic was ‘Animal Biotechnology’. Speakers included: Robert Wall of ARS, USDA on Methodology Used in Gene Transfer and Progress with Transgenic cloned Cattle; Michael Martin, Nextran, Inc. on ‘Cloning of Pigs for Organ Transplantation; Carol Keefer, U.Md. on ‘Production of Transgenic Goats by Nuclear Transfer’; Larisa Rudenko, CVM,FDA on ‘Assessing Potential Food Consumption Risks from Animal Clones; Louis Gambaro, ARS, USDA on ‘Searching for Genes that Control Resistance to Internal Parasites of Cattle’; and Vern Pursel ARS,USDA, retired on ‘Producing Lean Pork with Transgenes’. The banquet was again held in conjunction with Gamma Sigma Delta and also attracted about 60 people. The keynote speaker was Kellye Eversole speaking on ‘National Issues with Biotechnology’. This years Distinguished Service Award went to Barbara Glen, Executive Vice President of the Federation of Animal Science Societies. Academic Achievement awards went to U. Md. Students: Juniors: Tammy K. Han and Jennifer L. O’Keefe; and seniors: Jennifer A. Krueger and Laura A. Watson. New officers were installed: Dr. Vern Pursel, President, Dr. Max Paape, President-Elect, Dr. Jo Ann van Kessel, Secretary, Dr. Scott Lough, Treasurer, Dr. Curt van Tassel, Director, and Jeanette Brown (CVM,FDA), Director. In addition, Drs. Doerr, Erdman, Poley and Sonstegard will also be serving out their terms as directors.

Respectively Submitted

William D. Price, Ph.D., PAS, Diplomate ACAN.
The ARPAS-UEP audit program is operational and functioning well. It has brought in several new ARPAS members and has increased awareness of ARPAS in the poultry industry. In order to initiate the program it was necessary to develop an exam for certification of auditors, develop guidelines for the conduct of the audits along with reporting forms, recruit, train and certify auditors and then make poultry companies aware of our services.

**Auditor exam and training:** A new membership category of Animal Welfare Auditor-Poultry was established for ARPAS members who are certified to conduct the UEP audits. A new exam was developed for this membership category that is patterned after other ARPAS exams. It includes sections on Poultry Husbandry/Science, Animal Welfare and Auditing. The Poultry Husbandry/Science questions were drawn from layer related questions in the current ARPAS Poultry exam. Databases of questions were developed for the other two sections. New ARPAS members and ARPAS members certified for species other than poultry take the full exam. APRAS members who are PAS-Poultry are only required to take the Animal Welfare and Auditing sections. All potential auditors are required to participate in a training session that reviews the UEP Guidelines, the audit guidelines document, the reporting form and provides and opportunity to discuss the basic procedures to be followed in the conduct of the audit.

**Audit Guidelines and forms:** The Agricultural Marketing Service of USDA is also an authorized auditing firm for UEP. We worked with USDA staff in the development of audit guidelines, forms and procedures to assure, to the extent possible, that all audits would be conducted in a similar manner. Site visits were made to two layer operations during the development of the document to assure that the process being outlined was feasible. The result was a 17-page document that outlines the process to be used in the review of layer houses. This provided the basis for the training program. The reporting form that is used by ARPAS auditors is also similar to that used by USDA. We did develop both printed and spreadsheet versions of the form.

**Training and exams:** Training was conducted either through face to face meetings or via conference calls. Three training and two exam sessions were held at the International Poultry Exposition. One individual training and exam session was held after this. A total of nine individuals were trained at these sessions. Seven conference call training session were held where 15 individuals were trained. Auditor exams were administered to individuals who wished to take the exam by other ARPAS members who live in the same area. A total of 24 individuals received the training and 17 have taken and passed the APRAS exam, thus becoming certified. Certified auditors are currently located in 14 states covering the area from Oregon to Pennsylvania.
**Audits Conducted:** A total of 17 audits have been completed or scheduled, one of these with a large company with operations in several states that took three trips to complete. Eight auditors have conducted these audits. We have attempted to match audit requests with the auditor that is closest to the company to minimize travel expense. Audits have gone well, but it is disappointing that we have not been able to use all of the auditors who are certified. USDA is much better known to the companies that ARPAS, so there appears to have been a tendency for the companies to go with the group that they knew. We have attempted to rectify this, but it will take time.

**Other Actions/Materials:** UEP asked that neither ARPAS or the auditors contact the companies to solicit business, thus we were not able to advertise our services directly. In an effort to increase awareness by the companies of ARPAS, a letter was drafted that UEP sent to all of their companies to be sure that they were aware that ARPAS was available to conduct audits. In it a link was provided to the ARPAS web site where we included further information for the companies including a form to request an audit, Q and A about the audit process, information on the conduct and cost of the audits and short bio’s on several of the auditors. This helped, but still did not raise ARPAS visibility to the desired level among producers. Information was also included specifically for auditors on the web that included reporting forms, promotional material and some background information related to the audit program.

**Needed Actions:** Dick Frahm and I will be meeting with UEP and USDA prior to the ARPAS annual meeting to review the progress of the program to date and discuss any needed changes. Other needed items include:

- ARPAS Animal Welfare Auditors are required to receive 16 CEU’s during the year, just as other ARPAS members do. Appropriate offerings in this area appear to be more limited, so it would be desirable to identify or develop appropriate places for them to receive these CEU’s.
- Review/update of audit guidelines and follow-up training for certified auditors. This could be a CEU opportunity for auditors.
- Assure that current auditors are retained for the coming year.
- Recruit additional auditors, particularly in areas of the country not currently covered.
- Increase awareness of ARPAS among layer companies to increase demand for audit services in the coming year.

**Summary:** While not as many audits have been requested as would be desirable, the program is progressing well. It should be positioned to grow for the coming years. Lorraine Halderman is doing an excellent job of coordination of audit requests with appropriate auditors, submitting report requests to UEP, providing audit results to UEP and invoicing for services. Implementation of this program provides ARPAS with a sound basis for expanding into similar programs for other species.
Appendix Item 12
ARPAS Animal Care Certification Committee

ARPAS Animal Care Certification Committee
Annual Report
ARPAS Board of Directors
2003

The ARPAS Animal Care Certification Committee has been in a holding pattern since Fall 2002. We are awaiting the completion of the FASS level 1 species training modules to complete the species examination questions for swine, beef, dairy and horse. Ed Pajor received the swine level 1 training module earlier this year and is developing examination questions. Our deadlines for completing the first phase of this project have moved considerably as a result of the FASS project. Our progress to date:

1. Developed descriptions and criteria for certification at the basic and advanced level. The ARPAS Board was presented with the final draft in January 2003 and approved the both levels.

2. Questions were developed for Chapters 1-4 then reviewed, checked against the FASS Guide, and revised by the committee. Questions appropriate to the each level of certification were designated and placed into data files.

3. Questions have been developed from each of the species chapters of the FASS Guide. Committee members are responsible for developing questions from the corresponding training modules. The following committee members are responsible for species specific questions.

- Ken Anderson: Chapter 8 (Poultry) completed: training module questions (module not completed)
- Rick Grant: Chapter 6 (Dairy Cattle) completed: training module questions (module not completed)
- Ed Pajor: Chapter 10 (Swine) Completed: training module questions in progress
- **Julie Morrow: Chapter 5 (Beef cattle) completed: training module (module not completed)
- Carolyn Stull: Chapter 7 (Horse) completed: training module questions (module not completed)
- Judy Nielsen: develop health related questions for each species and assist with swine questions

**Deceased

Three FASS training modules are nearing completion: beef, dairy and horse. As those modules are completed the assigned ARPAS committee member will develop questions from the module. The questions will be reviewed/revised by the committee,
designated to the appropriate certification level then turned over to ARPAS staff for
database and exam instrument development.

The Chair respectfully requests continued support for this project and would like
permission to schedule a meeting of the committee members in early 2004. I anticipate
the completion of the FASS training modules and the corresponding examination
questions for swine, beef, dairy and horses. Summer 2004 is the target for the
administration of the first certification examinations at the basic level. I would also like
to request permission to appoint a replacement for Dr. Julie Morrow on the committee.
We lost Julie to juvenile diabetes on January 5th. She was a loyal and diligent worker on
behalf of this program and believed in this project. We enjoyed her company as
colleagues and friends and would like to formally recognize her tremendous contributions
to this committee. She will be missed. Dr. Frank Mitloehner from the University of
California, Davis replaced Julie on the FASS CACUS committee is in the process of
completing the beef training module.

Respectfully submitted by,

Janice C. Swanson, PhD, PAS

Appendix Item 13
ARPAS Committees for 2003-2004

ARPAS COMMITTEES
2003-2004

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<td>Jerry Baker, GA</td>
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<td>Dan Catherman, WI</td>
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<td>John Hibma, CT</td>
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| MEMBERSHIP  |      |
| Chair-Southern Director | Darrell Johnson, KY |
| Ted Montgomery, TX | 2004 |
| Twig Marston, KS | 2004 |
| Sherry Lewis, AK | 2005 |
| Steve Boren, CA | 2005 |
| TBA | 2006 |
| TBA | 2006 |
### PUBLICATIONS

**Chair-Northeast Director**  
William Seymour

- Gail Kuhlman, OH  
  - 2004
- D. Jay Jones, IN  
  - 2004
- Karin Bump, NY  
  - 2005
- Kristen Johnson, WA  
  - 2005
- TBA  
  - 2006
- TBA  
  - 2006

### PROFESSIONAL RELATIONS

**Chair- Western Director**  
Michel Etchebarne

- Vern Pearson, IA  
  - 2004
- Michael Yoder, NC  
  - 2004
- Dennis Lamm, CO  
  - 2005
- Sonda Sibole, CA  
  - 2005
- TBA  
  - 2006
- TBA  
  - 2006

### PROGRAM

**Chair-President Elect**  
Larry Chase, NY  
- 2004
- David Freeman, OK  
  - 2004
- Bob Woerman, SD  
  - 2005
- Bret Hess, WY  
  - 2005
- Dwight Roseler, OH  
  - 2006
- TBA  
  - 2006
### NOMINATING
Chair and Past President  
- Jim Males  2006  
- David Meisinger, IA  2005  
- Keith Lusby, AR  2004

### EXAMINING
Chair  
- Marit Arana, CA  

### EDITORIAL BOARD
Chair  
- Lowell Wilson, PSU  2005  

7/03