ARPAS Governing Council Meeting
Salt Lake Downtown Marriott at City Center, Salon A-B
Salt Lake City, Utah
Tuesday, July 19, 2016 from 8:30 am to 4:00 pm

Present:
Dwain Bunting Jim Tully
Dale Hill Bill Price
John Bernard Randy Walker
Steve Schmidt Moe Bakke
Wayne Kellogg Jack Garrett
Bill Sanchez Mark Wagner
Ryon Walker John Wagner
Bob Wettemann Marit Arana
Kenneth Cummings Jamie Ritter
Kelsey Grant Jeff DeFrain

I. Call to order, roll call, and introductions
   a. The meeting was called to order at 8:36 am
   b. Participants introduced themselves and told their roles in ARPAS.

II. Approval of Agenda and Announcements
    Motion: Randy Walker moved to approve the 2016 Governing Council Meeting agenda as presented. Moe Bakke seconded. The motion was approved.

III. Approval of Governing Council Minutes – 2016 Mid-Year
     Motion: Randy Walker moved to approve the 2016 Mid-Year minutes as presented. Dale Hill seconded. The motion was approved.

IV. President’s Report
    a. Bob highlighted the move to Elsevier and the dissolution of JAM.
    b. Bob reported that the bylaws have been updated.

V. Secretary’s Report
    a. Moe advised everyone that past minutes are posted to the website for review.

VI. Treasurer’s Report
    a. Dale reported that his written report was based on the April 30th financials, but the financials included in the oral report are the June 30th. Dale advised we are currently in good financial shape.
    b. Dale reviewed the ARPAS investment process with Morgan-Stanley. Our investments have been tracking very well and have been adjusted as needed.
       i. Kenneth added that current assets in the Foundation are at roughly $160,000 and ARPAS has enough reserve to operate for 1 year without income.
       ii. Wayne asked when payment to Elsevier was due. Will discuss with Emma on when invoices will be received. Kelsey advised that we have received 1 invoice which was sent back for revision and we have not received a revised invoice.
VII. Foundation Report

a. Bill advised that the purpose of the Foundation is primarily for education and certification. The bylaws state that the Foundation income is the only amount spent, which is roughly $6,500 each year.

b. The Foundations 501(c) 3 has been approved, which allows for tax deductible donations.

c. Bill advised that a few of the committee members are rotating off this year and recommended a follow-up conference call to define the committee and determine future activities.

d. Steve asked if we have changed the student exams covered by the Foundation. Kenneth advised that we have restricted exams paid for by the Foundation to only graduate students.

e. Randy asked if there is a plan for a down-market, with no income generated. Bill advised that the committee will discuss this type of scenario and a possible outcome may be dipping in to the principal to cover educational opportunities.

i. Randy asked if there is a level in which we would change our use of funds for educational purposes. This is a discussion point that the Foundation will review.

VIII. Business Office Report

a. Jamie reported that FASS continues to do well and has brought in a few new clients over the past year. They are looking in to marketing FASS to bring in new clients and asked that anyone that is part of other organizations who need assistance should talk to them about FASS.

b. Jamie advised that ARPAS has been added to the Science Policy Committee updates. The committee will be reaching out in the next few months to include individuals who would like to participate in the committee. Those interested should talk to Jamie.

IX. Executive Vice-President’s Report

a. Kenneth thanked everyone for their work with Elsevier and cultivating the relationship with them. Thanked Bob Wettemann and Mike Galyean for their review and updating of the bylaws.

b. The Nigerian delegation will not be present at this years’ Business Meeting due to change in leadership. Though there is hope that Godwin will join us.

c. Kenneth advised that we will discuss the NRCS MOU and the nutrient management program.

d. We will present the DPAS awards during JAM. Lee Shell will be presented his award during the Governing Council Meeting and Gerald Poley will be presented his award during the Business Meeting.

e. Kenneth advised the Governing Council that he will continue to serve as EVP for as long as the board would like him to.

i. Bob and the Governing Council thanked Kenneth for his service.

X. PAS Journal Editor’s Report

a. Wayne reported the August issue is completed and should be out in the next few weeks.

i. The August issue has 138 page and we need roughly 190 to meet our yearly minimum. We are in great shape to meet our contractual agreements.

b. Have accepted 15 manuscripts for the October issue.

c. Wayne advised the transition to Elsevier has gone well and gave a special thanks to Susan Pollock for all her work.

d. Wayne highlighted recent updates:

i. We have a new cover design, which is copyrighted by Elsevier.

ii. Website offers a new advantage with the ability to pull graphs into PowerPoint slides

iii. Usage statistics include 14,000 individual article downloads from the Elsevier website
iv. Elsevier is working on publishing ARPAS in indexing databases such as PubMed.

v. All articles, from the beginning of the journal, are posted on the website for viewing.

e. Wayne reviewed his supplemental report which included potential international members to invite to the Editorial Board. Which included, Geoffrey Cochrane, Mark Crowe, Pablo Gregorini, Daniel Lefebvre, and Adam Shreck. Wayne recommended Kayanush Aryana, Mauricio Elzo, and Lawson Spicer for a 3-year reappointment to the Editorial Board.

f. Wayne recommended the list of possible nominees and reappointments to the Editorial Board for approval. Moe Bakke moved to approve the continuation of Wayne Kellogg contacting the list of nominees and reappointments to fill the Editorial Board. Bill Price seconded. The motion was approved.

Emma Bruun joined the meeting at 9:33 am.

i. Emma highlighted the report submitted by Wayne.

j. There have been a few reprints and purchasing of back issues. A portion of commercial sales are given to ARPAS as royalties.

k. Emma advised there is potential to bring in special issues or to publish meeting proceedings.

l. Emma advised that having a international members on the Editorial Board will assist us when we apply for Thomson Reuters, as they look at the internationality of the board.

m. Bill asked if there is restricted use for commercial reprints. Emma advised the sales department sends specific rules to the customer when commercial reprints are ordered. Author reprints under 250 copies also have specific rules. Reprints do include ARPAS branding and copyright lines, so those restrictions are in place.

n. Moe asked if there are pitfalls for ARPAS in the future and how best to avoid those. Emma advised that Elsevier needs to work closely with Wayne to make sure we have the correct vision for ARPAS and the journal. Also, to ensure we are meeting the needs of the authors and working with the changes of the publishing industry.

o. Moe asked where PAS is in Elsevier. Emma advised that PAS fits well with Elsevier and is easily promotable. Generating our impact factor and bringing in the special issues will help to increase our visibility.

p. Moe asked how ARPAS should grow consumer outreach through Elsevier. Emma advised that Elsevier does have email advertising, as well as social media channels. If there are specific channels that ARPAS feels we should be targeting, please send to Emma so that they can target.

q. Bob asked if we are making progress with PubMed applications. Emma advised that Elsevier has a committee that assists with this and will work with them, and Wayne, before reapplying.

Motion: Wayne recommended the list of possible nominees and reappointments to the Editorial Board for approval. Moe Bakke moved to approve the continuation of Wayne Kellogg contacting the list of nominees and reappointments to fill the Editorial Board. Bill Price seconded. The motion was approved.
r. Jack stated 14000 downloads is an impressive number and asked what the restrictions on copyright are. Emma advised that anyone seeking permission to use the journal must apply for permission, which can be done through ScienceDirect. Elsevier also has a copyright department which deals with more complex queries. Emma advised that they will review which articles are being most downloaded and which are being most cited, but that 14,000 downloads is a good number for our journal.

s. Randy advised that the special issues may be an opportunity for ARPAS Chapters to publish and asked what kind of guidelines a special issue would require. Emma advised that typically special issues will feature a guest editor and that regular author procedures would apply.

X. Examining Committee Report

a. Steve reported that the examining board members are currently going through the process of reviewing the exam questions. All exams, except 4, have been received after review. The Swine and Dairy committees have added new questions. Steve has requested each committee to review the study guides as well.

b. Steve reviewed the current exams given, there have been a total of 80 exams given between January and early June. The pass rate is roughly 65%. Equine continues to be the lowest passing rate and Companion Animal continues to be large amongst students.

c. Electronic exams have slowed during the year, but this could be because the University of Illinois did not hold spring exams. Kelsey advised that electronic exams should continue to rise throughout the year. There are a few universities looking in to providing exams to students.

d. Discussion was had regarding shipping exams back to the office and following up on questions from past applicants.

i. Kelsey advised that we keep files for anyone who passes an exam, so we can find information on those. Failed written exams are only kept for 2 years. After that time, applicants must resubmit an application and exam fee to retake an exam.

e. Discussion was had regarding the study guides and how to better prepare students for exams.

1X. Historians Report

a. Bill reported that photos from last years’ meeting were posted and that updated history from 2014 to the present have been updated and will be added to the website.

b. Discussion was had regarding publishing the biographies of Distinguished PAS recipients.

1XI. ACAS Report

a. John reported that currently the biggest project for ACAS is creating and updating exams.

b. Four people have gained certification since last year’s meeting. This includes Ryan Reuters, Richard Sellers, Kevin Leahy, and Will Schultz. Will Schultz is receiving his second certification, the first being in ACAN and the second in ACAGB.

c. Nominees for President-Elect were Patrick French and Randy Walker. Randy was elected as President-Elect.

d. Jim Tully asked if new members are recognized either on the website or in the journal.

i. They have not been included in the journal or website. But, they will be included in the new website.

1XIV. Distinguished Professional Animal Scientist Award

a. Postponed until Dr. Shell arrives

b. Dr. Shell was presented the Distinguished Professional Animal Scientist Award by Kenneth Cummings and Bob Wettemann at 11:55 am.
Standing Committees

a. Ethics

i. Randy reported that there have been no issues since the Mid-Year meeting.

ii. Randy advised there are new committee members in place to fill opening positions.

iii. The committee will review the current ethics document for any possible any inclusion.

Motion: Randy Walker moved to approve the appointment of Chris Dei and Will Seymour to the Ethics Committee. Steve Schmidt seconded. The motion was approved.

iv. Bob presented that an issue was reported concerning an ARPAS member, that is at the university, concerning animal practices used in research. It was recommended that the unnamed informant contact the university Animal Care and Use Committee and ask them to review the complaint before the issue is sent to the Ethics Committee. A formal complaint has not been submitted to ARPAS as of this date.

b. Membership

i. Dwain reported that we are continuing to increase membership, but new ideas to bring in younger membership is needed. We have begun to use some social media. LinkedIn has been good, but may need to look at other social media outlets. If we know anyone who is well equipped in social media, that person may be a good member for the committee.

   a) Randy Walker suggest Amber Moffett.

ii. Discussion was had on how to better increase our social media presence.

   a) It may take someone being dedicated to posting social media.

iii. Discussion was had regarding how to reach out to the membership and to universities to recruit members of ARPAS.

   a) May also look at providing sponsorships or target those on campuses to help. It may come down to local chapters encouraging universities to assist.

iv. Discussion was had on working with animal science auditing groups that can assist us in sharing the value of ARPAS certification.

   a) There should be work at both the chapter level and national level. May add a subcommittee to the membership committee made up of chapter representatives. Jeff DeFrain will add a member from each chapter to be on the membership committee.

   b) There could be potential to bring in a graduate student committee or single person to the board to help bring in student members.

   c) Need to find a way to better validate the credentials of PAS to those in academia.

c. Publications – Newsletter

i. Kenneth advised that the newsletter solicits information from everyone and is important in communicating with our members.

ii. Bill Price asked if there is information that can be sent to new members on the Governing Council board. Kenneth advised that there is a handbook and the bylaws are the best outlets.

d. Professional Relations – Sponsors

i. Ryon advised that revising the sponsorship levels has been the biggest activity for the committee. There are four sponsor levels, but previously there was little difference between the levels. The committee has made new changes to those levels that will separate them, especially the platinum and gold levels.
We are currently below on sponsorship commitments, only 6% down from last year. Discussion was had regarding bringing in new sponsors. a) May be helpful to send sponsorship information to the membership and to solicit in the publications.

e. Program – ARPAS Symposium
i. Jeff advised that the symposium will take place in the Salt Palace Grand Ballroom C, tomorrow at 9:00 am. All speakers and topics are confirmed. One change to the program is that Dr. Barry Bradford will speak with Dr. T. G. Nagaraja.
ii. Discussion was had on sponsorship involvement for the symposium. There is some sponsorship to cover travel costs and some to cover proceedings.
   a) There are two confirmed papers out of the four. Jeff will talk with the presenters to try and commit all four.
   b) It is possible to sponsor up to the time of publication of the proceedings. So there is still time to reach out to more sponsors to cover the publication costs.
   c) Bill Price asked how much sponsorship is actually needed, advised it costs roughly $5,000 to publish all.

f. Nominating Committee
i. Jack reported that the nominees for President-Elect were John Bernard and David Casper. John Bernard was elected as President-Elect. Mark Wagner ran unopposed as the NE Director and was elected.

Lunch from 12 pm – 12:53 pm, Ted Friend joined

XVI. Reports from Affiliated Society Representatives
a. ADSA:
i. Not present, report included.
b. ASAS
i. No report included
c. ESS
i. No report included
d. PSA
i. No report included
e. AMSA
i. Not present, report included.

XVII. State/Regional Chapter Reports
a. California
i. Jim reported that the CA Chapter is looking to develop a Discover Conference on fiber requirements and may be looking at ARPAS or the Foundation for sponsorship. May invite a few of the larger nutrient laboratories to present.
b. Colo/Wyo/Neb
i. John Wagner report that Kelley Neuhold is the current Chapter President. They hold the High Plains Nutrition & Management Roundtable in August between the three states and will focus on the veterinary feed directive this year. They will also be showing a few of the research facilities.
c. Midwest

i. Randy reported that the election was just completed, so the leadership included in the report is current.

ii. Membership has grown to 168 members, 37 more members than last year. And free membership is offered to new ARPAS student members.

iii. Randy reviewed the activities of the Chapter during the year.

iv. Future activities include sponsoring a student poster competition at the MN Nutrition Conference. They will also be working on a personal development conference, focusing on young individuals coming to the industry. This will be held in 2017.

v. The Chapter has two standing committees to help build membership, including university relations and industry relations.

d. Northeast

i. Mark Wagner reported that the Chapter meet at the Penn State meeting, where they have a luncheon and symposium. Tom Nauman is current President and has done well reorganizing the Chapter. There are roughly 130 members in the Chapter.

e. Pacific Northwest

i. Bill Sanchez reported that the chapter is fizzled some in recent years and advised that Carl Hunt would like some input on whether the chapter should meet at the PNW Animal Nutrition Conference.

   a) The area is primarily dairy and beef.

   b) May look at a roundtable discussion in the fall to bring in more activity.

   c) Discussion was had regarding building the chapter back up

      (1) Key is to build up the chapter leadership with both dairy and beef individuals and begin working from there.

f. South Central

i. Ryon Walker reported that the chapter has been focusing on the graduate students at their conference and have developed a graduate student competition. The requirement was that the students must be an ARPAS member or take the exam, there were already 3 students who were members and 6 others took the exam. The Chapter will be holding their second competition this year.

ii. The Chapter also helps with a symposium at the ASAS-ADSA MW Section Meeting and they hope to include those papers in the PAS.

g. Southern Plains (presented at 10:50 am)

i. Dwain advised that the meeting in December was very well attended. It is primarily a beef and dairy meeting. May focus on graduate student attendance to help them see the industry and how ARPAS plays in to that.

John Wagner joined at 1:20 pm

h. Washington D.C.

i. Bill reviewed the recent activities of the chapter, including meetings and sponsored activities.

Motion: Randy Walker moved to accept the reports as included. Dale Hill seconded. The motion was approved.
PAACO Update

a. Ted reported that PAACO is now comprised of ARPAS, AAAP, AABP, AASV, ASAS, ADSA, and PSA, with 2 members from each society.

b. PAACO continues to create their own audits involving major livestock/domestic food producing systems.

c. Auditor training is in very high demand, which does cost quite a bit of startup, but should see a return on investment quickly.

d. Ted reviewed officers and financials and introduced Collette Kaster as the new Executive Director.

e. Jeff asked how many ARPAS members are involved in PAACO. Ted advised that there are few members involved, but that may be because poultry and swine are the larger audit training and dairy and beef are still developing.

i. Discussion was had on how best to increase ARPAS member participation in PAACO.

Standing Committee Assignments

a. Bob advised that Jeff should work with the committee chairs to confirm positions and fill vacant positions. These will then be approved at the mid-year meeting.

Old Business

a. ARPAS Bylaws – update

i. Bob reported that 94% of those voting, voted in favor of the bylaws changes meaning they have passed. These new bylaws will be posted to the website immediately.

b. ARPAS Video Production discussion

i. Marit advised that she and Moe have talked about this and have discussed with current students to try and gain interest.

ii. The hope is to have something prepared in the next 6-8 months.

iii. Dale asked for Marit’s opinion on social media. Marit advised it is important to bring in millennials by using social media.

a) Kelsey volunteered to run the social media accounts, with input from those on the Governing Council.

c. Website Redesign

i. Kelsey reviewed the new website and requested everyone to send her suggestions and comments.

ii. Kelsey advised that the website should be ready for a final review by the end of the year and should then go live in the start of 2017.

New Business

a. ARPAS Annual Meeting 2017 with ASAS (Baltimore) and 2018 with ADSA (Knoxville)

i. Bob advised that ARPAS must meet with another professional society due to the expense of hosting a separate meeting. Therefore, the Executive Committee has decided that in 2017 ARPAS will meet with ASAS in Baltimore and with ADSA in 2018 in Knoxville.

ii. Bob and Kenneth stressed the importance of being present at both meetings, so will send the booth and hold exams at both meetings. A symposium will also be held each year at the designated meeting location.

b. ARPAS Symposium for 2017
Bob advised the 2017 symposia will be handled by John Bernard, with support from Jeff DeFrain and himself.

c. Governing Council Mid-Year Meeting Date

i. Jeff advised that the tentative date and time of the Mid-Year meeting is January 23rd at 1 pm Central.

d. Dues collection for Chapters

i. Randy advised that members are not renewing their chapter membership, mainly as an oversight because they must “opt-in” for their chapter dues.

ii. Discussion was had regarding the process of having an area chapter or previous chapter membership being automatically added to online renewals.

iii. Discussion was had regarding chapter affiliations being added to the website directory.

Motion: Jack Garrett moved to include chapter affiliation to the website member directory. Randy Walker seconded. The motion was approved.

Motion: Randy Walker moved to automatically add chapter dues to online membership renewals, with an option to remove. Bill Sanchez seconded. The motion was approved.

e. Strategic Plan

i. Bob advised that ARPAS needs to develop a strategic plan to maintain the function of the Registry and will work with an appointed committee. The committee plans to send out a survey to members with specific questions that will assist with developing the strategic plan.

ii. A short meeting with the committee will be held Thursday after the ARPAS Business Meeting for a short discussion.

Marit joined at 2:50 pm

f. NRCS MOU

i. Kenneth advised NRCS is looking to renew the MOU with ARPAS and promises to include new changes to the MOU. The past MOU has not much benefited ARPAS members.

ii. Kenneth reported that we have not given a Feed Management exam in 2 years and members have not been very involved with NRCS.

iii. Joe Harrison recommended the continuation, as long as the process is not overly difficult.

iv. Downside of not continuing the MOU would result in those with a Feed Management certification not receiving credit with NRCS for their certification.

Motion: Dale Hill moved to renegotiate the NRCS MOU, and extend if the MOU is deemed acceptable. Jack Garrett seconded. The motion was approved.

XXII. Adjourn

Adjourned at 3:05 pm