

REPORT OF THE PROGRAM COMMITTEE

Chair: Dr. Richard D. Willer, Phoenix, AZ
Vice Chair: Dr. Bret D. Marsh, Indianapolis, IN

Dr. Bruce L. Akey, NY; Dr. J. Lee Alley, AL; Dr. Paul L. Anderson, MN; Dr. Joan M. Arnoldi, WI; Dr. Thomas Baldwin, UT; Dr. Corrie C. Brown, GA; Dr. Jones W. Bryan, SC; Dr. Thomas J. Burkgren, IA; Dr. David M. Castellan, CA; Dr. Robert A. Cook, NY; Dr. Joseph L. Corn, GA; Dr. Francois C. Elvinger, VA; Dr. James J. England, ID; Dr. Malcomb G. Fearneyhough, TX; Dr. John R. Fischer, GA; Mr. Bob Frost, CA; Dr. R. David Glauer, OH; Dr. Joe S. Gloyd, DE; Dr. Steven L. Halstead, MI; Dr. William L. Hartmann, MN; Dr. Sam D. Holland, SD; Dr. G. Reed Holyoak, OK; Dr. Scott E. LaPatra, ID; Mr. James W. Leafstedt, SD; Dr. Donald H. Lein, NY; Dr. Jim Logan, WY; Dr. Charles E. Massengill, MO; Dr. Gavin Meerdink, IL; Dr. Lee M. Myers, GA; Dr. James E. Pearson, IA; Dr. John A. Smith, GA; Dr. Peter J. Timoney, KY; Mr. Robert W. Tully, KS; Dr. Cindy B. Wolf, MN; Mr. John F. Wortman, Jr., NM.

The Committee met on Saturday, October 23, 2004. The Chair called the meeting to order at 6:00 pm. There were 27 members present, as well as six additional United States Animal Health Association (USAHA) members. The Chair welcomed everyone to the Committee discussions and thanked the Committee Chairs for their willingness to serve. He expressed the importance of the Committees to the overall success of USAHA. Each person introduced himself to the entire Committee, and it was noted that there were 15 new Chairs this year, as well as a new Committee on Scrapie, Chaired by Dr. Jim Logan.

The Chair reviewed last year's meeting and summarized the outcomes of last year's feedback. He established a Committee Chair update via email to keep the Chairs informed of current activities and Chair expectations. This was done in response to comments at last year's meeting regarding the need for improved communication with the Chairs throughout the year. Willer received very positive feedback on this communication initiative and the Committee encouraged the next year's Chair, Bret Marsh, to continue this effort. In an effort to further engage the Chairs, invitations were sent to each Committee Chair to attend the February 2004 USAHA Government Relations Committee meeting in Washington, DC. Eight Committee Chairs attended the meeting.

USAHA President Don Lein addressed the Committee and thanked everyone for their efforts on behalf of USAHA. He reviewed some of the issues that would be discussed in this year's Committee sessions.

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The Chair reported on changes that have taken place in the overall schedule for the Annual Meeting. The 2004 meeting has been shortened by a half day by eliminating the Wednesday morning USAHA Scientific Session. Papers that had previously been given during this session were submitted for presentation during one of the American Association of Veterinary Laboratory Diagnosticians (AAVLD) Scientific Sessions. This is the first time for the change and eight papers will be given in this new format. Willer discussed the difference between a paper given during the AAVLD Scientific Session, which requires an abstract be submitted in May, and a time specific paper that is given during a Committee session. Both types of paper presentations will result in the papers being printed in their entirety in the USAHA Proceedings.

The Chair reviewed several procedural matters with the Committee including the requirement for name badges to enter a Committee meeting, completing the Chair Survey Form as soon as possible following the Committee meeting, reviewing of the Committee membership list, using sign-up sheets in each meeting, determining how to add or remove members from the Committee, using the Operating Procedures Manual, applying the protocol for videotaping or recording a Committee session, using Robert's Rules of Order in Committee activities, and reviewing the mission statements for each respective Committee.

Immediate Past President Bob Frost spoke to the Committee regarding resolutions and recommendations. He encouraged everyone to use clarity when developing these documents and to make certain the documents are directed to a specific entity. He reviewed the protocol that requires a recommendation be included in the Committee report as opposed to a resolution that does not appear in the Committee report. Instead, a short reference can be made in the Committee report that the Committee approved a certain resolution. Resolutions are submitted to the Committee on Nominations and Resolutions for review and submission to the membership for approval. Recommendations and cover letters prepared by the Committee Chair are sent to the USAHA President for signature and forwarding on to the entity to whom the recommendation is directed.

USAHA Secretary Dr. J Lee Alley spoke to the Committee and encouraged the Chairs to have their reports turned in before leaving the Annual Meeting. Each Committee report requires approval by the Board of Directors. A handout was reviewed that provided style manual suggestions to make the reports as consistent as possible.

Vice Chair Bret Marsh spoke to the Committee regarding the sunseting of Committees. He reported on the continuing action by the Executive Committee to review the number of Committees in an attempt to keep the most topical issues addressed by USAHA. Over the last several years there have been notable deletions, additions and

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mergers of committees. Attendance counts will be conducted throughout the Annual Meeting to determine the level of interest in the committee topics.

Mr. Larry Mark encouraged the Chairs to see him following their Committee meeting to provide him with topics that may be of interest to the media.

The Chair then reviewed some of the current member services that are available. He reported on the News Alert Summaries and News Flashes that are produced each day and distributed to the Board of Directors and chairs. The original recipients distribute the information domestically and internationally. A newly redesigned website was recently launched and the Chairs were encouraged to review the site and provide feedback. In addition, a new membership brochure has been produced to provide a convenient information tool for distribution to prospective members.