

Intersociety Pathology Council

Chair, Mark E. Sobel, MD, PhD

Minutes of the Meeting of March 25, 2007

San Diego, CA

2007 IPC Meeting Attendees	
Member Society	Attendee
American Academy of Oral & Maxillofacial Path	Valerie Murrah, DMD, MS
American Association of Neuropathologists	Bette K. DeMasters, MD Tarik Tihan, MD
American Board of Oral and Maxillofacial Pathology	Valerie Murrah, DMD, MS
American Board of Pathology	Betsy D. Bennett, MD, PhD
American Registry of Pathology	William Gardner, Jr., MD
American Society for Clinical Pathology	John S. J. Brooks, MD, John R. Ball, MD, JD
American Society for Investigative Pathology	Mark E. Sobel, MD, PhD
American Society of Cytopathology	Daniel F. Kurtycz, MD
Arthur Purdy Stout Society of Surgical Pathology	Gene Siegal, MD, PhD Maria J. Merino, MD
Association of Directors of Anatomic & Surgical Pathology	Gene P. Siegal, MD, PhD
Association for Molecular Pathology	Mark E. Sobel, MD, PhD
Association for Pathology Informatics	Mark E. Sobel, MD, PhD
Association of Clinical Scientists	Dani S. Zander, MD
Association of Pathology Chairs	Ralph Green, MD, PhD
College of American Pathologists	Thomas M. Sodeman, MD Gene Herbek, MD Ms. Nicki Norris
Intersociety Council for Pathology Information	Mark E. Sobel, MD, PhD
Papanicolaou Society of Cytopathology	Andrea Abati, MD Stephen Raab, MD
Pulmonary Pathology Society	Philip Cagle, MD
Society for Pediatric Pathology	Deborah Perry, MD
US & Canadian Academy of Pathology	Henry Appelman, MD
Veterans Affairs Dept of Pathology and Laboratory Medical Services	Fred Rodriguez, MD
NOT PRESENT BUT SUBMITTED REPORT	
Academy of Clinical Laboratory Physicians & Scientists	Jeffrey A. Kant, MD, PhD
American Academy of Forensic Sciences	Lynda Biedrzycki, MD
National Association of Medical Examiners	Lynda Biedrzycki, MD
NOT REPRESENTED THIS YEAR	
American Osteopathic College of Pathologists	
Armed Forces Institute of Pathology	
Canadian Association of Pathologists	

Welcome and Introductions

Dr. Mark Sobel, Chair, convened the meeting at 8:15 a.m., welcomed the attendees and gave an overview of the agenda. The roster of the Council was circulated for the representatives to verify their contact information. The following new attendees were introduced:

Tarik Tihan, MD	American Association of Neuropathologists
John S. J. Brooks, MD	American Society for Clinical Pathology
Daniel F. Kurtycz, MD	American Society of Cytopathology
Maria J. Merino, MD	Arthur Purdy Stout Society of Surgical Pathologists
Dani Zander, MD	Association of Clinical Scientists
Ralph Green, MD, PhD	Association of Pathology Chairs
Gene Herbeck, MD	College of American Pathologists
Stephen Raab, MD	Papanicolaou Society of Cytopathology
Deborah Perry, MD	Society for Pediatric Pathology

Approval of the Minutes

The Council approved the minutes of the meeting of February 12, 2006, as submitted.

Administrative Report

On behalf of ICPI, Dr. Sobel presented the Administrative Report and the Council reviewed handouts summarizing the IPC website www.interpathcouncil.org. Dr. Sobel reminded the Council that the website includes a calendar of events and that representatives should contact him if there are any changes or additions to planned meetings so the website calendar can be updated.

Revised Operating Procedures

The Council unanimously accepted two proposed revisions to the Operating Procedures (see attached). The fiscal year was changed to the calendar year. The rotation of officers was changed to odd-numbered years.

Financial Report, Budget and Dues

The IPC Fund Balance is \$19,652.66. The Intersociety Council for Pathology Information (ICPI) has agreed to cover all administrative costs for the IPC in 2006 and 2007, as they did in 2005. The Council approved a budget of \$10,000 (see attached). In addition to support from ICPI, USCAP donates the meeting room and catering for the annual meeting of the IPC. The Council voted unanimously to waive 2007 member dues for the fourth year in a row.

Reports from Member Societies' Representatives

Representatives of each society took the opportunity to update the Council on their societies' activities. Submitted reports from each society are posted on the IPC website at www.interpathcouncil.org. The Council discussed at some length the following reports:

- American Registry of Pathology: There was a discussion about the future of AFIP. It was noted that AFIP laboratory services for immunohistochemistry and stains on behalf of the Veterans' hospitals amount to \$6.7 million a year. The IPC representatives present approved the following statement:
The Intersociety Pathology Council, at its meeting on Sunday, March 25, 2007 in San Diego, California, announced its enthusiastic support for efforts to continue to provide essential educational, diagnostic laboratory services, and consultative services that are currently provided by the Armed Forces Institute of Pathology.
- American Board of Pathology: Some concern was expressed concerning the portfolios of diplomates and whether the information would be discoverable. Dr. Bennett pointed out that a detailed policy has not yet been established. In addition, there was a clarification

concerning maintenance of competency and recertification. It will be possible for diplomates who have a subspecialty certification to be recertified only in that subspecialty without AP and/or CP recertification; however in that case the scope of practice would be limited to only that subspecialty.

Adjournment

There being no other business, the meeting was adjourned at 11:25 am.

Next meeting:

The next IPC meeting will be on the Sunday morning of the USCAP Annual Meeting in 2008 in Denver on March 2.

INTERSOCIETY PATHOLOGY COUNCIL

BYLAWS

Approved February 27, 2005

Article 1. Definition and Purposes

Section 1. Definition

The Intersociety Pathology Council (IPC) is a not-for-profit, unincorporated organization consisting of pathology societies in North America.

Section 2. Purposes

The IPC serves as a:

1. forum for the discussion of matters of interest and concern to organized pathology in North America
2. clearinghouse for scheduling of national meetings
3. means of facilitating communications among pathology organizations.

Article 2. Amendments

Bylaws may be amended at the annual meeting or any special meeting of the IPC by the affirmative vote of a simple majority of those IPC representatives present and voting either in person or by electronic means, provided that the notice of the meeting shall contain a notice of intention to amend the Bylaws.

OPERATING PROCEDURES

Approved February 27, 2005- Revised February 12, 2006, March 25, 2007

Article 1. Membership

Section 1. Classes of membership:

1. Constituent members are societies that have a voluntary membership of at least 100 individual members.
2. Ex officio members are societies or organizations not comprised of individual members.

Section 2. Membership. All organizations listed were members as of March 2003 unless otherwise designated.

Constituent members:

- Academy of Clinical Laboratory Physicians and Scientists
- American Academy of Forensic Sciences (Pathology-Biology Section)
- American Academy of Oral and Maxillofacial Pathology

- American Association of Neuropathologists
- American Osteopathic College of Pathologists
- American Society for Investigative Pathology
- American Society for Clinical Pathology
- American Society of Cytopathology
- Arthur Purdy Stout Society of Surgical Pathologists
- Association of Clinical Scientists
- Association of Directors of Anatomic and Surgical Pathology
- Association for Molecular Pathology
- Association of Pathology Chairs
- Association for Pathology Informatics
- Canadian Association of Pathologists
- College of American Pathologists
- Society for Pediatric Pathology
- National Association of Medical Examiners
- Papanicolaou Society of Cytopathology
- Pulmonary Pathology Society
- United States and Canadian Academy of Pathology

Ex officio members:

- American Board of Oral and Maxillofacial Pathology
- American Board of Pathology
- American Registry of Pathology
- Armed Forces Institute of Pathology
- Intersociety Council for Pathology Information
- Veterans Affairs Pathology and Laboratory Medical Service

Section 3: Election to Membership

Organizations meeting the eligibility requirements for constituent or ex officio membership may apply to the Chair or the Secretary-Treasurer for admission to the IPC. Admission shall be approved by a majority of the representatives present at the annual meeting or at a special meeting.

Section 4: Representation

Each member of IPC shall have one representative. Representatives are chosen in any manner the member organization chooses. Representatives serve at the discretion of the member organization, with no specific terms of office or limitations.

Article 2. Finances

Section 1: Fiscal year

The fiscal year shall be January to December, effective 2007.

Section 2: Dues

The annual dues for constituent members shall be determined by a majority vote of the representatives present at the annual meeting and shall be due on the first day of July. Ex officio members will be excused from annual dues.

To be in good standing, a member organization must not be in arrears for payment of dues.

Article 3. Governance

Section 1: Executive Committee

The Executive Committee shall consist of a Chair, Vice-Chair, and Secretary-Treasurer.

Section 2: Duties and Responsibilities of Executive Committee

The Chair shall preside at all meetings of the Council and shall make appointments to such committees as are established by the IPC to meet its purposes. The Chair is the official spokesperson for the IPC.

The Vice-Chair shall perform duties as assigned by the Chair, and in the absence of the Chair, shall preside over meetings of the Council.

The Secretary-Treasurer shall oversee the funds of the IPC, prepare an annual budget, and provide a financial report to the IPC at its annual meeting.

The Executive Committee shall be empowered to act on behalf of the IPC, but only until the IPC convenes in a regular or special meeting. All actions and decisions of the Executive Committee shall be subject to review by the IPC.

Section 3: Terms of office for Executive Committee

The term of office shall be two years, starting July 1. Representatives are eligible for election for no more than two consecutive terms in a particular position except as described in Section 5.

Section 4: Eligibility, Nomination, and Election

Any representative currently serving on the IPC whose member organization is in good standing is eligible to serve on the Executive Committee except as specified in Section 3.

The Chair shall appoint a Nominating Committee of at least three and no more than five representatives of the IPC in odd-numbered years. The Nominating Committee shall submit nominations for each position of the Executive Committee to the Secretariat and shall promote rotation of membership of the Executive Committee among the member

organizations by nominating at least 1 representative for each position from a member society of the IPC whose representative is not currently holding that specific position on the Executive Committee. If a representative of a member organization has held two consecutive terms in a specific position on the Executive Committee, no representative from that member organization may be nominated for that position in the next election. Members of the Nominating Committee are eligible for nomination to a position on the Executive Committee.

The Secretariat shall send ballots by either regular mail or electronic mail to representatives of the IPC no later than June 1 of odd-numbered years. Ballots must be received within fifteen days of their distribution.. The nominee who obtains the highest number of votes for each position shall be selected. The IPC will be informed of the election results by June 30.

Section 5: Vacancies

If the Chair is unable to complete the term of office, the Vice-Chair shall serve as Chair and complete the term of office.

If the Secretary-Treasurer is unable to complete the term of office, the Chair shall appoint a Secretary-Treasurer from among the representatives to the IPC to complete the term,.

If the Vice-Chair is unable to complete the term of office, the Chair shall appoint a Vice-Chair from among the representatives to the IPC to complete the term.

Completion of a term of office to fill an unexpected vacancy on the Executive Committee shall not be counted as an exclusion of eligibility due to term limits as described in Section 3.

Section 6: Quorum and Voting

A quorum shall consist of a majority of the representatives of the IPC.

Each constituent member organization represented on the IPC shall have one vote if it is in good standing (see Article 2, Section 2).

Section 7: Parliamentary Procedure

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the IPC in all cases in which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the IPC may adopt.

Article 4: Secretariat

The Secretariat of the IPC shall be selected by the representatives of the IPC by a majority vote. As of July 2005, the staff of the Intersociety Council for Pathology

Information shall serve as the Secretariat of the IPC, providing support for handling meetings, communications, elections, and the IPC website. The Secretariat may be moved to the office of any other member society of the IPC upon a majority vote of the IPC. The IPC shall reimburse the hosting society of the Secretariat for any direct costs unless that requirement is waived by the hosting society.

The Secretariat shall be responsible for:

1. Maintaining a roster of the members of the Executive Committee and representatives and alternates of each member society.
2. Maintaining a roster of the President, Secretary/Treasurer, and chief of staff of each of the member organizations.
3. Maintaining a calendar of major meetings of the member organizations of the IPC.
4. Maintaining a website available to the public with the aforementioned rosters and calendar.

Article 5: Meetings

The IPC shall meet at least once annually in-person. The annual meeting of the IPC shall be held in conjunction with the annual meeting of the United States and Canadian Academy of Pathology.

Special meetings of the IPC may be called by the Executive Committee and may be either in-person or by conference calls, electronic mail, or webcasts.

Formal notices of meetings shall be sent out by the IPC Secretariat either by regular mail or electronically.

Article 6: Committees

The IPC may establish committees to carry out its purposes. Committees may be established by a majority vote of those IPC representatives present or participating at a special or annual meeting.

The Nominating Committee is described in Article 3, Section 4.

Article 7: Amendments to Operating Procedures

The Operating Procedures may be amended at the annual meeting or any special meeting of the IPC by the affirmative vote of a majority of IPC representatives present and voting, provided that the notice of the meeting shall contain a notice of intention to amend the Procedures, and that proposed amendments are made available to all IPC representatives at least one week in advance of the meeting.