
TOAAPS-UK MEMORANDUM

TO: AAPS-UK Executive Committee
FROM: Christina M. Charriez, AAPS-UK Secretary
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SUBJECT: Minutes: Meeting of the Executive Committee on 11/5/01
DATE: 12/3/01

A meeting of the Executive Committee was held on 11/5/01 at 3 pm.

Members of the Executive Committee present:

Josh Ayers, Chair
Bethel Sharma, Vice-Chair
Josh Ring, Treasurer
Chandra Patel, Historian
Christina Charriez, Secretary
Advisor: Dr. Anderson

Post Graduate Conference:

- The proposal seeking funds from the national AAPS was sent and no information on approval has been received.
- January will be the deadline for on-line registration. The historian will find out information on establishing a Visa/Mastercard secure link and associated charges.
- We have received the interest of two speakers for keynote presentations with the help of Dr. Digenis. A tentative budget including travel and an honorarium of \$1000 for each speaker is proposed.
- We may gain help from Caroline Barrow for funding of the event. Potential sources of funding could include industrial sponsorship, perhaps through employed alumni.
- AAPS-UK would like to kick off the new endowed professor at the ceremony for Dr. Digenis. During the event, we will inform the audience that a letter requesting help with funding for this professorship will be sent out in about two weeks.
- We will be composing a form letter for faculty to send out to alumni to request their attendance. Dr. Digenis will send out a personalized letter for his own former students.
- It may be necessary to increase the number of hotel rooms reserved to 30. This is the maximum quantity we can reserve. At the AAPS annual meeting, 5-7 alumni confirmed definite plans to attend. The Chair hopes that we can attract approximately 40 alumni.

T-shirts:

There have been no further submissions. AAPS-UK would like to ask for the help of students, friends, faculty and family in the design of a Pharmaceutical Science T-shirt that would represent our division and appeal to students, faculty, and alumni alike.

Upcoming Events:

Elections will be held this month. A call for nominees will be made after an email will be sent out to inform students about the elections.

Activities To Be Completed:

- The Chair will send out an email on 11/6/01 to inform student body about upcoming elections. On 11/9, a call for nominations will go out by email. The Chair will contact all of those nominated to verify participation. On 11/16/01, an electronic ballot will go out and voting will continue until Tuesday, 11/20/01.
- Future tasks:
 - Compose an outreach letter in 1-2 months targeting department heads to interest them in attending the conference.
 - Consider a meeting with Dean Roberts, Dr. Anderson, Caroline Barrow, our Chair and Vice-Chair to discuss the conference and funding.