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**AAPS-UK MEMORANDUM**

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**TO:** AAPS-UK EXECUTIVE COMMITTEE  
**FROM:** KORIE G. SELL, AAPS-UK SECRETARY  
PHONE: 257-2588  
E-MAIL: KGSELL2@EMAIL.UKY.EDU  
**SUBJECT:** MINUTES FROM THE EXECUTIVE COMMITTEE MEETING ON 9/10/04  
**DATE:** 9/10/2004

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A meeting of the executive committee was held on 9/10/04 at 3:00 p.m.

**Members of the Executive Committee present:**

Jigna Patel, 2004 Chair  
Joanna Koziara, 2003 Chair  
Joseph Medendorp, 2004 Vice Chair  
Korie Sell, Secretary  
Maggie Abbassi, Historian  
Clare Aubrey, Treasurer  
Chandra Patel, GPC representative  
Dr. Brad Anderson, Advisor

**Updates:**

- Discussed appointing a new GPC representative
  - Jigna will send out an email asking for suggestions or nominations (candidates need to be post-qualifying exams)
  - AAPS committee members will vote on nominations via email to Jigna
- Fall seminar series
  - Discussed possible options for fall semester (grant writing, paper writing or reviewing)
  - Also mentioned the possibility of only have one seminar this semester (December) and a few in the spring
- Election of new officers
  - Will be held the first week in October
  - Need to send out emails to find out people who would be interested in running for an office
- Jigna informed us that we need to turn in our membership renewal documents and that Clare needs to prepare a financial report from the past year
- Post-graduate conference
  - April 22, 2005 has been set as the date
  - The following have been reserved: the Marriott, Young Library, King Alumni House, and Spindletop
  - Aska mentioned the possibility of having a key note speaker from Bristol-Meyer Squibb

**Activities to be completed:**

- Need to come up with a budget for the Post Graduate Conference, preferably by the end of September
- Also need to work on the promotional materials for the conference
- Look into activities for family members (Horse Park, Children's Museum, baseball game, etc.) as well as possibly providing transportation to these places
- Talk to Dr. McNamara about the award and decide on a name for it
- Committee will meet again on Sept. 24 at 1:00

