



Analysis and Pharmaceutical Quality Section	
Leadership Monthly Conference Call	
Wednesday 08-August-2007, 3:00 to 4:30 p.m. Eastern Moderator (DeStefano):	

Attendees: Kristen Price, Tony Destefano, Vivian Gray, Craig Lunte, Maureen Downs, Saji Thomas, Peter King, Raja Velagapudi, Ken Norris, Peter Bryan, Dilip Choudhury, Ron Sawchuk, Kim Huynh, Todd Cecil, Alekha Dash

3:00 to 3:45 p.m.: General Session – Section Officers, Committee Chairs, Focus Group Chairs

1. Roll call.
2. Reports from other committees and focus groups. Highlight upcoming deadlines, guidance from APQ-EC needed, AAPS support services needed, recent activities, alignment with AAPS and APQ Goals.
 - a. Reports from Focus Groups – Stability (Saji) – Two speakers coming from India/Indonesia – partial travel funding from AstraZeneca. Issue: FDA cannot attend meetings sponsored by industry. This should not be an issue since AZ is not co-sponsoring the workshop. Kim requested that other FG Chairs promote the Stability Workshop to their groups. Submitted 11 programming topics for 2008 AM. CRO (Peter K.): Incurred sample reanalysis workshop – programming to come out soon. Nutraceuticals (Raja) – Tuesday morning session at AM on nutraceuticals being worked on; all items set. Topics (~5) for 2008 AM being developed and will be presented at Jamboree. Raja to provide Craig with list of programming ideas (titles only) prior to the Jamboree. Dissolution (Viv) – workshop proposals being generated, and is on target
 - b. Reports from Program Committees –
 - i. PCC (Viv) – no updates; next meeting in September
 - ii. Abstract Screening (Ken): 304 APQ posters at AM
 1. Response to Call for Paper Codes corrections – July AMPC Meeting: current feeling is to set sections deal with this issue since there is a lot of overlap between poster sessions; get abstracts to reviewers quickly so that posters submitted to the wrong code can be moved to the correct section for review; topic to be discussed at Jamboree
 2. Blue Ribbon Poster Selection Team – to be held on Thursday to recognize excellence in posters (top 10% from each area). Ken is looking for volunteers to judge the posters.
 - c. Reports from Non-programming Committees –
 - i. Awards – Recognition for volunteers (Aleka) – 4 graduate students selected for Symposium; Outstanding Manuscript has been selected
 - ii. MSOC (Peter) – reviewed primary vs. secondary section communication plan; future incentives – MSOC wants to be involved in Focus Groups and Distance Learning; will begin working on Satisfaction Survey; forward any suggestions to Peter
 - iii. Fellows – two new Fellows from APQ have been nominated (Moheb Nasr at FDA and Steve Baertschi from Lilly)
3. Student Initiatives Update
 - a. Student part of website
 - b. Finding a replacement for Kristin

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- c. Funding speakers for Visiting Scientist Program – Develop list of speakers and topics: Get in touch with Stacy’s group to handle getting APQ funding for hotel and travel in place and advertising the program. Speakers should be asked to try and promote APQ Graduate Symposium at AM. Stipulate that Pharmacy schools invite Chemistry students and visa versa.
- 4. Follow-up on committees
 - a. Open Forums – update (Saji): speakers and sponsors all set for both Open Forums; FDA speakers will be at both; no outstanding issues
 - b. Distance Learning – update (Dilip): exploring topics or types of programming that are successful for Distance Learning; draft document outlining strengths, weaknesses of programming has been prepared; List of members interested in this committee – work to organize suggestions for programming that would be of interest to the membership
- 5. 2007 Annual Meeting Programming Update – Vivian
 - a. Programming Update – no issues outstanding
 - i. Hot Topic Selections (Craig) – 3 Hot Topics selected
 - b. 2007 Annual Meeting Allocation – if expenses are expected to go over allocation (\$1000), additional expenses can be covered by APQ; this should be done on a case by case basis
- 6. 2008 NBC Programming Update – Current status (Tony)
August 9 NBC PC meeting – Rohan to attend (for Steve); 5 APQ programming and 5 others (co-sponsored by APQ) selected
- 7. 2008 Annual Meeting Programming Update (Craig)

Discussion: Lots of topics have been submitted; conference call scheduled for tomorrow to identify common themes, etc. Submission site expected to open in August – will likely be discussed during Jamboree.

Action Items: Craig will send Tony and Dannette a list of topics prior to the Jamboree.

3:45 to 4:30 p.m.: APQ-EC – Section Officers, Staff and EC Liaison

- 8. Further thoughts on APQ action steps. How do we improve website hits? How do we get our membership engaged?
 - a. Leadership Column
 - b. Inducements to get people to come to the website or suggest additions or improvements? – News items for Kim.
- 9. 2007 President Fiese’s goals and 2007 APQ goals – Current Progress
 - a. Updating Survivor’s Guides
 - i. Fellows Committee - Sue

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- ii. Publication Committee – Craig/Viv – Section and AAPS
- iii. APQ Nominations Committee – Todd – covered in Past Chair Survivor’s Guide
- iv. Membership Strategic Oversight Committee – Peter
- b. Partnering with sister organizations – Updates
 - i. SQA – Potential workshop on Analytical Instrument Qualification (Tony)

10. AOB

- a. AAPS and APQ Committee Assignments Update (Vivian by Aug 20) – Viv has gotten responses from many committee chairs; Need list of 2008 Committees for AM (use 2007 list as template and update for 2008).
- b. Paper in AAPSJ on AM programming
- c. New Student Representative – suggest students from Sue Lunte and Tom Karnes; name due by August 20.
- d. All set for the August Jamboree – Dannette and Tony to be attending
- e. Prep for Annual Meeting Membership and Leadership Meetings – Ask Committee and FG Chairs for lists of accomplishments for 2007. Need by late October.

Next Meeting is **Wednesday 12-September-2007**. All meetings are at **3:00 pm eastern** with contact information as per the above header.

Future Meetings:

October 10, 2007

November 14, 2007 – reschedule if needed – Nov. 14 is during Annual Meeting

December 12, 2007