



American Association of Small Ruminant Practitioners Policy Manual

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Section 1- Policy Manual

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Duties of the President

1. Presides at and conducts meetings of AASRP
2. Is a member of the Board of Directors and presides as Chairperson.
3. Is the official spokesperson for AASRP
4. Develops and maintains a working relationship with the Company that does our Management, hereafter referred to as Management, to enhance communication and continuity.
5. Receives nominations for all awards given out by AASRP and makes recommendations to the Board.
6. Nominates non-elected officers of the Board, Chairpersons of Committees, AVMA delegate and AVMA alternate delegate.
7. Coordinates and supervises activities of the Association.
8. Attends the annual AVMA Veterinary Leadership Conference.
9. Is active in giving direction to Management and the Board.
10. Is responsible for the financial status of the Association. These duties may be delegated.

Term of Office is two years.

Duties of the President Elect

1. Presides over and conducts meetings of the Association in the absence of the President.
2. Is a member of the Board of Directors and presides as Chairperson in the absence of the President.
3. Serves as Chairperson of Continuing Education committee.
4. Assumes the presidency at the termination of the President's term of office.
5. Attends the annual AVMA Veterinary Leadership Conference.

Term of Office is two years.

Duties of the Immediate Past President

1. Serves the association as the President directs.
2. Serves on the Board of Directors as a voting member.
3. Imparts wisdom

Term of Office is two years.

Duties of the Secretary

The Secretary is nominated from the Board of Directors by the President and approved by the Board.

1. Keeps accurate minutes of all meetings of the Board.
2. Submits minutes for appropriate publication.

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3. Provides a relaxed, comfortable environment for board meetings.
4. In conjunction with the President, provides agendas for Board meetings and membership meetings. Provides stimulus to keep the Board from straying from the agenda.
5. Shall be the Custodian of the corporate Constitution, By-Laws, Policy manual and Minute Books.
6. Signs and executes all corporate documents and instruments whereupon his or her signature may be lawfully required.
7. Submits all documents required by law to be filed by non-profit corporations.
8. These duties may be delegated to Management.

Term of Office is two years.

Duties of the Treasurer

The treasurer is nominated from the Board of Directors by the President and approved by the Board.

1. Prepares the annual budget.
2. Prepares financial statements for board meetings on a monthly basis.
3. Provides yearly review of financial status of the Association.
4. Provides information for annual audit of financial records.
5. Reviews and ensures prompt and accurate payment of bills.
6. Makes recommendations for use of excess funds.
7. These duties may be delegated to Management.

Term of Office is two years.

Duties of the AVMA Delegate/Alternate Delegate

1. Nominated by the President and approved by the Board.
2. Carries the concerns and proposals of the Association to the AVMA House of Delegates.
3. Reports to Board on the activities of the AVMA House of Delegates.
4. Develops and maintains active relationship with the AVMA Executive Board liaison.
5. Searches for qualified AASRP members to serve on AVMA councils or committees.
6. AVMA delegate serves as a voting member of the AASRP Board of Directors.
7. Actively participates in AVMA allied group caucus.
8. Attends AVMA Leadership Conference.

Term of Office is four years and is renewable.

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Regional Board Members

The Board:

1. Upholds and is guided by the Constitution and By-Laws of the AASRP.
2. Studies the By-Laws, policy manual and other documents of the Association to become well informed and prepared to address issues.
3. Keeps the membership informed about Board activities and progress of issues before the Board.
4. Strives to build a strong organization which reflects current and future needs of the members and the profession.
5. Evaluates and approves programs and activities of the Association.
6. Accepts and reports assignments as given by the President.
7. Annually evaluates the management of AASRP.
8. Monitors the financial status of AASRP and makes appropriate recommendations.
9. Is accountable for creating member value.
10. Administers the nomination and election process of the Association.
11. Attends scheduled Board meetings and, as needed, contributes to appointed committees.
12. Represents the AASRP at Board approved functions.
13. Strives to represent the organization in the highest professional and ethical manner.

Term of office is two years, elected by members of their Region and may be renewed one time. After one year absence from the Board, may be elected to another term. Regional Board members take their seat on the Board at the end of the June Board meeting in the year elected and complete their term at the end of the June Board meeting twenty-four months later.

Board Meetings

1. The Board shall meet monthly face to face or by other available means.
2. The annual meeting is held during the AVMA Convention.
3. Should staff need the Board to take action on an urgent matter between scheduled monthly meetings, and the President determines the convening of the Board in a special meeting as called for in the By-Laws is not possible in a timely manner, the President may then agree to discuss the issue with the Board electronically. Any action that is being proposed via email transmissions or the like must have the approval to do so of each Board member, and then the action must be followed up as official business at the next monthly meeting of the Board and recorded as such in the minutes.
4. The Board shall follow a prepared agenda which will be reviewed in advance by all Board members to facilitate discussion of agenda items in a direct and succinct manner.
5. All items on the agenda should be clearly identified as either an action item or an information item. All action items should be documented fully and should contain specific recommendations for action.

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6. Actions by the Board should be decisive, whether the action concerns rejection of a recommended policy, modification of a policy, request for additional data or referral of complicated agenda items to a committee for research and recommendations to the Board.
7. The agenda must be strictly adhered to. Except in emergency situations, no issue should be considered by the Board unless it has been placed on the meeting agenda beforehand. New items that are considered important may be introduced for discussion under "New Business" at the end of the agenda.

Annual Membership Meeting

1. The Board of Directors will establish the place, date, time, and duration of the meeting.
2. The order of business at the meeting shall be:
 - a. Call to order
 - b. Roll call
 - c. Reading of the minutes of the last meeting
 - d. Recognize Guests
 - e. Reports
 - i. Invited Guests
 - ii. Committee chairs
 - iii. AVMA Executive Board Liaison
 - iv. AVMA delegate
 - v. AVMA Committee members
 - vi. Board members with assignments
 - vii. Management
 1. membership
 2. financial
 3. other items
 - f. Agenda items from membership
 - g. Election results
 - h. Installation of President and President Elect
 - i. Awards and Recognitions
 - j. Adjournment

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Membership and Dues

1. Membership Regions-revised July 2010
 - Region 1
Ohio, Pennsylvania, New York, Vermont, New Hampshire, Maine, Massachusetts, Delaware, Maryland, New Jersey, Rhode Island, Connecticut, Quebec, Newfoundland, Labrador, Nova Scotia, Prince Edward Island and New Brunswick
 - Region 2
Mississippi, Alabama, Georgia, Florida, South Carolina, North Carolina, Tennessee, Kentucky, West Virginia, Virginia, Indiana, Michigan and Ontario
 - Region 3
North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, Minnesota, Iowa, Missouri, Arkansas, Louisiana, Illinois, Wisconsin, Saskatchewan, Manitoba and Nunavut Territory
 - Region 4
Washington, Oregon, California, Hawaii, Alaska, Montana, Wyoming, Utah, Arizona, Colorado, New Mexico, Idaho, Nevada, British Columbia, Alberta, Yukon Territory and Northwest Territory
2. Memberships accepted and dues paid after August 1 will expire on December 31st of the next year (Including student dues)
3. Members not renewing membership by failing to pay required dues will be dropped from membership on June 1.
4. Membership renewal notices will be sent on October 1st of the current year. A second notice will be sent on May 1st of the next year for those not renewed.
5. Email renewal notices will be sent on November 15th, January 15th, February 15th and May 15th for those not renewed.
6. Membership dues effective December 2011

	US & Canada	Foreign	
Active members	\$105.00	\$130.00	
1 st year graduates US and Canada	\$52.50		Foreign \$65.00
Affiliates	\$105.00	\$130.00	
Associates	\$105.00	\$130.00	
Students	\$ 15.00	\$ 20.00	
Retired	\$ 52.50	\$ 65.00	
Honorary Life	\$0	\$0	

7. Dues are set by the Board of Directors
8. All members of the Board must vote on any dues increases.
9. Changes in dues will be announced at the annual meeting of AASRP, published in Wool and Wattles, the membership directory and on the website.
10. Honorary life Members
 - a. AASRP Member in good standing
 - b. 40 years continuous AASRP membership
 - c. Candidates are recommended to the Board for approval
 - d. Management will track and notify board when a member achieves 40 years of continual membership
 - e. Recipients names are placed in the historical section of the policy manual
 - f. Each recipient will receive a framed certificate

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George McConnell Award Guidelines

George McConnell was an enthusiastic supporter of the Intermountain Veterinary Meeting (now Western Veterinary Conference) and of the American Association of Sheep and Goat Practitioners (now AASRP). He was vice-president of the H.C. Burns Company (now Burns Veterinary Supply). Under his leadership, our fledgling association took root and grew to what we have today. This award embraces his foresight, work, support and his fun loving enthusiastic desire for education of small ruminant veterinarians.

The purpose of this award is to recognize the American Association of Small Ruminant Practitioner who exemplifies the ideals and dedication of George McConnell and who has given extraordinary service to both the association and the practice of small ruminant medicine.

Nomination procedure: Nominations are due May 1st to the management office of AASRP. Nominations are reviewed for appropriate criteria and forwarded to the President of AASRP for selection of recipient. The President will gain approval from the Board of Directors. By nature of this being a prestigious award, it may not be awarded every year.

The Award: The award is an individualized engraved myrtle wood plaque. The presentation of this award will be done at the annual membership meeting.

An application form will identify the criteria required for consideration:

1. Educational history
2. Description and percent of veterinary work devoted to small ruminant species
3. Description of involvement in AASRP organization
4. Description of involvement in other veterinary organizations
5. Offices held in organized veterinary medicine
6. Contributions to veterinary medicine and small ruminant industries
7. Description of involvement in community service
8. Awards that indicate service to others

Bailey Practitioner of the Year Guidelines

“Dr. Donald E. Bailey Practitioner of the Year Award”

Dr. Don Bailey set the standard for small ruminant practitioners. He loved being a veterinarian, servant of the community, teacher of youth and of colleagues, giver of time talents and laughter, and above all, a wise parent and loving spouse. Our association is better because Don put his stamp on it. We therefore initiated an award, named in his honor, to recognize the American Association of Small Ruminant Practitioner of the Year.

Nomination procedure. Nominations are due May 1st to the management office of AASRP. Nominations are reviewed for appropriate criteria and forwarded to the President of AASRP for selection of the recipient. The President will gain approval from the Board of Directors.

The Award. The award will be an etched glass bowl – the glass representing clearness of purpose and transparency of greatness, the bowl representing a reservoir of knowledge and values necessary for success. The presentation of this award will be done at the annual AASRP membership meeting, first awarded in 2005.

An application form will identify the criteria required for consideration:

1. Must be a member of AASRP for a minimum of 10 consecutive years

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2. Must be a member of their national veterinary association
9. Description and percent of veterinary work devoted to small ruminant species
3. Description of involvement in organized veterinary medicine
4. Description of involvement in community service
5. Awards and recognitions received
6. List small ruminant involvement
7. List mentoring activities
8. Why have you nominated this individual

Exhibiting at Veterinary Meetings

AASRP may have a booth at veterinary meeting sites at the direction of the Board of Directors.

The AASRP booth will be under the supervision of the Management Company. It is preferred that the booth have an attendant at all times it is open. Members of AASRP may be assigned to fill in for lunch and break times. The booth will serve as a source of information about the association and as a membership recruitment tool.

Continuing Education Committee

1. Chairperson is President Elect.
2. Chairperson nominates committee members for Board approval.
3. As determined by the Board of Directors, develops CE at meetings involving small ruminants.
4. Identifies speakers and moderators that will represent AASRP in the best possible light and provide quality education. Board approval of participants and subjects suggested but not required.
5. If appropriate, chairperson works with the CE coordinators of various meetings to provide timely information.
6. Chairperson attends pre-planning meetings as required.
7. Should attend all meetings for which CE was arranged.

Term of Office is two years.

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Nominating Committee

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. Is alert to upcoming vacancies at AASRP and AVMA organizations.
4. Identifies qualified AASRP members as possible candidates.
5. Makes recommendations to the President.
6. As assigned and approved by the Board, contacts candidates for recruitment.
7. Notifies the management company to prepare appropriate ballots.
8. Obtains biographical sketches if necessary.
9. Follows up with candidates on election results.

College Liaison Committee

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. The Committee provides materials for recruitment, enrollment, funding and reporting of educational opportunities. It is suggested these materials be available on the AASRP website.
4. The Committee recruits liaisons for AASRP from faculty at Colleges of Veterinary Medicine.
5. College liaisons serve as a conduit for materials from AASRP to students at Colleges of Veterinary Medicine.
6. College liaisons actively recruit students to become members of AASRP.

Student Education Committee

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Members of the Committee will be a chairperson, a member from AASRP's Board of Directors and a member from management.
3. Chairperson nominates committee members for Board approval.
4. With the assistance of veterinary college liaisons to AASRP, the Committee serves as a resource to identify suitable places that will provide small ruminant experience for AASRP students. Members will be encouraged to volunteer to provide student education opportunities.
5. Students seeking educational opportunities will be members in good standing of AASRP.
6. The Committee receives, reviews and approves requests for student education opportunities.
7. The committee chair submits requests for funding to the Board of Directors.
8. The approved applications are reviewed and approved by the Board of Directors and funds are disbursed by the management office.
9. The committee chair will have responsibility for tracking the successful completion of the student educational experience, and submitting reports to the *Wool and Wattles* for publication.

Governance Committee (formed 7/18/2011)

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. Recommends to the Board corrections, additions, and/or deletions to governing documents.
4. Assists the President and Board Members with points of order regarding meetings and governing documents.
5. Recommends to the Board changes in governing documents that will keep the Association modern in its governance and also be in compliance with incorporation.
6. Reviews all documents, letters, emails and other Association communication for possible anti-trust issues.
7. The committee is assisted by management.

Membership Committee (formed 7/18/2011)

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. Plans and initiates recruitment of those involved in small ruminants, including private practice, government, industry, education and business.
4. Recommends ways to recruit foreign members.
5. Obtains a list of students by college and year of study to assist with student recruitment.
6. Provides AASRP packet to graduating seniors from veterinary school.
7. Takes the lead in follow up for non-renewals. Regional Directors to assist with this effort.
8. Recommends when and where to use AASRP booth for recruitment.
9. Develops ideas to increase value of AASRP membership.
10. The committee is assisted by management.

Public Relations Committee (formed 7/18/2011)

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. Provides communication of support, non-support, congratulations, recognition and recruitment to those persons and issues pertaining to AASRP.
4. Actively pursues putting AASRP brand, i.e. logo, name, mission, policy statements; in front of people and in places that will reflect positively on the Association.
5. Is the voice in matters pertaining to small ruminants in AVMA, Allied Caucus Group, Congress, government agencies, universities, and and public through appropriate channels.
6. Improves perception.
7. Circulates information to journals, newspapers, magazines and publications regarding news of AASRP.
8. Regional Directors are an important source of information.
9. Is at the front and takes leadership position in matters pertaining to AASRP.
10. The committee is assisted by management.

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Budget/Finance Committee (formed 7/18/2011)

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval.
3. In advance of new year, works with management to prepare next year's budget.
4. New year budget will be presented at October Board meeting, reviewed at November Board meeting and approved at December Board meeting.
5. Monitors investments, other assets and makes recommendations to the Board of Directors for consideration and approval.
6. Recommends to the Board of Directors ideas to increase revenue and decrease expenses.
7. Management prepares financial documents for review, tax purposes, audit and evaluation.
8. A negative budget is not acceptable.

Publication/Communication Committee

1. Chairperson is nominated by the President and approved by the Board of Directors.
2. Chairperson nominates committee members for Board approval
3. *Wool & Wattles* is published four times a year: January, April, July and October.
4. *Bugles & Orgles*
 - a. Electronic newsletter
 - b. Serviced by management
 - c. Designed to improve communication with membership
 - d. Includes hot topics, bullet points, breaking news, announcements, reminders, calendar, CE events, membership renewals, etc. with minimal details
 - e. Updated as needed – at least monthly
 - f. Information comes from Board, management, members
5. Membership Directory

The membership directory of AASRP shall be published in July the year following election of a new president of the association."The directory shall include the following:

 - a. AASRP Board of Directors
 - b. AASRP Representation for AVMA offices and committees
 - c. Management information
 - d. Samuel B. Guss Memorial Fund information
 - e. List of U.S. Active members by name and by city and state
 - f. List of International members
 - g. List of Associate and Affiliate members
 - h. List of Student members, U.S. and International
 - i. Honorary Life members
 - j. Veterinary college liaisons
 - k. Available extern positions

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Samuel B. Guss Memorial Fund

1. The Chairperson of the Student Education Committee is the Chairperson of the Fund.
2. All members of the Board will serve as Directors of the fund.
3. The fund is to be used to provide educational opportunities for qualified AASRP veterinary students. Funds are not available for post DVM students, interns or residents
4. Requests for funds will come from the AASRP Student Education Committee. This Committee determines if the student and the desired experience meet the criteria for funding.
5. The Student Education Committee chair submits recommendations to the Board for approval.
6. The maximum any one student may receive is \$750 in a lifetime. The student may submit multiple requests but may not exceed the maximum amount of funding.
6. Students receive 75% of the requested fund initially. The remaining 25% is disbursed after receiving a detailed report of their experience. The report will be published in *Wool and Wattles*.
7. The AASRP Board determines budget amounts for marketing the fund.

Reimbursement of Expenses

1. **Board of Directors Expenses:** The expenses of members of the Board of Directors for attendance at Board meetings will be reimbursed as requested by the members for a maximum amount established by the Board each year. Receipts for expenses shall be attached to the request. The maximum is to be reduced by amounts received from other sources (e.g., registration costs, travel costs, etc. paid to conference speakers) for conferences where the Board meetings are held. This provision also applies to the reimbursement of expenses of new Directors for attendance at the Annual Meeting at which they take their seats.

The Board will not reimburse for what are considered personal expenses.

If a Board member incurs expenses for AASRP not related to Board meetings, such expenses will be reimbursed upon request whenever provision has been made for such expenses in the Board-approved annual budget or in other Board decisions.

2. **Management or Staff Expenses:** Reimbursement of expenses incurred by persons providing management or staff services for AASRP is subject to the terms of a contract between AASRP and the persons or agencies providing those services. Receipts will be submitted to and reviewed by the AASRP Secretary. AASRP will not reimburse for what are considered personal expenses.
3. **Other Expenses:** The expenses of persons who represent AASRP at meetings of other organizations will be reimbursed as arranged with such individuals, up to a maximum amount included in the Board-approved budget; or, if not budgeted, up to a maximum amount approved by the Board of Directors. Such expenses will normally be kept to a minimum by selecting representatives who live near the meeting sites. Receipts must be submitted with reimbursement requests. AASRP will not reimburse for what are considered personal expenses.

Conflict of Interest Policy

Officers and directors of not-for-profit corporations have fiduciary obligations to the organization and its members under not-for-profit and general corporate law. These may be defined as a duty of loyalty and a duty of care, and are consistent with the laws of the Sarbanes-Oxley Act of 2002. The duty of loyalty requires the association's Officers and Board of Directors Members to avoid advancing personal interests in ways that may injure or take advantage of the organization. Strict standards of honesty and good faith are expected so that actions are taken in the best interests of the organization. The duty of care requires the association's Officers and Board of Directors Members to apply skill and prudence in overseeing the organization's affairs, to exercise sound business judgment, and to pay attention to the activities and finances of the organization.

The AASRP membership expects and requires that those provided the opportunity to govern and represent the association will adhere to these basic duties of loyalty and care, and not advance their own personal interests ahead of the AASRP and its members. Actual or potential conflicts of interest, may involve, for example, relationships with other organizations, employment, business interests, consultancies, relatives, etc. that are reasonably pertinent to the interests or activities of the AASRP. Specific examples of conflict of interest to avoid include: placing themselves in a position where personal or professional interest may conflict with their duty to the association; using information learned through their office or position for personal gain or advantage.

An AASRP officer or board member who, at any time, has a conflict of interest, actual or potential such that they may not be able to fulfill the intent of this statement should promptly and fully disclose their specific concern in writing to the Executive Director. Disclosure of a conflict of interest is not to be construed as creating a presumption of impropriety, nor should it automatically preclude someone from participating in an AASRP activity or decision-making activity. The Executive Committee, or its designee(s), is responsible for determining whether a disclosure of an actual or potential conflict of interest requires a response.

Within 60 days after being elected, Officers and Executive Board Members will review and submit a signed form to the Office of the Executive Director indicating their agreement with the terms of this policy.

Antitrust Avoidance Policy

The American Association of Small Ruminant Practitioners is a not-for-profit organization which may not play any role in the competitive decisions of its members, their employers or employees, nor in any way restrict competition. To ensure that the Association and its members comply with antitrust laws, the following principles will be observed:

1. The Association or any committee, section or activity of the Association shall not be used to bring about or attempt to bring about any understanding or agreement, written or oral, formal or informal, expressed or implied, among two or more members or other competitors with regard to fees, or terms and conditions of contracts for services or products. Therefore, discussion and exchanges of information about such topics will not be permitted at Association meetings or other activities.

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2. There will be no discussions discouraging or withholding patronage or services from, or encouraging exclusive dealing with any supplier or purchaser or group of suppliers or purchasers of products or services, any actual or potential competitor or group of actual or potential competitors, or any private or government entity.
3. There will be no discussions about allocating or dividing geographic or service markets or clients/customers.
4. There will be no discussions about restricting, limiting, prohibiting or sanctioning advertising or solicitation that is not false, misleading, deceptive, or directly competitive with Association products or services.
5. There will be no discussions about discouraging entry into or competition in any segment of the marketplace.
6. There will be no discussions about whether the practices of any member, actual or potential competitor, or other person are unethical or anti-competitive, unless the discussions or complaints follow any prescribed due process provisions of the Association's articles or bylaws.
7. Certain activities of the Association and its members are deemed protected from antitrust laws under the First Amendment right to petition government. The antitrust exemption for these activities, referred to as the Noerr-Pennington Doctrine, protects ethical and proper activities or discussions by members designed to influence:
 - a. legislation at the national, state or local level;
 - b. regulatory or policy-making activities (as opposed to commercial activities) of a governmental body; or
 - c. decisions of judicial bodies.
8. Speakers at committees, sessions, CE, or other business meetings of the Association shall be informed that they must comply with the Association's antitrust policy in the preparation and the presentation of their remarks.
9. Each meeting of the Association's governing bodies shall follow a written agenda. Minutes will be prepared after each meeting to provide a concise summary of important matters discussed and actions taken or conclusions reached.

At informal discussions at the site of any Association meeting, all participants are expected to observe the same standards of personal conduct as are required of the Association in its compliance.

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Financial Audit Policy

The American Association of Small Ruminant Practitioners will not incur the expense of a complete financial audit, compilation or formal CPA review on a regular basis. Our CPA will review the financial statements of AASRP on an annual basis in January, just after the close of the previous year's financials.

An expanded P&L and Balance Sheet are presented to the officers a minimum of four times per year.

The Board of Directors will consider an audit or compilation when there is a change in the Executive Director of AASRP or under any other circumstances when it would be financially prudent.

Record Retention Policy

If any information is stored electronically, you do not need to keep the paper*

Permanent files:

- Copies of tax returns
- Tax deposits
- Tax and legal correspondence
- Audit reports
- General ledger & journals
- Financial statements (not bank statements)
- Real estate records
- Corporate stock records and minutes
- Partnership agreement & amendments
- Operating agreement & amendments
- Cancelled checks for important payments, i.e. taxes, purchases of property, special contracts, etc.
- Contracts and leases still in effect
- Minutes of directors and committees, including by-laws and charter

1 year destroy date

- Routine correspondence with members, customers or vendors.

3 year destroy date

- General correspondence
- Expired insurance policies
- Internal audit reports
- Membership applications
- Personnel records (after termination)
- Employment applications
- Petty cash vouchers

5 year destroy date

- Bank statements, deposit slips and bank reconciliations
- Other records relating to revenue
- Employee expense reports and records relating to travel and entertainment expenses

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- Cancelled checks
- Any other records relating to expenses not covered above

7 year destroy date

- Expired contracts and leases
 - Invoices to members and customers
 - Cancelled stock and bond certificates
 - Voucher register and schedules
 - Vouchers for payments to vendors, employees, etc. (includes allowance and reimbursement of employees, officers, etc. for travel and entertainment expenses)
 - Sales records and journals (accounts receivable ledgers and schedules)
 - Paid vendor invoices (accounts payable ledgers and schedules)
 - Employee payroll expense records
 - Inventory records
- Depreciation schedules and other capital asset records must be kept for the tax life of the asset plus three (3) years.

Membership Information Policy

AASRP does not sell or distribute its membership information for commercial use. AASRP will provide membership information to AABP to be used to promote the AABP Annual Meeting.

Membership Applications and AASRP Logo

AASRP will provide the AASRP logo and membership applications to speakers with small ruminant topics at local and national meetings.

AASRP-AABP Continuing Education Agreement

The remuneration to AASRP for participation in the joint AABP-AASRP meeting at the 44th AABP Annual Conference in St. Louis and subsequent conferences' will be based upon the following:

1. The total number of paid AABP and AASRP regular members (excludes student members and complimentary registrations).
2. The relative contribution of the AABP and AASRP members will be calculated as follows:
 - a. A registrant that is a member of AASRP only: 1 point AASRP
 - b. A registrant that is a member of AABP only: 1 point AABP
 - c. A registrant that is a member of both AABP and AASRP: 0.75 points AABP & 0.25 points AASRP
 - d. The points are totaled and a percentage contribution of each organization is calculated.

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3. After all bills are paid the net income of the meeting will be multiplied by the percentage of registrant contribution by the AASRP to arrive at the AASRP compensation for participation in the joint AABP-AASRP at the 44th AABP Annual Conference.
4. Changes to this agreement may be made upon agreement by both parties

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Section 2 - Policy Statements

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Policy Statement Concerning Unnecessary Bottle Feeding of Newborn Camelids

While there are no doubt understandable indications for bottle-feeding neonatal South American camelids (llamas and alpacas), it has generally been accepted that human contact during this procedure should be kept to a minimum to avoid undesirable consequences.

The practice of taking newborn South American camelids from their mothers and placing them on bottles to make them more tractable in a contact or petting zoo venue is unnecessary and detrimental to the animal. This generally results in over socialization of the young animal to humans which predictably become a severe problem when the animal reaches sexual maturity. Male camelids raised in this way will become aggressive toward humans and can be very dangerous in that they attempt fighting and breeding behavior as well as direct social behavior such as spitting toward humans. This behavior has been described as Berserk Male Syndrome/Aberrant Behavior Syndrome and male animals that display this behavior are frequently humanely euthanized. Affected animals do not readily regress from this undesirable behavior even if castrated. Females are not quite as aggressive, but will spit and on occasion strike or kick. In addition to the risk to human health that they cause, the animals themselves do not socialize well with other South American camelids.

The American Association of Small Ruminant Practitioners strongly recommends against unnecessary bottle-feeding of young camelids. Further information on unnecessary bottle-feeding of camelids can be obtained from AASRP.

Revised May 2008

Policy Statement Concerning Aminoglycoside Use in Small Ruminants

Because of the prolonged withdrawal time of aminoglycosides, the American Veterinary Medical Association approved the following resolution in 1998: That until further scientific information becomes available, aminoglycosides should not be used in cattle, except as specifically approved by the FDA. For the same reason, the AASRP passed a resolution during its 2000 Annual Meeting stating that, "Veterinarians should not use or prescribe aminoglycosides in small ruminants.

July 2000/Revised May 2008

Policy Statement Concerning Velveting in Farmed Deer

1. The harvest of velvet (growing antler) from farmed cervids is a commercially viable and renewable resource which, when done properly, does not harm the health or reproductive status of the animal.
2. Removal of velvet antler is a surgical procedure and requires adherence to the following tenets:
 - a. Relief of pain (analgesia)
 - b. Antisepsis (cleanliness)
 - c. Homeostasis (control of blood flow)
3. Because the removal of velvet antler is an amputation, the harvest of velvet antler must be conducted within the bounds of a valid veterinarian-client-patient relationship. Such a relationship is of duration long enough for the veterinarian to have current knowledge of

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the husbandry practices and health status of the herd and for the veterinarian to be confident in the ability of the deer farmer to perform any needed treatments to the standard defined in this policy statement.

4. Humane removal of velvet requires a combination of restraint and analgesia. The following are examples of acceptable restraint/analgesia combinations.
 - a. Mechanical restraint (chute or crush) and application of local analgesia around the pedicle of the antler.
 - b. Chemical sedation with application of local analgesia around the pedicle of the antler.
 - c. A combination of chemical immobilization and a dissociative anesthesia.
 - d. Chemical immobilization and general anesthesia using a chemical agent and a narcotic anesthetic.
5. The following are unacceptable methods of velvet antler removal.
 - a. Mechanical restraint without the appropriate use of local analgesic.
 - b. The use of paralytic agents without the appropriate use of local analgesic.
 - c. General electro-immobilization.

Revised May 2008

Policy Statement Concerning Llama Ban in National Parks

With reference to the current ban of ruminant pack animals in Canyon-lands National Park (CNP), the American Association of Small Ruminant Practitioners finds insufficient scientific justification for this ruling. The ban was based on the risk of llamas spreading Johne's disease to the CNP resident Big Horn Sheep. Johne's disease has been diagnosed in only a few llamas in North America. We believe the diagnosis in so few cases to be an accurate assessment of the very low prevalence of Johne's disease in llama herds. Disease surveillance at herd level and at the individual animal level has been excellent due to the high individual value of llamas in North America.

The conclusion that pack llamas pose a threat to the Desert Big Horn Sheep or other susceptible free living wildlife of North America is ill founded given the low prevalence of this disease in llamas and the low risk of fecal shedding of this organism in a concentration sufficient to infect free ranging individuals. Transmission of John's disease depends upon ingestion of large numbers of organisms by young animals within the first few months of life or continuous exposure of older animals to high doses of the organism. Typically, only animals affected with advanced disease shed high numbers of the causative agent, Mycobacterium Para tuberculosis, in feces. At this stage of infection, such individuals would be unfit for packing due to poor body condition.

Until llamas, or for that matter other domestic livestock, are reasonably proven to be a significant threat for transmitting Johne's disease to free living wildlife, no bans should be placed on the movement of pack small ruminants in National Parks or the grazing of ruminants in Bureau of Land Management or Forest Service lands in North America based on supposition of risk of Johne's disease.

Revised May 2008

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Policy Statement Concerning Accelerated Scrapie Eradication Program

Scrapie is a fatal, degenerative disease affecting the central nervous system of sheep and goats. Scrapie is in a class of diseases known as transmissible spongiform encephalopathy's (TSEs). Other diseases in this class include bovine spongiform encephalopathy (BSE) in cattle and Chronic Wasting Disease (CWD) in deer and elk. Recent publicity surrounding TSEs and limited knowledge about these diseases has heightened public concern. Extensive epidemiological research has shown no evidence that scrapie can be transmitted to humans.

The American Association of Small Ruminant Practitioners (AASRP) believes it is in the industry's best interest to eliminate scrapie in the U.S. AASRP supports USDA's accelerated scrapie eradication program that was issued in October 2001 and its goal of eliminating scrapie from the U.S. by 2010. Ongoing federal funding of this national program will be imperative to support continuation of research, effective producer educational programs and indemnification of suspect and/or diseased sheep and goats.

Small ruminant practitioners provide an important conduit to communicate technical information about scrapie and the accelerated eradication program to producers and stand ready to assist this industry/government collaboration.

Adopted 2001/Re-adopted May 2008

Policy Statement Concerning Tail Docking of Lambs

Resolution: Position on Tail Docking of Lambs:

Resolved that the American Veterinary Medical Association adopt the following AVMA position on tail docking of lambs.

Lambs are tail docked for cleanliness and to minimize fly strike, but cosmetic, excessively short tail docking can lead to an increased incidence of rectal/vaginal prolapses and is unacceptable for the welfare of the lamb. We recommend the lambs' tails be docked at the level of the distal end of the caudal tail fold.

Adopted AVMA July 21, 2000/Re-adopted May 2008

Policy Statement Concerning Prudent Drug Use Guidelines

The American Association of Small Ruminant Practitioners is committed to improving the health and welfare of sheep, goats, cervids and camelids. The first three of these species are considered food producing animals by the United States Food and Drug Administration's Center for Veterinary Medicine (FDA-CVM). The principles of prudent drug use in small ruminants are the same as other food animal's species. It should be understood that the small ruminant owner's intent for the use of the animal(s) for instance, has no bearing on drug use decisions. All sheep, goats and cervids are considered food producing animals and are subject to the same legalities and constraints as other food animal species.

With the very short list of drugs and associated approved indications, the small ruminant practitioner is often forced to use drugs approved for other species in an extra-label manner. The Animal Medicinal Drug Use Clarification Act (AMDUCA) allows this, but only under

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certain conditions. All food animal veterinary practitioners should know the rules of AMDUCA. If the veterinarian, in his clinical judgment, does not think the labeled drug will work, or there is no labeled drug for a given indication, a different drug approved for that species should be selected first. If an appropriate choice is not available, drugs approved for other food animal species must be selected. Drugs approved for non-food animals, and then those approved for humans should be used only as a last resort. The veterinarian must remember that under AMDUCA, factors such as lower cost and convenience (long-acting formulations, oral tablets, small volumes, good syringability, availability, etc.) are not justifications for use of drugs in an extra-label manner.

The following prudent use guidelines are intended to help small ruminant practitioners select drugs appropriately while avoiding violative residues in food.

- Preventive strategies, such as appropriate nutrition, immunization and deworming programs, and biosecurity should be emphasized. This will reduce the incidence of disease and the need for drug therapy.
- Other therapeutic options (fluid therapy, physical therapy, local therapy, etc.) and culling should be considered prior to the use of systemic drug therapy.
- Drug therapy should be used only under within the confines of a valid veterinarian-client-patient relationship.
- Drug therapy regimens should be optimized using current pharmacological information and principles. Published regimens for small animals or cattle may not be appropriate for small ruminants. Practitioners should avail themselves of continuing education opportunities and species groups in order to keep current with species-specific recommendations.
- Quantities of drugs prescribed and dispensed should be appropriate, to avoid accumulation and potential misuse of drugs on the farm.
- Accurate records of treatment and outcome should be used to document and evaluate therapeutic regimens.
- Extra-label drug usage (ELDU) should be within the confines of the rules of AMDUCA.
 - ELDU includes a change in route, dosage, duration, frequency, indication or species from what is published on the label or package insert.
 - ELDU is permitted only by or under the supervision of a veterinarian.
 - ELDU is allowed only for FDA approved animal and human drugs.
 - ELDU is not permitted if it results in a violative food residue which may present a risk to public health. Practitioners should not use drugs in an extra-label manner unless adequate scientific information is available to determine a withdrawal time. For recommendations on meat and milk withdrawal times go to www.FARAD.org
 - ELDU of some drugs is prohibited. The veterinarian should have timely knowledge of this list at all times. For updates go to www.FARAD.org (list revised January 17, 2008)
 - Chloramphenicol
 - Clenbuterol
 - Diethylstilbestrol (DES)
 - Dipyrone
 - Nitroimidazoles (including dimetridazole, metronidazole and ipronidazole)
 - Nitrofurans (including nitrofurazone, furazolidone, topical use prohibited as well)

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- Sulfonamide drugs in lactating dairy cattle (except approved use of sulfadimethoxine)
- Fluoroquinolones (examples enrofloxacin and danofloxacin)
- Glycopeptides (example vancomycin)
- Phenylbutazone in female dairy cattle 20 months of age or older
- Gentian Violet

(The Pasteurized Milk Ordinance (PMO) prohibits the presence of dimethyl sulfoxide (DMSO) and colloidal silver on dairies.)

- ELDU is limited to cases in which the health of the animal is threatened (ie. suffering or death may result from lack of treatment). Extra-label drug use is not permitted to enhance production.
- ELDU of medicated feed is prohibited. However, the FDA Compliance Policy Guide on Extra-label Use of Medicated Feeds for Minor Species allows this under certain conditions, including but not limited to:
 - The health of the animal is threatened.
 - The medicated feed is approved for a major food-producing species.
 - The medicated feed is formulated and labeled according to its approved labeling.
 - Other tenets of AMDUCA (valid veterinarian-client-patient relationship, proper record keeping, establishment of a suitable withdrawal period, etc.) still apply.
- The use of drugs compounded from bulk pharmaceutical ingredients in food animals is prohibited. A few exceptions to this exist and can be found in the FDA's Compliance Policy Guide on Compounding of Drugs for Use in Animals.

Helpful links: <http://www.farad.org>

<http://www.fda.gov/cvm/MumsDesigList.htm>

<http://www.fda.gov/cvm/minortoc.htm>

<http://www.fda.gov/cvm/greenbook.html>

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Section 3 - Historical Information

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History of the
American Association of
Small Ruminant Practitioners

Twenty-five Years with AASRP
By Don E. Dailey, DVM

This year (1993) the American Association of Small Ruminant Practitioners celebrates its twenty-fifth anniversary. We have come a long way from a small get-together at a "Sheep Health" meeting at the University of California at Davis in 1968 to a 1,260 member association with individuals in each of the fifty states, in most of the Canadian provinces and in countries from Bolivia to Israel, India and Australia.

Looking back, we recognize that we had wonderful help from sheep producers on the road to becoming a professional association. In 1967 the "American Sheep Producer's Council" (now "American Sheep Industry") formed the "Sheep Industry Development Program". It set up educational programs with each centered around a theme.

The meeting on "Sheep Health" at UC Davis brought together producers, veterinarians and county agents. Some veterinarians on the program were Blaine McGowan, George Crenshaw and Cliff Beck. At a get-together at the Crenshaw home after the meeting, there was talk about having an organization for sheep veterinarians like other AVMA groups being organized around horses, swine or cattle. We decided to meet again in a more planned way at the next Intermountain Veterinary Meeting at Las Vegas, Nevada.

Dr. Charles Campbell of Healdsburg, California got us a small side room at what is now called the Western Veterinary Conference. Two of us were practitioners (Charles Campbell and myself) and two were working for the Federal Government (Ralph Knowles and Jim Hourrigan). Dr. Hourrigan was running the Texas Scrapie Project which did a lot to convince sheep producers that scrapie is an infectious disease. At Las Vegas we got down to business. We named ourselves the American Association of Sheep and Goat Practitioners and we elected Dr. Campbell as our first president. We also decided to ask the American Sheep Council for help.

The Council supplied a Mr. Byron Taylor to help the AASGP get going. By July 1969, we found ourselves meeting at the AVMA Convention in Minneapolis, Minnesota. Some present were Charles Campbell, Byron Taylor, Cliff Beck and Don Bailey. The big decision made there was to create the Constitution and By-laws and to put in them a provision for Associate members. From the early days we realized that we needed producers and their organizations to be in on the promotion of veterinary medicine for sheep and goats.

Our biggest promoter soon turned out to be one of those Associate members, Mr. George McConnell, vice president of H. C. Burns Company. He was trying to get veterinarians and producers interested in his new selenium products and he was enthusiastic about the Intermountain Veterinary Meeting at Las Vegas. He got the idea for our association to have a luncheon with a speaker during the Intermountain Meeting.

At first our annual luncheons were for AASGP members and speakers at the sheep and goat section of the program. Among our luncheon speakers were such outstanding individuals as AVMA presidents and head of national sheep groups. Before we knew it, George

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McConnell's generosity and his flamboyant personality had widened the luncheons to the Intermountain Board of Directors and then to everybody's friends. They certainly made the AASGP known, but when they grew to over 250 guests, the Intermountain Board of Directors called them off. George's AASGP lamb feasts were getting too big.

This same generous non-veterinarian also came through when our finances were low in 1975. He printed news and notices for our members and let us put them in his company's mailing to eleven western states, saving AASGP money. My wife, Betty, and I folded all the material, sorted according to zip and mailed it out. In fact, the Bailey's with help from Sherry Princen, a local client, put Wool & Wattles out from our home all through the 1970's. By the way, it was one of the founders, and our sixth president, Dr. Cliff Beck, who suggested the name for the newsletter when we were focused on only sheep and goats.

The mid-1970's saw a positive turning point for AASRP. In October 1976, Drs. Robert Pierson and R. Teegarden organized the first AASGP regional symposium. It was held at Fort Collins, Colorado, and speakers were Drs. Rue Jensen, Robert Pierson, Ken Monfert, Dewey Brown, Gary Bragdon and more. Dr. Cliff Beck had been the chief promoter of that first symposium. Many have followed. Some, like this year, have been in conjunction with state veterinary or producer meetings. The Ohio VMA still considers that its excellent small ruminant section is in conjunction with AASRP.

As the years rolled along, we continued to have our annual meetings and elections at the Intermountain (Western States) Meeting in February and also get together wherever the AVMA was meeting in July. Eventually the annual meeting was changed to coincide with the AVMA Meeting, where we now arrange the program for the Small Ruminant Section. The AASRP Board of Directors still meets during the Western Veterinary Conference in February and welcomes visitors.

Getting approval as an allied group of the AVMA was a long process. In 1972 we began jumping through hoops, from approved Bylaws to the requirement that we have a certain percentage of AVMA members in our total membership. We "came of age" in 1977, and we have had a representative and an alternate in the AVMA House of Delegates since 1978.

In 1981, the-President Norm Gates got his AASGP student members at Washington State to produce the Newsletter. That's when we began using the new sheep and goat logo. Dr. Mary Smith of Cornell took over as editor in 1984. Now Wool & Wattles doesn't have as many jokes as I used to put in it years ago, but it has a lot of abstracts to give us some backup when, as usual, we have no approved drug or vaccine.

Fortunately, AASGP wasn't afraid to meet changes that happened over the years. For example, when no other veterinary group paid attention to herds of llamas, we began including them. By 1988 we had changed the name in the Constitution to read "American Association of Small Ruminant Practitioners" to make room for more species. In 1989 we added a llama body to the logo and crowded two more legs onto it to demonstrate the wider scope of the AASRP. Now we are giving increasing attention to the growing deer farming industry. Maybe we can fit one more head in and maybe even another leg, but after that we'll just have to use our imaginations.

The Association has been fortunate to have had a number of dedicated members willing to work hard to get research done on small ruminants and to spread the word to the members.

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The thirteen who have served as President are: Charles Campbell, Don Bailey, G. Dewey Brown, Robert E. Pierson, Robert Simmons, Cliff Beck, Sam Guss, Norm Gates, Christine Williams, Russell Rasmussen, Robert Corwin, R. Ashley Robinson and Cleon Kimberling. Now we have David McCrystle as President. He is another practitioner from the same northern California town as Charles Campbell, the veterinarian who arranged our first formal meeting at Las Vegas and who became the first AASGP/AASRP President.

Don E. Bailey, DVM
Executive Director, AASRP

Approved by the BOD January 20, 2012
April 25, 2011

Dear Dr. Fallen,

I would like to express my gratitude to the association for my Honorary Life Membership Award. This is a great honor and I am very pleased to receive it.

This might be the time to pass on some of the history of our organization. We should be celebrating our 50 year anniversary. It all started for me in 1960 when I was invited to a meeting held at UC Davis, California. H.C. Burns Company was sponsoring veterinary meetings. They were starting to promote their new selenium products. Each meeting was species specific. Of course the meeting I attended was on sheep. We were asked to speak about sheep practice. The title was: "The Development and Economics of a Sheep Practice".

Those veterinarians attending were: John Woolsey, Robert Dickson, Charles Campbell, Jack Ray, Gordon Schultz, Blaine McGowan, George Crenshaw, David Jungerman and Don Bailey. After the meeting at the Crenshaw home, we talked about the need for a specialty group. At the time the only group in AVMA was the Small Animal Hospital. There was talk about equine and swine getting ready to move.

A year later the National Wool Growers sponsored sheep meetings around the U.S. Each meeting was on different aspects of sheep production. The one on health was held at UC Davis. It was well attended by sheep producers. Sheep numbers in the U.S. were still good.

Most of the above mentioned veterinarians attended and some of us gave health related papers. Dr. George Crenshaw gave a paper on foot-rot. During the Q&A period I asked him if he knew why it seemed that foot-rot occurred more in the front foot. His answer was, "Because the front feet get there first".

So at that second Davis meeting we decided to organize and have our first meeting in conjunction with the Intermountain in Las Vegas. It was held at the Flamingo Hotel.

At our first meeting we decided to name our group The American Association of Sheep and Goat Practitioners and we elected Dr. Charles Campbell our first president.

H. C. Burns Company continued to help our group. Mr. George McConnell was the general manager and was extremely helpful. Every year he would mail out our program to all large animal veterinarians in the U.S. Along with his company they would sponsor a lamb luncheon at the Las Vegas meetings. He would pass out luncheon tickets to veterinarians and families and prospective members for the luncheon. At the luncheon we would have prominent speakers such as the president of the Nation Wool Growers or president of the AVMA. This luncheon got upwards of 100 attendees and was a big help in growing our membership.

I would be remiss if I didn't recognize my wife Betty for all those years of doing the secretary work, membership card system (before computers) and answering the phone. When she retired the association honored her and presented her with travel luggage.

Well Dr. Fallen, excuse me for reminiscing about our beginning. The real satisfaction of my activities with AASRP was all the wonderful people we were associated with.

Betty and I are enjoying life, still raising sheep and cattle as we ride into the sunset.

Thank you again for the honor and impressive plaque.

Sincerely,
Don E. Bailey

After searching past AASGP/AASRP newsletters and communicating with numerous individuals about when and why students began being members, when and why the SEO Committee was instituted, when and how we began offering awards and grants, and when and how the current Liaison structure was set up at the colleges, I submitted several agenda items. Those items related to small ruminant student groups on campuses, to improvement of communication with our Liaisons and their students, and to modifications of the grants program to make it easier to handle on campuses and by the SEO Committee and the management staff. The recommendations were based on my interpretations of the following history and current patterns pursued by AASRP in relation to veterinary students.

Veterinary Medical Students and the AASRP

Although this chronology is mainly about students, a few other topics are included to provide a sense of the times.

1968 – The American Association of Sheep and Goat Practitioners (AASGP, forerunner of AASRP) wrote a Constitution and Bylaws which said that membership was open to veterinarians who had an interest in sheep and goat practice and that associate membership was open to anyone interested in the association and its objectives.

1973 – The first issue of Wool & Wattles (W&W) appeared.

1977 – It was decided to offer memberships to veterinary students (juniors and seniors only) at half the regular dues, which were then \$10 for active and associate members.

- The purpose was to encourage students to “study in and later practice in the sheep and goat field”.
- A scattering of students joined from the University of Pennsylvania, the University of California, Washington State University, the University of Georgia and Michigan State University.
- It was hoped to include a student question and answer section in later issues of the newsletter.

1978 – Some student advisors were listed. Six were for veterinary colleges, but one university had no veterinary college, suggesting AASGP interest in encouraging pre-vets.

- Students were asked to please let Dr. Don Bailey know if summer addresses were different, so that the newsletters would be delivered without interruption.
- A veterinary student seeking experience during the July-August block got her request on page 1 of W&W.

1979 – Students at Washington State University (WSU) sponsored a course on sheep and goat medicine and management.

- In a President’s letter in W&W Dr. Sam Guss noted, “In the past year I have encountered amazing interest in small ruminant medicine in the students of veterinary schools.”

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1980 – AASRP membership, including students, passed 700.

- A section in W&W was designated The Student Corner, and students were invited to share their activities.

1981 – 35 students in the WSU chapter of AASGP began to edit and produce W&W. Their adviser was AASGP President N. Gates.

- They gave W&W its now readily recognizable masthead and ivory color.
- They gave it a new logo with a sheep and a goat standing together – forerunner of today's 4 species logo.
- Case reports by students were included, as well as reports on student chapter activities at WSU.

1982 – AASGP President-elect Christine S. F Williams called for practitioners to volunteer to take students as externs.

- More notices by students seeking extern experience or paid work in the summer appeared in W&W.
- 42 students from the Ohio State University sent lots of chapter news to W&W. It ranged from separate lectures on goats and sheep to a field trip which included barbecued chevon and hot chocolate made with goat milk.

1983 – W&W carried extern requests from students at the University of California and University of Georgia.

- A student case report from Ohio State appeared.
- WSU students stopped producing the newsletter.

1984 – Dr. Samuel B. Guss, a former AASGP President died, and a memorial fund in his name was approved.

- It would be managed by Betty Bailey, wife of the AASGP's secretary-treasurer.
- Awards would be administered by AASGP's Student Educational Opportunities Committee (SEO) "to help students take advantage of situations where they could learn more about goats".
- President Christine Williams again encouraged practitioners to offer such opportunities.

(Dr. R. Ashley Robinson, who then chaired the SEO Committee, now says that he believes that he "took steps to formalize the SEO Committee as it was rather loose". He says that he added the idea of specific research topics because he wanted the opportunities to be more than just "seeing practice" (another term for extern activities).

- The Dairy Goat Journal (DGJ), April 1984, described the purpose of the Guss Memorial Fund as being
"...to provide travel funds for veterinary students who want to work with...veterinarians in private practice or in clinics that have a substantial part of their practice with goats."

"Such funds will be divided according to need if more than one deserving student should...qualify."

(The recollections of Drs. Don Bailey, Joan Bowen and Chris Williams are similar to the above statement from the DGJ. Thus, even before any AASRP awards or grants were made in the name of Sam Guss, two types of opportunities were contemplated: externships and research awards.)

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1985 – W&W, by then edited by Dr. Mary Smith, was full of student news.

- The SEO used it to invite applications from student members to “carry out modest clinical research projects involving small ruminants”. Up to five projects could be funded in a year and summaries of the required reports would be published in W&W.
- Students were also invited to contact Dr. Robinson for names of AASGP members willing to accept externs.
- \$1,000 yearly was recommended for Sam Guss Awards for research or extern activities – to come from general monies because the Guss fund could not provide enough interest.
- The first four awards were for \$250 each. Two were to help with research projects, one went toward an overseas externship and one was for an externship which included collecting serum samples for a research project.
- Total student membership was listed as 150. It was noted that student membership lists (plural) needed updating and that certificates for chapters needed to be made.

(It is not yet clear from materials in hand how student chapters were being organized or how, once established, they related to the AASGP nationally.)

- The first student research report compared four techniques to evaluate immunoglobulin concentrations in the serum of newborn lambs.
- The first extern report was by a student who had been given \$250 toward the \$800 needed to spend 25 days in Scotland learning “as much as possible about sheep medicine as practiced in conditions similar to those found in the northeastern US”.
- Dr. Robinson had recruited readers to help decide which applications should be funded.

1987 – Only 6 out of 26 colleges that responded to an SEO survey offered classes on small ruminants.

1988 – The AASGP became the AASRP, and the following year a llama would join the logo on the masthead of W&W.

(The Guss fund had reached a total of \$1,604.87 in 1986. Grants had been made from the checking account and interest from that account had been credited to the Guss fund. Since the Guss fund would not soon provide enough interest to fund awards, the principle began to be used in the late 1980's.)

1989 – President Ashley Robinson appointed Dr. David Sherman to succeed him as head of the SEO Committee.

1990 – Despite an earlier decision to offer only one \$500 award per year, 3 research awards were reported this year, some probably retroactively for 1988 and 1989.

- Dr. Sherman reported 150 names on the list of AASRP veterinarians willing to take externs and he encouraged students to contact him or Dr. Robinson for the names.

1991 – A survey was conducted of such volunteers and an “Extern Opportunities” list of the 58 timely respondents from 26 states was prepared by the Larsen's, who had begun managing the AASRP office in mid-1990.

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- Dr. Sherman wrote to deans of the veterinary colleges explaining our extern program, including a copy of "Extern Opportunities" and asking that each college name a Liaison to the AASRP.
- By the end of 1991 all colleges in the US and Canada had AASRP Liaisons and the Liaison list had appeared in W&W.
- 284 AASRP members responded to a survey from which a profile of veterinary members was developed. More than 60 volunteered to serve as committee members, officers or resource persons.
- The annual topical index of W&W contents began.

1992 – Two students from the University of Missouri shared the \$1,000 prize offered through AASRP by the American Sheep Industry for an in-depth literature review of Johne's disease in sheep.

- Dr. Paul Eness became acting chair of SEO, while Dr. Sherman was in Pakistan. Eness would soon become Chair. Dr. Clifford Shipley would succeed him in 1995 and Dr. Phyllis Larsen would follow Dr. Shipley in 1997.

1993 – Student membership in AASRP grew from 136 to 175 from January 31, 1991 to January 31, 1993.

- The American Dairy Goat Association's 1992 Conference donated \$6,567 to AASRP "to help veterinary students gain practical experience in preventing, treating and controlling diseases of goats".
- The SEO Committee was told to administer the grants at a total rate of up to \$2,000 per year. The first grant was to a student selected to develop a catalog of goat materials on drug use, withdrawal times and residues.
- The Executive Director recommended developing a set of rules for setting up student chapters of AASRP.
- The student chapter at North Carolina State University reported that it had again co-sponsored a goat field day and demonstrated small ruminants at NCU's veterinary Open House.

(This last item is to note that student activity with small ruminants on a campus often has little connection with numbers of students who pay dues to AASRP nationally. The students send news because they feel connected to us through their local groups, whatever they are called.)

1993 – 1998 – AASRP patterns related to veterinary students have remained essentially as follows: Liaisons have been maintained at the colleges and a current list of them has appeared in W&W each fall.

- They have received packets including descriptions of extern grants and the competitive research award with where and how students can apply for them.
- They received an updated "Extern Opportunities" in 1994. In the last few years students have been referred to the AASRP office for names and addresses of volunteers in their preferred geographical areas.
- Information about additional opportunities, such as that at the USDA Sheep Experiment Station, Dubois, Idaho, have been printed in W&W or have been sent to Liaisons.
- A detailed record of grant and award disbursements in these 5 years along with a discussion of them is attached to this report.

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- Only a few students have responded to invitations to help at AASRP booths at conventions or CE programs.
- Some materials about small ruminants or AASRP have been provided or suggested for students to use at vet school Open Houses or other public events.
- Reports of students' research projects or extern experiences have appeared in the AASRP newsletter W&W.
(Not all recipients of awards or grants send in the expected reports of completed research projects or extern experiences. Getting the reports has required Committee effort from the time of Dr. Robinson's tenure until now.)
- A Roundtable on "Should students learn more veterinary medicine from practitioners?" was conducted at the Central Veterinary Conference and materials from it were printed in the 1995 AASRP Symposium Proceedings.
- A survey of veterinary schools in 1994 showed more material being offered on small ruminants than expected but it was usually incorporated into mixed species classes.

1998 – As of July 1, AASRP had 99 Student Members plus 50 who had just graduated and whose records had been transferred to DVM status.

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TO: Peggy Bowier, AASRP

From: Phyllis Larsen

Subject: Students and the Sam Guss Fund

Dear Peggy:

Here is my promised follow-up note to the up-to-1997 history on AASRP and students.

I see externships, not as awards for accomplishment, but as ways to help students become better acquainted with small ruminants, so they hopefully will decide to work with one or more of our species groups as veterinarians. To this end, AASRP does several things.

- AASRP makes readily available to all of its student members information about grants to ease cost of travel or maintenance related to being an extern. With e-mail addresses, it should not be too hard to emphasize this directly to each student who becomes a member, with a copy to the Liaison at each college.
- AASRP makes known to the students in similar ways those veterinarians who are willing to take externs. Where possible, it not only lists their names and general locations in the directory and on the website, but it also gives as many expectations as each veterinarian wishes to provide. For instance, in the past some have spelled out which small ruminant species they see and the limits to such caseloads, especially in certain seasons. Some practitioners have indicated preference for students going into the third or fourth year, or for ones who adhere to certain kinds of clothing or haircut. More generally, they have provided some advance idea of how the student will get housing and food. It takes a lot of staff or volunteer work to obtain such information about the veterinarians; however, knowing such information in advance can save considerable time for a student and for the veterinarians who are contacted.
- AASRP assists students with a grant if needed and if money is available. I believe that need not achievement should be the qualification. Achievers will continue to do what they aim at. More students are more likely still to be trying to find their ways. As a practical matter, I found it not helpful to set a date for applications to be in because students have varying times available and because veterinarians have better caseloads at different times in different locations and with different species. Ideally, one grants most applications as they come in, as long as they spell out reasonable sums needed – until the money in the fund runs out or the year's budget has been reached. (Historical note: The plan was for the Sam Guss Fund to grow so miraculously large that its interest would fund externships and other student largesse!)
- Finally, AASRP needs to receive the students' reports. Students need to know that their reports can help future externs and veterinarians who take externs. I would be loathe to say what should be in each report, but my recollection is that those who kept a daily log seemed to tell us the most about what they had learned, both about veterinary medicine and about the ways veterinarians further the profession – or not. Perhaps providing an on-line guide for such a log would help some students turn in those reports. In any case, reports should be among the initial materials that I forgot to include in how AASRP should help students become successful externs.

Good luck with plans for future externs.

Approved by the BOD January 20, 2012

Past Presidents

2013 Joan Rowe
2011 Joan Bowen
2009 Jim Fallen
2007 Joseph Snyder
2005 Joan Bowen
2003 Paul Jones
2001 Richard Stobaeus
1999 Martin Warbington
1997 Tom Thedford
1995 LaRue Johnson
1993 David McCrystle
1991 Cleon Kimberling
1989 R. Ashley Robinson
1987 Robert Corwin
1985 Russell Rasmussen
1983 Christine Williams
1981 Norman Gates
1979 Sam Guss
1977 Cliff Beck
1975 Robert Simmons
1973 Robert E. Pierson
1971 G. Dewey Brown
1969 Don Bailey
1968 Charles Campbell

Recipients of the George McConnell Award

2005 LaRueJohnson
2003 David McCrystle
2000 Cleon Kimberling
1996 Phyllis Larsen
1994 Mary Smith
1992 Robert Pierson
1990 Russell Rasmussen
1987 Don Bailey

Recipients of the Bailey Practitioner of the Year Award
Initiated in 2005

2011 Not awarded
2010 Glen Zebarth
2009 Holly Neaton
2008 Pat Long
2007 Joan Dean Rowe
2006 Paul Jones
2005 Cindy Wolf

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Lifetime members

Don Bailey

Charles Campbell

2009 Phyllis Larsen

2009 Cleon Kimberling

2009 LaRue Johnson

Veterinary Leadership Conference Representatives

Recent graduates/emerging leaders who attended Veterinary Leadership Conference as representatives of AASRP

Barbara Roberts

LeeAnn Berglund Fosdick

Amy Robinson

Tessa Marshall

Rebecca Kirkconnell

2009 Kelly Still Brooks

2010 Susan Myers

2011 Jonathan Bergmann

Annika Rogers