

# Minutes of the Executive Committee of the AAAPC

4 December 2014

1. **Attending:** Nick Zwar, Sarah Larkins, Grant Russell, Liz Halcomb, Michelle Guppy, Dimity Pond, Michelle Guppy, Kirsty Douglas, Ellen McIntyre, Jodie Baxter, Christina Hagger, Dimity Pond, and Kitty Novy.
2. **Apologies:** Emma Warnecke, Alistair Vickery, Felicity Goodyear Smith, Sue Pollen, Phyllis Lau, Danielle Mazza, Suzanne McKenzie, and Louise Stone
3. **Minutes** of the last meeting, held 16 October 2014 were accepted with minor corrections.
4. **Correspondence to the AAAPC** There was one letter from APHCRI agreeing to roll over the small amount, some \$13,000 of unused funding for APCReN until the end of February 2015, when it will require an end of project report and a CRE proposal Natalie will keep it functional for as long as possible while exploring future funding options.

Letter from United General Practice rejecting the AAAPC request for membership on the grounds that it is not exclusively a General Practice organisation; it was agreed to acknowledge the letter and to keep channels of communication open.

## 5. Business Arising:

- i. APCReN - Centre of Research Excellence* see correspondence above; Nick to follow up by checking the APCReN minutes and then, if authorised to do, forwarding the final project report to the AAAPC executive committee members  
**ACTION: Nick to FU if we need permission for the executive**
  - ii. Lobbying Update – GP academic registrar positions and support.* Louise Stone has been offered an medical adviser position in the department. Nick noted he has been in conversation with a number of people including Nigel Stocks from RACGP and Lachlan McIver from ACRRM. It was decided that Nick would circulate a draft letter addressed to the College, underlining the importance of academic registrar positions and the RRADO position for the committee to look at and provide comment.  
**ACTION: Nick to write letter and circulate to the committee**
  - iii. Request to join United General Practice.* See above
  - iv. New Zealand Matters-update-* 8 new members, all from the University of Otago this month , taking advantage of the reduced rate for the first year of membership. Nick wanted to thank Sue for her push to get as many people joined up
  - v. Social Media Strategy for the AAAPC –Update Jodi.* Still doing two tweets per week and now with 40 followers. Kitty to send Jodi a draft of the Social Media article in the Newsletter
6. **The Newsletter:** To be sent out in the next 2 weeks. This will feature a lead article on Social Media and will include profiles of a number of new members from New Zealand. In the future we shall add New Zealand section to the Newsletter  
**ACTION : KN to FU with the New Zealand members for articles**
7. **Travelling Fellowship:** Discussion on applications and the successful winner. As there were 3 applications after the extension. The criteria we currently use does not expressly state that the travel must be in the year of the fellowship is awarded. It was felt that the criteria needs to be clearer so will bring out a new selection criteria for next year.  
**ACTION: Ellen will look at the criteria and streamline and send to committee for review**
8. **PHC Research Conference:** The team are still awaiting confirmation from the Department for the funding but it looks promising. The conference will be slightly shorter, two and a half days but it is still hoped it will be an

excellent conference with quality research presented and opportunities for networking. Nick was concerned that the shorter format might have an impact on the activities that the AAAPC conducts

**9. Other Business:**

- i. *Research Workforce Study*- Jodie Baxter discussed they were running a survey with PHCRIS and APCRI on future research workforce and was hoping to get the support and the consent of as many of the HODS of the departments as possible She thanked all that had sent back but would like as many as possible to send out to former students and research higher degree students to find out how much support there really is They have contacted 35 HODs and have only had 7 return To contact Jodie if more information is needed  
Liz did asked how will they capture this information from those not in a Department of General Practice. Jodie agreed this is difficult but the survey will be a good start and they are hoping to get some broader information.
- ii. *NAPCRG conference* – At the recent conference Nick was asked to be included on the North American Primary Care Research Group (NAPCRG) International Committee which is chaired by Felicity. Another formal link with AAAPC and NAPCRG.

**10. Finance** \$7,753.45.

**11. New Members** Tim Stokes, Ben Hudson ,Caroline Morris, Ben Gray, Lynn McBain, Lindsay Macdonald, Anthony Dowell, Eileen McKinley( University of Otago)

**Next Meeting February 19<sup>th</sup> Thursday 2015**