

AACA Council Meeting
Monday July 19, 2010
Kahili Boardroom, Hilton Hawaiian Village, Honolulu, Hawaii

Call to order 9:00 am.

Present: Anne Agur, Brion Benninger, David Bolender, Stephen Carmichael, Tom Gest, Noelle Grainger, Julie Hewett, Wayne Lambert, Brian MacPherson, Neil Norton, Todd Olson, David Porta, Larry Ross, Brandi Schmitt, Mark Seifert, Rusty Reeves, Shane Tubbs.

Absent: Carol Lomneth, Alan Richards.

Guests: Sherry Downie, Paul Gobe, Art Dalley, Scott Lozanoff, Todd Hoagland, Ken Jones, Greg Smith, Ken Jones,

1. Approval of the Minutes: Minutes of the October Interim Meeting were approved by the body. President Olson introduced Wayne Lambert and Shane Tubbs as the two newly elected Councilors and welcomed them to the meeting.

2. Bylaws Vote: The President reported that the bylaws were approved by a vote of the general membership that closed on July 18th, 2010 with 92% of those voting in approval. We are now operating under new bylaws. The election cycle has been changed for the positions of Treasurer, Secretary, and Program Secretary. The current Program Secretary (Mark Seifert) has had his appointment extended one year to facilitate this. The 2011 elections will elect an Association Secretary and President-Elect.

4. Committee Reports:

a. Nominating: The full report from this committee is in the meeting Program. Sherry Downie reported that the committee had met monthly by teleconference and presented the 2010 ballot slate within the time prescribed in the bylaws. The President has re-appointed Shane Tubbs and Sherry Downie and added David Porta to the committee. All three were appointed to one year terms. The 2011 ballot will include the Association Secretary, President-Elect, two Councilors-at-large, and one allied health councilor.

b. Clinical Usage of Anatomical Terminology: Sherry Downie reported the committee had been very active since the interim meeting. The full report is in the meeting Program. Major suggestions by the committee were to link Tom Gest's current terminology site to the AACA website. Dr. Paul Gobe (Leiden University) was introduced and gave a brief demonstration of his terminology site. It is open source with a moderator and it could be linked to the AACA site. The AACA logo will be added to both sites and also have links from the sites to the AACA website. It was felt the AACA should take the lead with support from the AAA (now redoing their website). Wayne Lambert (Chair of AAA Anatomical Terminology) was appointed to the AACA Committee along with Mark Hankin for a one year term.

Motion: To charge the Clinical Usage of Anatomical Terminology and the Bylaws committees to come up with a construct to bring to the membership (Olson/Norton - unanimous)

c. Anatomical Services: Brandi Schmitt reported the committee had numerous teleconferences. It had interacted with the American Tissue Bank group to compile accreditation documents. The committee developed three potential topics for the 2012 meeting to pass on to the new committee co-chair.

A paper on Best Practices is still under development for publication in *Clinical Anatomy*. The full committee report is published in the meeting Program. Brandi thanked the council for allowing them to roll over unused funds from the Hawaii meeting for use in Columbus. The committee plans advanced dissemination of information for the Columbus meeting and the ASC symposium. The new bylaws increases membership on the ASC from six to seven, the extra person being the ASC councilor. Carol Lomneth will replace Brandi on the committee for two years. Len Cleary was appointed to a full three year term.

d. Career Development Committee: The full committee report is published in the meeting Program. The committee has been developing themes for 2011 and (translational research) and is in the early stages of planning for 2012. The CDC has developed a website to be linked to the AACA website that lists course nationwide available for individuals to retool to teach anatomy (<http://anatomy-courses.org>), Drs. Hoagland and Benninger reported to council that the CDC had recruited 30 new individuals to judge this year's poster and platform presentations. Presidential appointments to the committee are: Rebecca Lufler (3 years) and Anthony Olinger (2 year).

e. Educational Affairs Committee: The full committee report is published in the meeting Program. The presidential appointment to the committee for a full 3 year term was Rebecca Pratt.

f. Professional Management Committee: The full committee report is published in the meeting Program. Art Dalley, Chair, indicated that the degree of involvement of the management company is the main question. Having served on AAA he noted that their association management is the key to their success. The full charge to the committee has not yet been met but hopefully will be ready by the October Interim Meeting. They plan to compare the AACA to associations of similar size like IAMSE.

g. Journal Committee:

i. Chairs report: was jointly delivered by Ann Agur and Larry Ross. The new Bylaws has installed a new journal committee format. There had been an emergency meeting of the new committee on Sunday night 7/18/10 in which most of council was also present. They had sent Stephen Carmichael three copies of the agreed upon contract. The Journal Committee had met with Stephen at 8 am that morning to re-enforce the fact that the contract had to be signed by the end of meeting today or the EIC position would be viewed as vacant. At this point they had not received word from Stephen or a signed contract. Ann had sent out a full summary of the EIC negotiations to members of Executive Council.

ii. EIC Report: Stephen requested 5 minutes to address council on his feelings regarding the EIC negotiations. He indicated a continued preference for a 5 year renewal term with no contract. Stephen then presented his Powerpoint EIC report which is attached to the full version of the minutes. Highlights included an increase in U.S. submissions, agreement with the EIC contract presented by Council for succession planning.

h. Meeting Oversight and Planning: The Program Secretary reported that the issue of CME accreditation had resurfaced. MOPPC is planning a survey monkey evaluation of the Hawaiian Meeting and would include this question. Abstracts for the Hawaii meeting had been sorted into those described as research (hypothesis-based) and case reports/concepts (descriptive). The MOPPC had limited student awards to the research category. Hawaii abstracts have been ranked as presentation only, presentation and publication, and reject.

ii. 2010 Hawaii Meeting: Scott Lozanoff listed the strengths during his meeting organizing experience as having Julie as Meeting Manager; having the organizing committee (MOPPC); and the nature of the post-graduate course - its success suggesting potential for a recurring plastination course in Hawaii. The weaknesses he noted were the need for better communication within the joint group (when holding joint meetings), too many websites/people involved posting the program on websites, not doing it early enough, and the inability to close registration when needed. At this point total registration was 282 with 4 registered for the post graduate course

only. 81% if the room block was sold out but approximately 118 registrants were not staying on site. This pointed out the need to be sensitive to room rates and in Columbus we are committed to 800 room nights at \$169 at the Hyatt.

- iii. **2011 Columbus Meeting:** Ken Jones gave a full report on the readiness of OSU and Columbus for the 2011 meeting to be held July 12-16. Greg Smith will be the meeting manager.
- iv. **2012 Annual Meeting:** Marios Loukas was present to answer questions on the 2012 meeting proposal in Grenada. Julie had made a site visit and came away with all the information required by the Association to make a decision. Dates for the meeting were set for July 8-13 with meeting occurring only in the mornings, the afternoons reserved for outings and activities.

Motion: Based on the recommendation from the MOPPC, that Council approve Grenada as the 2012 meeting site (Norton/Ross - unanimous).

- v. **Future Meetings:** For future meetings an idea was developed for going to the clinicians. More joint meetings. Get young faculty in direct contact with clinicians. These different format meetings could occur once every 2-3 years.

i. **Membership:** Anne Agur reported that her committee (Kim Soo and Larry Ross) had approved over 130 new members. New members were listed in the meeting Program. The Committee benefitted from a new, more detailed web-based application form. CVs could be requested but not essential, referee could be contacted but must be identified on form. The Secretary stated that the new format had the potential to work very fast – sometimes before he got the names into the online database. It was suggested that new members be notified on a certain day of the week or the admission email mentioning that they should check the database in 2-3 days rather than immediately.

j. **Membership Development:** There was no report from the committee. The President asked that the committee be discharged and a motion was made to that effect (Olson/Norton – unanimous).

k. **Specialty Society Outreach and Liaison:** An electronic report from David Porta is attached to an official copy of the minutes. The President felt that the committee should be discharged and a motion was made (Porta/Bolender – unanimous).

l. **Bylaws:** Carol Lomneth was due to attend the meeting but had yet to arrive due to travel issues.

m. **Financial Affairs:** The official report of the Treasurer is attached to the full copy of the minutes. Neil Norton gave a verbal report at the Council but the financial standing of the association as well as the fell, detailed Cleveland meeting finance report will be presented in Chicago in October. It was noted that a data projector would be required for this in Chicago. Neil reported that strategic planning for the future of the AACA would start this fall with the Financial Affairs Committee.

5. **Association Secretary Report:** Brian MacPherson reported that membership certificates had been sent to all new members as of June 30th and that upon return to Lexington the Einstein members only listserve would be repopulated/updated.

6. **Web Master Report:** After the initial meeting of the ad hoc website committee Brian MacPherson had sent out a request for proposal of a new website administrator who would oversee, in conjunction with council, the development of a new AACA website. Response had not been strong garnering only two applicants. The committee will meet again before the Chicago Interim meeting. The site continues to make enough money to pay for itself (with profit) by charging \$100 for job postings.

7. Listserve Moderators Report: Rusty Reeves made a brief verbal report on the general listserv stats. The full report is attached to the official copy of the minutes.

8. Presidents Report: Todd Olson reminded Council that the Secretary would soon be sending out a request for nomination for the 2011 honored member and distinguished service awards. He also reminded council that October 23rd was looking like the best date for the Interim Council Meeting in Chicago.

9. Councilor Reports: Alan Richards has been working on a special edition for *Clinical Anatomy*; David Bolender reported the Acland CD is still selling; Noel Granger indicated she was remaining busy with various AACA committee work; David Porta announced that his special edition for *Clinical Anatomy* on surgical trauma has nine of sixteen papers received and the seven remaining have sent drafts – for a potential of January 2011 publication; Tom Gest indicated he also remained busy with various AACA committee work.

10. Old Business: Larry Ross reported that Dr. Carmichael had signed the new AACA contract. Copies would now be sent to the BACA for their signature and then sent on to Wiley.

11. Motion for adjournment: 3:56 pm (Norton/Grainger – unanimous)

Respectfully submitted

Brian R MacPherson, PhD
AACA Secretary
