

MINUTES

American Association of Clinical Anatomists (AACA)

Interim Council Meeting

**Saturday, October 20, 2001
O'Hare Hilton, Chicago IL**

The Executive Council was convened on Saturday, October 20, 2001 in Room 2018 of the O'Hare Hilton, Chicago, Illinois at 9:36am, the meeting being called to order by Daniel O. Graney, Ph.D., President.

Members Present: R. Benton Adkins, Jr., M.D., Past-President; Michael A. Casey, Ph.D., Councilor; Daniel O. Graney, Ph.D., President; Geoffrey D. Guttman, Ph.D., Councilor; James W. Holsinger, M.D., Ph.D., Councilor; Brian R. MacPherson, Ph.D., Program Secretary; John A. Negulesco, Ph.D., Councilor; Wojciech P. Pawlina, Ph.D., Councilor; Thomas H. Quinn, Ph.D., Treasurer; Lawrence M. Ross, M.D., Ph.D., Secretary; Carol Scott-Conner, M.D., Ph.D., President-Elect; Andreas H. Weiglein, M.D., Councilor

Members Absent: Stephen W. Carmichael, Ph.D., Editor-In-Chief, CLINICAL ANATOMY

Minutes of the Executive Council Meeting held June 19, 2001 at the Hilton Suites in Nashville, TN were approved unanimously.

PRESIDENT'S REPORT (Dan Graney)

Dan distributed a Mission Statement and Proposal for Formalization of a Developing Clinical Anatomist Committee (this name to replace Young Anatomist Group). A group chaired by Anne Gilroy, and composed of Craig Goodmurphy, Bob DePhilip, Andreas Weiglein, Malia Lewis, David Page, Mark Seifert, David Porta and Brian MacPherson, met at the Nashville meeting and laid the groundwork for these documents. Considerable discussion ensued regarding the best possible name for the committee. In addition to Developing Clinical Anatomists, Clinical Anatomists in Training, Candidates and Clinical Anatomists for the Future were suggested. Although the last name had much support, Dan challenged Council to generate suggestions for the best possible name for the Committee, given the importance of its activities within the AACA. Concerning the proposal to formalize the Committee and its relationship to Council, it was agreed the Committee Chair would attend either the regular and/or the after-meeting Council meeting as an ex officio member. Elevating the status of this committee from ad hoc to standing committee would require an amendment to the Constitution & Bylaws.

Dan next called Council's attention to the working draft of a Constitution & Bylaws revision submitted by Todd Olson as chair of that committee, the other members being Wojciech Pawlina and Mark Seifert, with David Peck and Terry Ma being ex officio. The draft is very much a working document, which includes various committee members' comments. Some Council members had received a two-column document from Todd, but not everyone. Further discussion was deferred until the Committee Reports later in the agenda

Dan next presented an e-mail from Dr. Colin Henrichsen from the University of Tasmania seeking support for a Center for Anatomical Studies and Clinical Skills (CASCS). Anatomy was described as being taught in a Human Biology course within a Problem Based Learning curriculum. Given the lack of information about the CASCS and the nature of the support requested, Council felt it could not respond on behalf of the AACA. Dan indicated he would send Dr. Hinrichsen a reply.

Dan distributed an e-mail from Todd Olson concerning the disparity in awards between the AACA (4) and the AAA (10), and some suggestions for naming these after distinguished members and the merit in obtaining corporate sponsorship, if possible. The natures of the several awards in both organizations were reviewed, and considerable discussion followed. It was felt the AACA's top award (Honored Member), ought to have an individual's name, while others might be a combination of distinguished member and corporate sponsor. Dan indicated he would discuss the formation of an Awards Committee with Todd Olson and Sandy Marks. Dan distributed a letter from Art Dalley in which several names were presented for consideration for the Honored Member Award. The need to identify worthy female candidates was discussed, and the importance of a service award for the AACA emphasized. From the several names presented in Art's letter and others raised by Council, Bob Acland was nominated and approved unanimously by Council. The discussion concluded with a recommendation that the new Awards Committee give high priority to the creation of a Service Award.

TREASURER'S REPORT (Tom Quinn)

Tom informed Council he had just received information from Art Dalley regarding receipts and expenses from the Nashville meeting. The scientific session gross income was \$41,945.00 with expenses of \$40,211.76, thus producing a profit for the Association of \$1,733.24. The Postgraduate Course gross income was \$6,970.00 with \$5,882.07 of expenses for a profit of \$1,087.93, for a total profit of \$2,821.17 for that meeting, though a few minor expenses were still pending.

Tom next asked Council to turn to his Projected Budget for 2003 document, noting this was a very long range projection for planning purposes (Appendix A). Tom informed Council that we now have 541 members but that between 90 and 100 have not paid dues, some of which are students, retirees, and Honored Members. Although \$500 had been budgeted for HDAC, no donations had been received. Interest received should stay about \$5,000 and although no profit is budgeted from the scientific meeting, \$2,500 has typically been realized from the postgraduate course. Andreas indicated he was anticipating approximately 400 attendees at the Graz meeting, and that credit card registration would be available. Given the September 11th tragedy and the effect a similar event would have on cancellation of our meeting, it was suggested that we investigate what meeting expenses we would still be responsible for payment, and the cost of cancellation insurance. Concern was raised about the early dates for the Gainesville meeting, and the effect of revenue. Wiley-Liss Editor support is currently \$19,992, and it was noted that the contract with Wiley-Liss was due to expire soon. In his review of expenses, he noted that accounting and secretarial expenses should be about the same, but that postage costs might increase with a European meeting, and \$1,500 was budgeted. Considerable discussion followed about further reducing postage costs if electronic balloting could be done. Other administrative costs were reasonably accurate, but Brian MacPherson indicated the Web Site cost could be

reduced to \$250. Tom was charged by Council to look into implementation of credit card dues payment. Tom then reviewed the amounts for our various awards and related some of the problems with student awards (travel stipend vs. income), and finally \$1,500 for the Presidential Platform Award (travel reimbursement) was added to the budget. Tom then reviewed expenses for the Editor's Office, noting the \$33,000 figure represented Steve Carmichael's office only, having heard nothing from AACA Editor Bob Leonard concerning his possible expenses. Mayo Clinic's contribution to the Journal is space and Steve's time. A major portion of the money going to Mayo is for Bev Northouse at 0.4 FTE. It was also urged that the editor offices utilize electronic manuscript review to the extent possible. It was recommended that \$1,500 be budgeted at this time for the AACA Editor Office. Tom raised the question of library Journal subscriptions, and Dan indicated a great many issues and questions were pending with Wiley-Liss. These and other issues such as electronic access would have to be considered as the contract with Wiley-Liss is reviewed and/or bids from other publishers sought. The present contract with Wiley-Liss expires at the end of 2002, and Wiley-Liss needs to be notified by mid-year. Travel to the BACA and site visit travel figures seemed reasonable, but utilizing a European Council member could be a cost cutting alternative. Tom also informed Council the Association had \$29,888 in a Money Market account, and \$31,693 and \$21,391 in two (2) Certificates of Deposit. Council was of a strong opinion that consideration of an increase in membership dues should occur at the June 2002 meeting and should be based upon the most accurate budgetary information possible, especially as regards to the Journal. Tom concluded his report by asking Council members to keep him informed of potential increases or new expenses that are planned or discussed by various committees or groups.

SECRETARY'S REPORT (Larry Ross)

Larry informed Council that correspondence had gone out to various administrators at the home institutions of the Student Award winners to garner awardee and AACA recognition. A combination thank you letter and early invitation to exhibit at the Gainesville meeting had been sent to the Nashville meeting commercial exhibitors as well as two(2) potential new exhibitors (MOPEC and Karger, Publishers).

He had determined that new members since the Iowa City meeting had not received a membership certificate. He asked where new certificates were to be produced, and the best manner in which to identify the members who needed one. Tom Quinn indicated the old master copy was no longer available at Creighton, He agreed to send the embosser to Brian MacPherson who would re-create the certificate. The five lists of approved new members starting with the 1999 Interim Council Meeting would be collected.

Larry asked Council's advice concerning an appropriate site for the membership records, as he as Secretary had never had occasion to consult the files. He had almost relocated them to the University of Texas where they would have been lost in the June flood. They had previously been in the keep of Bob Leonard who needed them for creating the Directory, which now was electronic. The need to retain the files once an applicant has been approved was raised. One suggestion was to transfer the files to the University of Kentucky since Brian was overseeing the electronic directory, but decision to transfer the paper files was deferred. Brian indicated he needed to have the new member lists starting with the Iowa City meeting in order to update the electronic directory.

PROGRAM SECRETARY and WEBMASTER Report (Brian MacPherson)

Brian referred to his report, reviewing attendance information at the Nashville meeting, and his interactions to date with Lisa Booher concerning the Gainesville meeting. He hoped the mailing would go out in January. He reminded Council a Presidential Platform Award would be initiated at the Gainesville meeting (with a \$1,500 travel stipend), and that Council had approved an increase (\$100) of the late registration fee. He called attention to increases in banquet costs, the need to explain to AACA members that the Postgraduate Course is designed for basic scientists and not clinicians, though many do attend. He concluded his report noting the Educational Affairs Committee needs to revitalize the symposium that has been a regular feature of our meeting and that a 'Developing Anatomist' event would occur in Gainesville. A suggestion was made to initiate sessions, perhaps at the Educational Affairs Symposium, devoted to the process of creating lectures, lecturing techniques, computer based lessons, PowerPoint presentations, etc. It was pointed out that many institutions now have teacher-scholar programs, which deal with this process.

His WebMaster report noted some recent changes in the site to provide presence for the Willed Body SIG and the Educational Affairs Committee, as well as a change in the base software and housing site (a less expensive site). Lastly, he reiterated his need for past new member lists since the Iowa City meeting, to update the electronic Directory.

FUTURE MEETINGS

19th Annual Meeting – Gainesville, FL 2002 (Dan Graney)

Dan Graney reported that he and Al Pawlina had sited visited Gainesville, and met with Lynn Rommrell and Lisa Booher who has been the major planner and organizer. He indicated that the hotel facilities were very new, and that the city itself was a typical small university town. He described the facilities at the Brain Institute, site for the Postgraduate Course.

1st Joint AACA/EACA Meeting – Graz, Austria 2003 (Andreas Weiglein)

Andreas used a PowerPoint presentation for Council, and indicated the meeting would be very international in that besides the AACA and EACA, anatomical associations from Britain, Australia, New Zealand and Japan were invited to attend the 2003 meeting. The dates for the meeting will be July 8th – 11th, 2003 at the Institute of Anatomy, with the Postgraduate Course on Common Invasive Procedures being held on Saturday, July 12th. He indicated that up to 120 participants could be accommodated for this course. Monday, July 7th is reserved for various meetings, such as our Executive Council. Online and credit card registration will be available. Several hotels will be available within walking distance to the Institute, and public transportation is readily available as well. Preferred air carriers (United Airlines for the US) have been identified. A diner reception will be held July 8th hosted by the governor at the castle, and a diner reception by the mayor on July 9th at a brewery. On July 10th, a non-seated conference diner will be held in a medieval castle. The accompanying persons program has been arranged and includes visits to the famed Lipizzan stallion stud farm, guided city tours and trips to nearby castles. Post-conference tours on the traces of the Austrian Royals – the Hapsburgs, have been set-up. A 3 day trip from Graz to Salzburg, Linz and Vienna, leaving Sunday, July 13th and returning July 15th will cost approximately 265 Euro-dollars (<\$250 US) for first class accommodations. A 5 day trip to include Bad Ischl, Salzburg, south Germany and Innsbruck at

465 Euro-dollars. Andreas also mentioned that Postgraduate Course participants would receive certification paperwork from the Austrian Medical Society, which may be granted credit here in US.

Correspondence for Meeting of 2004 and Beyond (Larry Ross)

Larry called Council's attention to a letter sent to David Bollender at Medical College of Wisconsin; Don Hibelink at Univ., of South Florida; Steve Carmichael at Mayo Clinic, Greg Smith at St. Mary's College; Jim Potchen at Michigan State University and Mark Seifert at Indiana University. Several questions concerning facilities and commitments were asked in the letter. The only reply to date was from Michigan State University, and was vague in terms of commitment. It was believed however that an invitation to meet at St. Mary's College in the San Francisco area was likely. Wojciech Pawlina indicated their interest in hosting the 2005 (due to be joint with the BACA) or 2006 meeting, depending upon the site of the 2004 meeting. The attractions of a meeting in western Canada in 2005 were discussed, and Brian MacPherson indicated he would make some further inquiries with former Canadian colleagues.

COMMITTEE REPORTS and APPOINTMENTS

Constitution & Bylaws Committee (Al Pawlina)

Dan Graney called Council's attention to the working draft document submitted by Todd Olson. Al Pawlina described how the process had been done largely via exchange of e-mails. Council was charged with editing the document and passing those onto the committee.

Educational Affairs Committee (Mike Casey)

Mike described the passing of the torch to David Porta and himself as Co-Chairs of the committee, and reviewed the report they prepared for Council. He noted that David Page and Mark Jensen would continue their liaison with the Association for Surgical Education (ASE). Brett Oxenberry agreed to head a subcommittee to generate a document defining the anatomical curriculum for dental education (a companion to the existing medical education document). He indicated the Clinical Anatomy of the Neurological Examination document is nearing completion, pending a couple of additional clinician reviews. Possible topics for the Education Affairs Symposium are AAMC processing of curricular information, teaching Gross Anatomy based upon what is expected of senior medical students and residents, or the value of history of Anatomy to medical students. Considerable discussion ensued about consulting clinicians; some of who have vested interests in anatomy, while others do not and are therefore negatively biased.

Financial Affairs Committee (Tom Quinn)

Tom reported that the committee members present at the Nashville meeting, Todd Olson and Neil Norton signed off on the audit. They raised the possibility of a gifting/financial planning flyer be included in a future mailing to the membership, as other organization had had some success with such an effort in raising funds.

Journal Committee (Dan Graney)

Dan noted that Carol Scott-Conner, as President-Elect will be chairing the committee. He reminded Council of the journal related issues already discussed earlier relating to a new contract with Wiley-Liss or a new publisher, and projected expenses of the two editor offices. Carol reminded Council it had decided the Treasurer should be a member, to facilitate that office being

in the loop on financial issues. At Carol's suggestion, two additional appointees were made: Andreas Weiglein and Art Dalley. Council approved these.

Membership Committee (Carol Scott-Conner)

Dan indicated that he and Carol had in fact co-chaired the committee, as his name continued on the WebSite. He called attention to their report in which 19 new active members and 1 reinstatement were approved since July. For the year 2001, we had gained 40 new members as active, associate or reinstatements. He indicated the need for the electronic application page to have a note to the applicant to send an electronic CV. Dan also introduced the idea of expediting the approval of student or Associate Member applications around Christmas to correspond more closely with the dues notice. He suggested the Membership Committee review them, and approved by the committee on Council's behalf. A motion was made, seconded, and approved by Council to implement this process.

Nominating Committee (Ben Adkins)

With offices to be filled listed on the agenda, Ben asked Council for potential candidates. He asked and Larry Ross agreed to stand as a candidate for another term. Names suggested for the 1 Basic Science Councilor position were Anne Agur, Dave Bollender, Scott Lozanoff and Pat Tank. Names suggested for the 2 Clinician Councilor positions were Michael von Ludinghausen, Robert Spinner, Allan Richards, Jim Collins and Larry Mathers.

COUNCILOR REPORTS

Mike Casey – Mike distributed his report containing ideas for Educational Affairs Symposia, one for clinician input into anatomical curriculum content, the second for history of anatomy and assistance to clinical anatomists for organizing this information for potential lectures. His report also raised his interest in the formation of Medical Gross Anatomy Course Directors Special Interest Group (SIG). Andreas asked that suggestions be passed onto him as he plans the Graz meeting.

Geoff Guttman - Geoff described his efforts in creating a web based test item bank in which individuals can contribute items in Gross Anatomy, Histology, Embryology or Neuroanatomy, as well as items appropriate for dental, nursing and/or physical therapy courses. Multiple choice and matching formats can be entered, and will be password protected. Item usage statistics would be asked as well. Geoff indicated he had received 10-15 e-mails from interested individuals. It was suggested that access be restricted to individuals submitting 10 items. Images can be attached to the items. He indicated he could process Word documents. He also expressed interest in creating a booklet for new anatomists, perhaps entitled 'What I Wish I Knew Before I Started this Profession'

Jim Holsinger – Jim indicated he had just returned from a visit to Shandong University in China which has a strong medical program, and Sezhuan University with which the University of Kentucky has close relationships (Medical University of South Africa being yet another). He indicated these universities had some excellent anatomists and had encouraged them to join the AACA. He indicated the China Medical Board was still active. He described the merging of 11-12 national medical schools into regional universities. There was further discussion of the AACA's several international initiatives and contacts.

John Negulesco – John referred to his written report in which he suggested the Journal consider devoting space to topics dealing with history of anatomy, controversial concepts and anatomical art. John’s suggestions were referred to the Journal Committee for further consideration.

Al Pawlina – Al mentioned his plans to attend a meeting of Asian anatomists and to visit South Africa. He also described his continued interest in the development of professionalism in medical students and the role of anatomy as the place to introduce professional values. He will work with the Educational Affairs Committee in this regard.

Andreas Weiglein - Andreas referred to his written report in which he described his attendance at the BACA Summer meeting in Glasgow, Scotland. His report noted the BACA has 217 members, and that Stuart McDonald was officially introduced as the BACA Editor, and Ray Scothorne was honored. He presented the Graz 2003 meeting to the BACA. He also reported on the EACA Meeting in Montpellier, at which there were no Americans present due to the September 11th tragedy. There are only 152 EACA members, and his report cited the officers for the EACA. His report also included information regarding concerning other anatomical associations that have received invitations to attend the Graz meeting, as well as other information noted above under Future Meetings. A website for the Graz meeting would be created soon.

OLD BUSINESS

none

NEW BUSINESS

The Honored Member and Award Names items listed under New Business were dealt with earlier in the meeting.

Carol Scott-Conner called Council’s attention to a letter she had received from AACA member, Somes Guha, M.D., together with a letter to the AAA Newsletter in which he proposes Clinical Postgraduate Anatomy. She felt it was an interesting idea, but did not see any of the American Boards being interested at this point. Dan noted the general lack of initiative on the part of the Council of Deans of the AAMC concerning the widespread (beyond just anatomy) shortage of basic science teachers. The AAA seems to increasing interested in the educational mission. At this point, FASEB has not been active.

There being no further business, the meeting was adjourned at 4:25pm.

Respectfully Submitted:
Lawrence M. Ross, M.D., Ph.D.

