



Minutes
AACA Interim Council Meeting
Saturday, October 24, 2009
O'Hare Hilton – Chicago IL



In Attendance: Anne Agur, Brio. Benninger, David Bolender, Stephen Carmichael, Tom Gest, Julie Hewett, Carol Lomneth, Brian MacPherson, Neil Norton, Todd Olson, David Porta, Rusty Reeves, Alan Richards, Larry Ross, and M. Seifert.

By Telephone: Art Dalley, Sherry Downie, and Brandi Schmitt.

Absent: Noelle Granger.

CALL TO ORDER: 9:00 a.m.

1. **APPROVE AGENDA .** There would be one adjustment – move awards to working lunch (Reeves/Porta – approved).
2. **APPROVAL of MINUTES.** The minutes of the July 13th Council Meeting in Cleveland were approved as amended (Richards/Benninger – *unanimous*).
3. **APPOINTMENTS.** Neil Norton as AACA Parliamentarian.
4. **COMMITTEE REPORTS**
 - a. **Nominating** (Sherry Downie by ☎): The 2010 ballot will include candidates for Treasurer, 2 Councilors-at-Large and a Clinical Councilor. One email requesting nominations has been sent out and the committee is starting to form the potential ballot.
 - b. **Clinical Usage of Anatomical Terminology** (Sherry Downie by ☎): Three websites have been outlined on Tom Gest's councilors report. A terminology search engine has been suggested for incorporation into the AACA website. The committee felt it should reach out to PT and other clinicians. FICAT is changing to a program - FIP - so it may contact the committee to coordinate the efforts.
 - c. **Anatomical Services** (Brandi Schmitt by ☎): The new By Laws revision now better describes the committee. No symposium was scheduled for the Hawaii meeting due to conflicts of interest – the previous request being dropped. They offer topics for inclusion in the other planned symposia – best practices, tracking, etc of plastinated specimens. At the 2011 meeting they suggest topics like serology – testing of accepted donors, and whole body donations. A draft on best practices is being readied for publication in Clinical Anatomy. Their two year strategic plan has been fulfilled – year one being a support role for other symposia in Hawaii; year two being serology with donated bodies in Columbus. The revised By Laws now provide a rationale for the committee as well as a description and clarifies roles of councilor versus ASC co-chair..

Motion: To refer the role of the ASC at the Hawaii meeting to the MOPCC (Norton/Benninger – *unanimous*).

Motion: To forward ASC cadaver testing symposium for 2011 to the MOPCC for consideration (Seifert/MacPherson – *unanimous*).

- d. **Career Development** (Brion Benninger): The co-chair arrangement of the committee is working well. The committee plans to publish the academic employment survey to the website as well as in *Clinical Anatomy*. The 2010 Harvard-Macy Program in Educational Research is focused on faculty development. The committee is requesting an annual symposium at future AACA meetings.

Motion: Approve the concept of an annual symposium and defer approval until a recommendation from MOPCC on the three year planning from the CDC has been received (Olson/MacPherson – *unanimous*).

There was some concern on Council on overlap of interests between the CDC and the EAC.

Motion: The CDC consider value of having a subcommittee of young faculty beginning in their academic career. (Bolender/Benninger – *unanimous*).

- e. **Educational Affairs** (Tom Gest): Tom presented to committee's report (attached to the official minutes of the Interim meeting). The Educational Affairs Committee requires restructuring in the bylaws and this would be referred to Carol Lomneth and her committee.

Motion: The EAC symposium topics be outlined well in advance of upcoming meetings similar to the 2 year planning of the CDC (Bolender/Porta – *unanimous*),

- f. **Professional Association Management** (Art Dalley by 📞): The committee headed by Art Dalley received its charge from the President. Increased efficiency might allow this change to pay for itself. The committee will meet monthly by phone until the deadline for its report in Hawaii. Anne Agur will act as committee vice-chair to structure the committee's activities. The committee should outline AACA needs first then what percent of the AACA budget will be required to do this. It was suggested they investigate associations of similar size that utilize professional management (not the AAA), perhaps IASME or American Association of Executives.

- g. **Journal** (Anne Agur/Stephen Carmichael): Anne Agur reporting as Journal Committee

Chair outlined the time frame the committee had discussed in appointing/reappointing the EIC for the next term in leading the Journal. In addition, she indicated the committee

was concerned on how to reverse the trend in manuscript submissions as well as increasing the impact factor.

Stephen Carmichael presented the Editor-in-Chief's report for the journal (attached to the official minutes). One clarification included the fact the number of manuscripts accepted/published reported was from October to October – a 12 month period. He had retained the same committee for the *Keith and Marion Moore Blue Box Award* for the 2009 publication year – and they were working hard.

- h. **Meeting Oversight & Program Planning** (Mark Seifert): A thorough Program Secretary and Meeting Manager's report was presented and is attached to the official copy

of the minutes.

Motion: To give the MOPCC authority to approve request for funding for symposia annually (Norton/Porta – *unanimous*).

Motion: To refer the topic of benefits/pitfalls of offering CME credit at meetings to the membership committee (Porta/Benninger – *unanimous*).

- i. **Membership** (Anne Agur): The report of the committee is attached to the full version of
of
the minutes. The Chair (Anne Agur) was working closely with the Secretary in redefining the membership application and process and making required changes to the website. Major changes planned: no CV is submitted with the application but can be requested; no letter of reference is required – but a name and contact information must be submitted and that person could be contacted by the committee for clarification; more information on the application would be collected (teaching areas, etc.).
- j. **Membership Development** (Alan Richards): This report is attached to the full version of the minutes.
- k. **Specialty Society Outreach & Liaison** (David Porta): This report is attached to the full version of the minutes.
- l. **Bylaws** (Carol Lomneth): This report is attached to the full version of the minutes.

Motion: To stagger Executive positions to better space executive elections year by year (Porta/Benninger – *unanimous*).

It was felt that this would help rectify the issue of elections of SIG members.

- m. **Financial Affairs** (Neil Norton) This report would be given in conjunction with the Treasurer's Report.
5. **TREASURER'S REPORT** (Neil Norton): The Treasurer reported a thorough analysis of the Association's income and expenditures. The full report is attached to the official copy
of
the minutes.
- Motion:** The Treasurer would work with the award winners and invited guests to annual meetings to arrange airfare and help insure this was done in a fashion
that
facilitated cost impact to the association. (Porta/Bolender – *unanimous*).
6. **ASSOCIATION SECRETARY'S REPORT** (Brian MacPherson): The full report is attached to the official transcript/copy of the minutes.
7. **WEBMASTER'S REPORT** (Brian MacPherson): The full report is attached to the official transcript/copy of the minutes.

Motion: That an ad hoc committee on the development of the new website be struck (Benninger/Porta – *unanimous*).

A number of councilors volunteered for the committee (Tom Gest, Brion Benninger, Mark Seifert, Anne Agur, Julie Hewett and Brian MacPherson). An issue of concern was the “rebranding” of the AACA.

Motion: All meeting info from 2011 forward, be put on the AACA website. (Benninger/Porta – *unanimous*).

8. **LISTSERVE MODERATOR'S REPORT** (Rusty Reeves): The full report is attached to the official transcript/copy of the minutes.
9. **PRESIDENT'S REPORT** (Todd Olson): ***This portion of the report was conducted during the “working luncheon at approximately 12 noon*** The secretary reported that 2 nominations for Honorary Member had been received – Carlos Machado and Ray Gasser. No nominations had been received for the Adkins Service Award. After a presentation of the CVs for the two nominated individuals a vote was taken and the Secretary announced that the Honored Member for 2010 would be Dr. Ray Gasser.
10. **COUNCILOR REPORTS** Aide from a report for David Porta on the composition of the upcoming special issue of *Clinical Anatomy* on cadavers and trauma research, the various Councilor reports had been covered under their topics above in the minutes.
11. **OLD BUSINESS** – none reported
11. **NEW BUSINESS** – none reported

ADJOURNMENT: 5:03 p.m.

Respectfully submitted

Brian R. MacPherson, PhD
Association Secretary