



Minutes – 2017 AACA New Council Meeting
Sunday, October 29, 2017
Houston Airport Marriott
Houston, Texas
Sam Houston I Room

Council Members Present: Stephen Carmichael, Alan Detton, Philip Fabrizio, Tom Gest, Anne Gilroy, Caitlin Hyatt (*ex officio*), H. Wayne Lambert, Lisa Lee, Marios Loukas, Neil Norton, David Porta, Alan Richards, Rob Spinner, Shane Tubbs (*ex officio*), Peter Ward

Council Members Absent: Anthony D’Antoni, Angela McArthur

CALL TO ORDER: 8:01 a.m.

1. **CALL TO ORDER** ----- 8:00 a.m.
2. **APPROVAL OF AGENDA** ----- 8:00 a.m.
3. **APPROVAL OF MINUTES** ----- 8:00 a.m.
4. **PRESIDENTIAL UPDATE** ----- 8:02 a.m.
Marios suggested that we add an interim conference call in (or near) March. Skype, Google hangouts, or conference call could be used to check in with the council.

Marios is also interested in strengthening our relationships with sister societies; perhaps hosting a “Clinical Anatomy” session at the AAA. We could also reach out to other societies in Central America, South America, and beyond to promote our association.

Some *ad hoc* committees are being formed. Wayne will update us on one ad hoc committee that will reach out to new members. Marios would to reinstate groups working on Continuing Medical Education hours (Under EAC) and the Certification of Anatomists in dissection, embryology, clinical anatomy, and other areas (EAC and CDC). We should solicit membership in those *ad hoc* committees to find interested members. The “self-plagiarism” *ad hoc* committee has already been discussed on the listserv.

Marios has contacted Brandi and he will call in to the AGC on the November phone conference. Some members of the executive committee will be invited to sit in on the call.

5. **REPORTS**
 - a. **Educational Affairs Committee** ----- 8:15
Chair's Report (Giannaris)
EAC has met three times. Possible symposium topics include: Teaching clinical anatomy to certain specialties, Clinical anatomy for allied health professions, Education and Testing, follow up Jeffrey Karpicke’s talk at Denver meeting.

For the Breakfast meeting the EAC is considering a survey of the membership to see what topics are best to address during resident training for various specialties. This could lead to a publication and/or future symposium.

b. Clinical Anatomical Terminology Committee ----- 8:24

Chair's Report (Gest)

The CAT committee has been working with a Dutch company called Incision, reviewing the terms that the company uses. This is going through a double-vetting process and is a bit time-consuming.

Evan has created a “definition machine” in a google doc and it is being transferred to an online form. The committee attempts to create a very concise and minimal (but accurate) definition of each structure.

The committee moved from conference calls to Zoom (with a brief period using Google hangouts) and this is saving the association a considerable sum. The committee has two vacancies and they are interested in adjusting bylaws to insure motivated individuals can join and be retained. Gaining this flexibility will require some adjustments to the bylaws so the committee can have some additional members.

c. Brand Promotion Committee ----- 8:32

Chair's Report (Wisco and Ward)

- 1) Regional Meeting was well received and reviewed. There was some disappointment that more students didn't show, but the content was excellent. Vendors also really liked the close interaction.
- 2) We plan to contact anatomy institutions at future Regional Meetings (Georgetown in 2018, then Bellarmine in 2019) for academic partnerships.
- 3) We are interested in helping to establish a fund to support student travel to meetings. We would like the Council to consider a silent auction (like IAMSE) to raise funds. Vendors could be approached regarding scholarships but this should go through Caitlin, since she has a sense of which vendors may feel over-stretched from their current contributions.
- 4) We would like to order a minimum number of golf t-shirts and scrub tops for sale at the annual meeting. Council enthusiastically supported this project.
- 5) Social media presence on Twitter and Linked-In is going well. We would like to encourage SIG's to report news through Twitter which can be cross-posted to Facebook.
- 6) Spotlight members has been going well. We still have some trouble getting information from student award winners. We may be able to pass some of that responsibility to their advisor or sponsoring member. Could we request a short bio when they submit their abstract?
- 7) We would like the BPOC to gain By-Laws status as a standing committee, or a SIG. Council has approved that motion and we can suggest that change to the bylaws. These changes to the bylaws will need to be voted on by the members during the next election cycle.

Council suggested that we phrase the funds we raise from shirt/scrub sales and vendor donations as “meeting scholarships” instead of “student scholarships” so that it could

also defray meeting costs for students or faculty. Perhaps some meetings could focus on student travel costs and others could focus on general membership.

Finding ways to increase retention of student presenters should be one of our association's foci in the coming years. Following up with these students and asking what might pull them back into the meetings. Could a post-conference session directed at students be explored? Perhaps a separate registration (1-2 days) for students?

Rob believes the biggest problem we need to address is the loss of connection between surgery and cadaveric anatomy. We could sponsor a session at specialty meetings, perhaps including dissection at a nearby affiliated institution. Instead of the exorbitant cost of surgical cadaver procedures. Marios will contact the American College of Surgeons to see what topics they might be interested in pursuing. The radiology society meeting is another option. Rob suggests that we focus on one group and see how we could contribute to their program and expand thereafter.

d. Career Development - - - - - 9:08
Chair's Report (Greene)

The CDC organized the comments from judges and is getting that information back to the presenters. The scavenger hunt cards went well. We could go a bit further to encourage the students to engage with the people who are signing. Perhaps informing the mentors ahead of time. Sarah will take these suggestions to the CDC.

How to streamline the judging process and use a database so the categories are pre-filled and things like names and poster numbers are already present. This may be possible in Google documents, which is what we already use. Perhaps a drop-down menu could be added? Caitlin and Ashley have done similar things in the past and can assist the CDC.

Council recommended that we insure that judging instructions are given at the beginner level. A demo (at the meeting or via video) on how to fill out the forms would be useful.

No firm plan is in place for the CDC breakfast meeting.

e. Anatomical Services - - - - - {9:30 - 20 min}
Chair's Report (Conley and Ward)

Since the meeting in Minneapolis, ASC has met by phone twice. We have two new members in the committee, James Coey and Dianne Person.

The focus of our work since the last AACA meeting has been to identify a topic for our symposium in Atlanta. We have done that and the topic will be HIPPA laws and their application to anatomical donation and use of anatomical donations in education and research. Anne believes this topic is very timely and that students need to treat the donors in the same way they would treat patients, including respecting privacy.

We are working now to identify speakers that would be able to discuss this topic in a wide scope so that the information and discussion will apply in context of areas important to our membership.

The recent Routers story was discussed along with the importance of distinguishing for-profit tissue sales from legitimate donor registries.

f. Membership Committee ----- 9:39

Chair's Report (Lambert)

President elect, Wayne, is chair. Wayne is concerned that we are no longer vetting or welcoming new members. He has suggested a new *ad hoc* welcome committee. Approximately 7-8 members of the association would serve as the “welcome wagon” to new members so that they can interact with the association to a greater degree. Wayne would like to get a list of 7-8 members at various stages of their career who would serve as contacts for incoming members and help them find any resources we offer. Include information about our committees, committee chairs, and journal.

Wayne would like to work with ASC to create a pamphlet to send out to willed body programs to raise awareness of our organization in the anatomical services community.

g. Bylaws Committee ----- 9:56

Chair's Report (Bubb)

The first meeting will occur in the first week of November. The committee would like to invite members to review the bylaws and offer suggestions. Council has several proposed changes to the bylaws that will be sent to the committee. Moving the BPOC to standing committee status, changes to the CAT committee membership, the ad hoc welcome committee, change new officers taking offices at the end of the meeting instead of the business meeting.

BREAK

6. MOPP Committee ----- 10:20

a. Program Secretary/MOPP Committee Chair's Report (Porta)

Meetings are going well, two conference calls have been made.

b. 2017 Annual Meeting Report (Porta/Hyatt)

The 2017 survey has been shared with the SIGs. New software was used for abstract submission. Only 10 abstracts returned for resubmission. The post-graduate course was very well received. We tried to encourage more histology and embryology abstracts but the response was not tremendous. No platform sessions ran over time and moderators did an excellent job. The abstracts were submitted to Wiley and after some formatting issues, they will be in print by the end of the year.

The council discussed ways to promote the quality and visibility of the platform presentations. We would like the MOPP committee to find ways to bring established speakers into the symposia alongside the students.

The change in poster size was well-received but the slightly unusual size made it difficult to print at a commercial print shop. The posters being up during the whole conference was also very well-received.

Council discussed ways to promote inclusion and diversity on council and at meetings.

The regional meeting at A.T. Still University went very well. The e-posters worked nicely but this was feasible due to the low number of students present. This may become more ubiquitous in the next decade.

c. 2018 Annual Meeting Update

(Porta)

Our local hosts, Larry and Sarah, are working on the post-grad course, likely related to orthopedics. ASC and EAC will be having symposia. Abstracts are expected to open November 22. Authors must register by 5/5/18. The abstract fee will increase modestly but is notably less than similar organizations.

d. Future Meetings

(Porta/Hyatt)

Future regional meetings will occur in 2018 (Georgetown), 2019 (Louisville) co-located with HAPS. AMI is interested in a co-located meeting, possibly in 2022.

The 2018 annual meeting will be in Atlanta, 2019 in Tulsa, 2020 is undecided but Seattle, Spokane, and the United Kingdom have been suggested. Currently only Seattle has submitted a packet. Stephen Carmichael will contact Stuart McDonald to see if a meeting in the U.K. with BACA is feasible. In 2021 we are tentatively looking at the University of Texas at Fort Worth.

7. **JOURNAL COMMITTEE** (Lambert) ----- 11:41
Clinical Anatomy has its highest ever impact factor: 1.8. ~500 papers submitted this year, ~1300 reviewers. Thus far in 2017, we have published 285 original communications, 41 reviews, 25 education papers. Upcoming special issues will address ocular surgery and transgender surgery. All signs point to 2018 being even better.
8. **WORKING LUNCH** ----- 12:00
9. **AWARDS** (Ward) ----- 12:00
 - a. 2018 AACA Honored Member - Anne Agur
 - b. R. Benton Adkins, Jr. Distinguished Service – Council voted against granting this award in 2018.
10. **POSITIONS FOR 2017 ELECTION** (Ward) ----- 12:20
 - a. **Program secretary**
 - b. **Special Councilor – Anatomical Services**
 - c. **Two Councilor-at-Large positions**
11. **ASG REPORT** (Hyatt) ----- 12:25
At the end of this year there will likely be an overage. This is most directly due to the regional meetings, which were not part of the original arrangement between ASG and AACA. Neil stated that we need to delineate what things are to be done by ASG and what things are to be done by our committees. This is particularly true of the regional meetings and the BPOC. We should place some limits on ASG time.
12. **TREASURER’S REPORT** (Gest) -----12:35

The checking and investment accounts are doing well. Some money was spent on front-loading the fees for our investment account.

We made a profit at the annual meeting although the returns were less than previously. Catering at the Minneapolis meeting was considerable but increased corporate sponsorship due to ASG was a major factor in making our meeting profitable. The postgrad course and regional meeting did not generate a tremendous amount of money but were profitable.

Membership remains steady, as does the journal. Conference call charges went down considerably since the CAT committee shifted to Google hangouts and Zoom. Web income has risen considerably, largely due to the increase of \$50 in job listings.

We will need to discuss the plans for using the money coming from our investment account. The financial affairs committee will begin discussing options for using this money in conjunction with the executive council. The plans will then come back to the council for discussion. Marios is in favor of a long-term plan that grows the investment and that we should be cautious about spending up until we reach the million-dollar mark.

BREAK

13. **OLD BUSINESS** ----- 1:05
- a. Vendors and human materials at AACA Meetings - Who approves or denies vendor applications? We will send back to the ASC for recommendation on who has final say in approving/denying them and communication with vendors who may be denied.
 - b. Presidential speaker search – Eduardo Rodriguez – addressed during MOPP report
 - c. Self-plagiarism definition committee – addressed during MOPP report
 - d. Harassment allegation at annual meeting – in executive committee
14. **NEW BUSINESS** ----- 1:15
- a. IFAA offices up for election in 2019 – Stephen Carmichael
Who do we want to put up for the available offices. Five-year terms. There may be significant international travel involved, nominees should be informed of that aspect.
 - General Secretary
 - Treasurer
 - Editor of Plexus
 - Chair of FIPAT
 - Chair of FIPAE
 - Chair of Supranational Projects
 - Secretary
 - b. HAPS has requested we fund Anne Agur to attend their meeting in Columbus as the AACA-sponsored speaker. Marios will contact some of the AACA-HAPS members to create a bilateral relationship between the two organizations, with equal sponsorships at each meeting.
 - c. Caitlin will send out a poll for the best time for an interim council meeting in March.

ADJOURNMENT: ~ 1:43 p.m.