



**MINUTES – 2024 AACA Interim Council Meeting**  
**Sunday, November 4, 2024**  
**Zoom Meeting**  
**9:00 AM – 2:00 PM Eastern**

**Attendees:** Shane Tubbs, Anthony D’Antoni, Mathangi Rajaram-Gilkes, Kathleen Bubb, Mohammed Khalil , Ameer Raof, Mahindra Anand Kumar, Guenevere Rae, Yoko Tabira, Estomih Mtui, Nirusha Lachman, Kazzara Raeburn, David Ezra, Marios Loukas, Jennifer Walls

Call to Order – 9:04 AM (Tubbs)

Approval of Agenda

- Raof made a motion to approve the agenda as presented. Bubb seconded the motion. All approved, none opposed.

Approval of Minutes

- Bubb made a motion to approve the minutes from the June 17 Council Meeting and the June 20 New Council Meeting. Raof seconded the motion. All approved, none opposed.

President’s Report (Tubbs)

Treasurer’s Report (Rajaram-Gilkes)

- Checking and investment account balances shared as of 10/31/2024 along with current AR aging report.
- Loukas asks moving forward that more detail (rate of return, breakdown) for the JMS investment account update be shared.

2025 Budget Overview (Walls)

- No big changes from last year for the upcoming year’s budget.
- The 2025 Annual Conference in Seattle is the biggest income and expense on the budget.
  - o Food and beverage costs will determine not only the conference profit/loss but the overall budget profit/loss projections.
- Khalil wants AACA to increase job posting costs. Others share thoughts that since the current job posting setup is passive, AACA needs to look into cost versus what benefits are given before increasing.
- Council discusses several topics related to generating additional revenue for the association through donations and sponsorships.
  - o Khalil suggests actively pursuing donations from wealthy individuals who were previously involved with the association.
  - o Raof recommends approaching academic and medical institutions for sponsorships in exchange for opportunities like hosting visits or allowing faculty to present. The group agrees this could be a viable approach.

- Walls mentions the association has struggled with donations historically, but they will continue promoting initiatives like Giving Tuesday.
- 2025 budget will be voted on later due to multiple line items still in flux and needing adjustments.

#### Special Interest Groups Budget Requests (Walls)

- Walls shares the budget requests received from committee chairs. Adjustments are made and committee chairs will be contacted with decisions.

#### Committee Reports

- Raeburn, Bylaws Committee Chair, presents proposed amendments, such as staggering committee member terms, clarifying processes for ad hoc committees to become special interest groups, and potential removal of the Journal Committee.
  - Loukas provided the rationale for the existence of the Journal Committee.
  - Decision is postponed to allow council members to review the full proposed changes first.
- Reynolds, Anatomical Services Committee Chair, discussed building the ASC page on the website, creating a pamphlet about ASC, and the committee's budget requests.
- Sharma, Brand Promotion and Outreach Committee Chair, shared the BPOC's plans, including merchandise sales, potential speaker contributions, and the idea of a monthly seminar.
  - Council states that more communication is needed with members and BPOC has not sent out a newsletter since before the annual conference. Committee needs to focus efforts on communications. Lachman made the case for creating a linkedin professional account for postings, in addition to networking through social media.
  - Council sets the goal to grow membership by 100 people by this time next year.
- Mishall, Career Development Committee Chair, outlined the CDC's plans for the upcoming meeting, including a breakfast meeting and a longitudinal mentoring program.
  - Khalil provided a suggestion for having formal mentoring.
- Meyer, Ad hoc Diversity, Equity, and Inclusion Committee Chair, discussed their past activities and future plans.
  - They are working on a document on differences in sex and gender terminology and have created a student award for projects with a DEI emphasis.
  - Council encourages the committee to expand their focus to include other aspects of diversity.
  - There was a discussion about the eligibility criteria for the student award. The committee is considering broadening the award to include faculty as well. Council decides that the DEI Award should become a standing award and come under the umbrella of AACA Awards. How the judging and committee involvement with change is to be determined.
- Neumann, Clinical Anatomical Terminology Committee Chair, discusses possible upcoming CART session, fascia subcommittee updates, and broadening the audience to the fascia survey previously sent out via listserv.
  - Two committee members have not attended meetings and are not responding to emails. Replacements may be needed.

- Salinas-Alvarez, Educational Affairs Committee Chair, discusses plans at 2025 conference and research within committee. Committee is encouraged to turn their findings into a paper for *Clinical Anatomy*.
- Wisco, Nominating Committee Chair, shared that they are running a month ahead of schedule and will have a good slate of candidates to share soon.
- D'Antoni, Membership Committee Chair, discussed current membership numbers and downward trends.
  - o Rajaram-Gilkes suggested reaching out to the BPOC to improve membership. Ameer suggested focusing on offering useful information to potential members.
  - o The team also discussed the need for more science in their message and the importance of international connections.
  - o Council also discussed the associate membership category and decided to clarify the role of students in committees.

#### Meetings and MOPP Report (Bubb)

- Bubb presented the MOPP committee report, including proposed meeting costs, and abstract submission costs.
- All discussed the challenges of managing food costs at conferences, with a focus on the upcoming Seattle event.
  - o The idea of raising the registration fee to \$650 to cover meal costs was proposed, with the aim of absorbing some of the costs and potentially getting vendors to supplement.
  - o The team also discussed the possibility of changing the conference schedule to avoid meal times, and the need for more members to offset costs.
  - o The importance of clear communication about the price increase was emphasized.
- Council agreed to decrease the day pass cost for students to \$100. This option will be available to student presenters as well.
- Council agreed to increase base registration rate from \$600 to \$650 with light breakfast and lunch included for all.
  - o Khalil made a motion to approve new registration rates. Raof seconded. All approved, none opposed.
- Bubb presented the post-conference survey results from the New York meeting, highlighting the need for more clinical professionals and the importance of networking opportunities. Survey respondent numbers were low and need to be increased.
- The meeting schedule for the upcoming Seattle meeting was also discussed, with a focus on having more workshops and parallel sessions. Future goal is to have shorter, more impactful meetings, with a bigger focus on clinical education.
- Council agreed that for the 2025 meeting, no certificates of attendance will be given unless the post conference survey is completed.
- There will be an updated way abstracts are reviewed. The 1<sup>st</sup> round of review will be done by the Career Development Committee and the 2<sup>nd</sup> round of review will be done by the *Clinical Anatomy* review team.
- Bubb discussed the need to define the role of clinical anatomy and attract more clinicians to the association. She mentioned that Lachman and Dr. Rob Spinner had agreed to be part of a panel discussion to reignite the clinical anatomy fire under the membership.
- Marios suggested having a theme for each meeting to attract more attendees.

#### Award Nominees for Yearly Awards (Khalil)

- Khalil has received one nomination for the Honored Member Award and one nomination for the R. Benton Adkins Distinguished Service Award.
- Nominees CVs and letters of support were put into a google folder and shared with Council.
- After the meeting, Walls will send an email vote out to determine winners.

#### 2025 Election Updates (Khalil)

- The open positions for 2025 were shared: President Elect, Treasurer, Special Councilor-Clinical, Councilor at Large (2).

#### Old Business

- Loukas and Lachman are continuing to work on the AACA Fellowship Program.

#### New Business

- Tubbs made a motion to approve the new institutional membership category (\$500 per year for 4 regular members) starting as an option January 1. D'Antoni seconded the motion. All approved, none opposed.
- *Clinical Anatomy* Editor-in-Chief, Tubbs, shared an update on the status of the journal. Wiley is pushing all journals to digital publishing only.
  - o Tubbs made a motion to stop offering print journals to membership beginning January 1. Raof seconded. All approved, none opposed.
- Discussion took place regarding the Diversity, Equity, and Inclusion Committee (DEIC) becoming a standing committee. Loukas stated that Council is more diverse than ever and Rae states that we should include survey questions in the next post conference survey asking attendees what areas of DEI the committee should focus on.
  - o Loukas made a motion to move the DEIC from an ad hoc committee to a standing committee pending bylaws revisions/additions go through. Raof seconded the motion. All approved, none opposed.

#### Motion to Adjourn: Bubb

- a. Second: D'Antoni
- b. Vote: Motion passes

**ADJOURNMENT: 2:16 PM**