

Agenda

2024 AACBNC Business Meeting

Date, Time & Location of Meeting

January 26, 2024 • 11:30AM Atlantic Time • Saba Room

Expected Attendees

Robling (President) • Executive Committee • Membership

Order of Business

1. Approval of minutes of March 17th, 2023 Business meeting
2. Review of Current office holders

President: Alex Robling (2023-25, terms ends 2025 meeting)
President-elect: Gary Bassell (2023-25, will run 2026 meeting)
Past President: Rick Sumner (2023-2025)
Secretary-Treasurer: Raj Ettarh* (2023-2026)

Councilors
Wendy Macklin* • David Morton (2023-2025)
Kirk McHugh • Douglas Gould (2022-2024)
Representative CFAS: Jeff Laitman* (2023-2026)

**Second term*

Incoming office holders

Councilors
Kirk McHugh • Douglas Gould (2024-2026)

3. President's Report and Announcements (Robling).
 - a. FASEB Hill Day 2023 (Sumner)
 - b. CFAS Rep report (Laitman): see pages below
 - c. Memberships: (Robling) – AAMC/CFAS, Research!America? Annual renewals.
 - d. Sign-on letters. No sign-on requests were received during the year:
4. Nominating committee and elections (Robling): elections for councilors on the Executive Committee were held late in November 2023. McHugh and Gould were duly elected to serve a second term. In-coming councilors are Kirk McHugh (second term) and Douglas Gould (second term).
5. Greetings from AAA: (Robling) – from Martine Dunnwald (AAA President) Christine Ross (AAA Executive Director)
6. New Chairs
7. Candidates for Emeritus Membership Status: (Robling) – Carol Gregorio, Sylvia Smith
8. In memoriam
9. Auditors' Report: (Robling) auditors for 2023 financial accounts
10. Financial Report: (Ettarh) - see pages below
11. Proposed Budget: (Ettarh) - see pages below
12. Membership & Asset history: (Ettarh) - see pages below
13. Other Business: (Robling)

AACBNC Summary for CY 2023

Actual Income	1/1/2023 - 12/31/2023
Membership Dues	18,587.54
Meeting Income	36,673.77
Sponsors & Ads	35,261.60
Money Fund Earnings	2.96
Contributions	0.67
Miscellaneous/Carry Over	31.12
Total Income	90,557.66

Actual Disbursements	1/1/2023 - 12/31/2023
Meetings	68,569.26
Office	8,202.82
Fees & Dues	3,598.44
CPA and Registered Agent	1,739.00
Society Reps Travel	-
Refunds	4,807.51
Contributions	2,500.00
Miscellaneous/Carry Over	31.12
Total Disbursements	89,448.15

Asset Distribution as of 12/31/2023

Chase -- Checking Account	48,816.39
Chase -- Savings Account	15,095.14
Cash on hand	-
Total Assets 12/31/2023	63,911.53

Office Expenses	1/1/2023 - 12/31/2023
Postage & Shipping	33.51
Supplies	-
Wages	6,600.00
Web Site	1,104.48
Other	464.83
Total	8,202.82

Asset Reconciliation	1/1/2023 - 12/31/2023
Total Assets 12/31/2022	62,802.02
Income 1/1/2023 to 12/31/2023	90,557.66
Expenses 1/1/2023 to 12/31/2023	89,448.15
Net (expected total assets)	63,911.53
Actual Total Assets 12/31/2023	63,911.53
Variance	-

AACBNC -- 2024 Proposed CY Budget
Income
Actual 2023 v Projected 2024

Category	Actual Income	Projected Income	Actual Income	Projected Income	Projected Change	
	1/1/2022 - 12/31/2022	1/1/2023 - 12/31/2023	1/1/2023 - 12/31/2023	1/1/2024 - 12/31/2024		
Membership Dues	16,150.00	21,250.00	18,587.54	15,000.00	(3,587.54)	assume 35 member dues
Meeting Income	4,775.00	40,000.00	36,673.77	40,000.00	3,326.23	\$16,950 in 2023 mtg, 40 attendees
Sponsors & Ads	1,000.00	50,000.00	35,261.60	10,000.00	(25,261.60)	\$23K (in 2023 mtg), \$6K (in 2024 mtg)
Money Fund Earnings	2.95	5.00	2.96	3.00	0.04	
Contributions	-	-	0.67	-	(0.67)	Test amount for WIX payment system
Miscellaneous/Carry Over	-	-	31.12	-	(31.12)	
Total Income	21,927.95	111,255.00	90,557.66	65,003.00	(25,554.66)	

AACBNC -- 2024 Proposed CY Budget
Expenses
Actual 2023 v Projected 2024

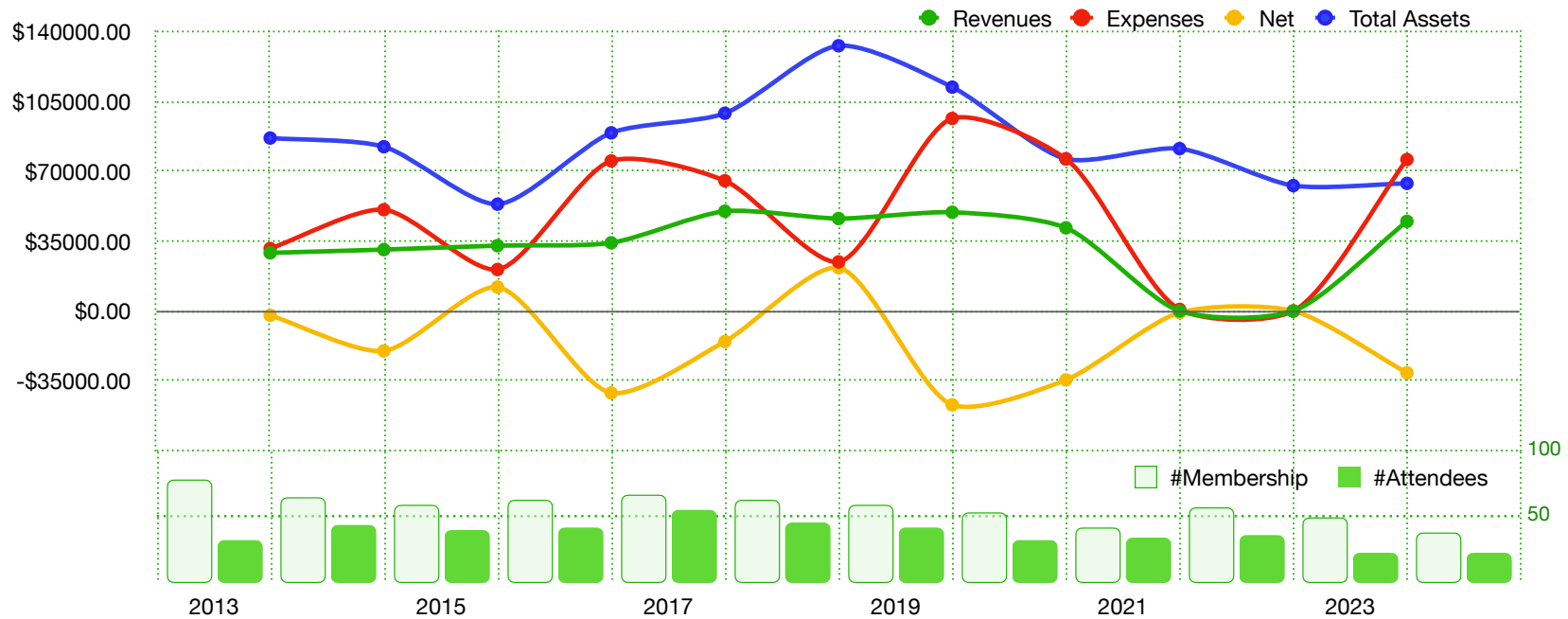
Category	Actual Disbursements	Projected Disbursements	Actual Disbursements	Projected Disbursements	Projected Change	
	1/1/2022 - 12/31/2022	1/1/2023 - 12/31/2023	1/1/2023 - 12/31/2023	1/1/2024 - 12/31/2024		
Meetings	27,254.41	90,000.00	68,569.26	90,000.00	21,430.74	For 2023 and 2024 mtgs
Office	8,906.48	12,000.00	8,202.82	10,000.00	1,797.18	
Fees & Dues	1,838.12	6,000.00	3,598.44	1,800.00	(1,798.44)	Wix fees 2.9% deducted at source, ~\$1500
CPA and Registered Agent	1,685.00	1,900.00	1,739.00	2,000.00	261.00	
Society Reps Travel	325.00	2,500.00	-	1,000.00	1,000.00	
Refunds	425.00	1,000.00	4,807.51	4,000.00	(807.51)	Refunds for mtg cancellations
Contributions	-	5,000.00	2,500.00	2,500.00	0	To 2023 AAA Annual mtg
Miscellaneous/Carry Over	-	-	31.12	-	(31.12)	
Total Disbursements	40,434.01	118,400.00	89,448.15	111,300.00	77,965.99	

AACBNC -- 2024 Proposed CY Budget
Actual 2023 v Projected 2024

	Actual 2022	Projected 2023	Actual 2023	Projected 2024	Projected Change
	1/1/2022 - 12/31/2022	1/1/2023 - 12/31/2023	1/1/2023 - 12/31/2023	1/1/2024 - 12/31/2024	
Total Income	21,927.95	111,255.00	90,557.66	65,003.00	89,327.05
Total Disbursements	40,434.01	118,400.00	89,448.15	111,300.00	158,834.01
"Profit" ("Loss")	(18,506.06)	(7,145.00)	1,109.51	(46,297.00)	

Membership, Meeting & Asset history

Year	Location	#Membership	#Member Attendees	Revenues	Expenses	Net	Yr-End Total Assets	
2013	Puerto Rico	79	33	\$ 29,110.00	\$ 31,274.44	\$ (2,164.44)	\$ 86,616.82	
2014	Islamardo	65	45	\$ 30,755.00	\$ 50,724.67	\$ (19,969.67)	\$ 82,283.46	joint meeting
2015	Los Cabos	60	40	\$ 32,730.00	\$ 20,754.57	\$ 11,975.43	\$ 53,489.56	all inclusive
2016	Hawaii	64	43	\$ 34,150.00	\$ 75,172.20	\$ (41,022.20)	\$ 89,204.95	
2017	Marco Island	67	55	\$ 49,960.00	\$ 65,230.14	\$ (15,270.14)	\$ 99,018.01	joint meeting
2018	Cancun	63	46	\$ 46,300.00	\$ 24,596.94	\$ 21,703.06	\$ 132,828.00	all inclusive
2019	Key West	60	43	\$ 49,438.00	\$ 96,431.54	\$ (46,993.54)	\$ 112,110.19	joint meeting
2020	Bahamas	53	33	\$ 41,652.00	\$ 76,161.32	\$ (34,509.32)	\$ 76,183.96	co-located
2021	Virtual	43	34	\$ -	\$ 822.50	\$ (822.50)	\$ 81,308.08	joint meeting
2022	Virtual	57	36	\$ -	\$ -	\$ -	\$ 62,802.08	
2023	St Petersburg	49	24	\$ 44,900.00	\$ 75,844.51	\$ (30,944.51)	\$ 63,911.53	
2024	St. Kitts	38	24					



Minutes

2023 AACBNC Business Meeting

Date, Time & Location of Meeting

March 17, 2023 • TIME 11:30-12:30 PM ET • Del Prado Room

Sumner (President) started the meeting 11:46AM ET. Members were reminded that agenda and documentation is on the AACBNC website.

Order of Business

1. **Approval of minutes** – The February 25th, 2022 business meeting minutes were approved unanimously
2. **Current office holders**

President: Rick Sumner (2022-23, terms ends 2023 meeting)
President-elect: Alex Robling (2023-24, will run 2024 meeting)
Past President: Lynne Opperman (2022-2023)
Secretary-Treasurer: Raj Ettarh (2020-2023)

Councilors:
Kirk McHugh • Douglas Gould (2022-2024)
Carol Gregorio • Wendy Macklin (2020-2023)*
Representative CFAS: Jeff Laitman 2019-2023*

**One year term extension due to COVID pandemic*

In-coming office holders

President: Alex Robling (2023-2024)
President-elect: Gary Bassell (2023-2024)
Past President: Rick Sumner (2023-2024)
Secretary-Treasurer: Raj Ettarh (2023-2026)

Councilors
Kirk McHugh • Douglas Gould (2022-2024)
Wendy Macklin • David Morton (2023-2025)
Representative CFAS: Jeff Laitman (2023-2025)

3. **President's Report and Announcements (Sumner):** President Sumner presented his report. Robling already planning 2024 meeting. Ettarh attended AMSNDC meeting in Long Beach in April 2022 and discussing cooperative meeting planning with AACBNC but AMSNDC already had advanced plans for their 2024 meeting.
 - a. FASEB Hill Day 2021 (Opperman) – AACBNC was not involved in Hill Day in 2023 but will plan to participate in 2024.
 - b. CFAS Rep report (Laitman) – Laitman presented a report that outlined the 2022 CFAS annual meeting which was a Virtual CFAS Society "All-day Summit". The 2023 meeting dates conflict with the 2023 AAA meeting, so AACBNC will not be represented at the 2023 meeting.
 - c. Memberships: (Sumner) – Research!America? Annual renewal. – Membership approved renewal of subscriptions to Research!America and AAMC/CFAS for the year..
 - d. Sign-on letters. Sumner described the 2 sign-on letters which the AACBNC supported in 2022.
 - Encourage Appropriators to Finalize FY23 NIH Funding Increase: AAMC-sponsored letter to House and Senate Appropriations Committee leadership, urging swift passage of at least the House Appropriations Committee-passed \$47.5 billion for the NIH base budget for FY 2023 – November 2022
 - Endorse the Ad Hoc Group FY24 Recommendation for NIH: For FY 2024, the AAMC Ad Hoc Group is recommending "at least \$50.924 billion for NIH's foundational work, a \$3.465 billion increase over the comparable FY 2023 program level, which would allow NIH's base budget to keep pace with the biomedical research and development price index (BRDPI) and allow meaningful growth of 5%.
 - e. Nominating committee & Elections: (Sumner) – Sumner announced the outcomes of the elections of president-elect and councilors to the Executive Committee that were held in Jan-Feb 2023. He thanked the nominating committee (Lynne

Opperman and Exec Comm), and welcomed the new president-elect Gary Bassell (who will run 2025 meeting), and incoming councilors Wendy Macklin (second term) and David Morton.

4. **Greetings from AAA** (Sumner) – New AAA Executive Director Christine Ross was introduced and presented some of the initiatives that AAA is engaged in.
5. **New Chairs** (Sumner) – First time attendees and new chairs present at the meeting presented themselves briefly to membership.
6. **Candidates for Emeritus status** (Sumner): Candidates for emeritus status were approved by membership.
 - a. Lynne Opperman (Texas A&M)
 - b. Bob Goldman (Northwestern U)
7. **Meeting registrations for emeritus members** (Opperman): Given the cost of attending meetings for emeritus members, executive committee voted to approve a reduced rate for meeting registrations for emeritus members. Proposal was unanimously approved by membership.
8. **In memoriam**: Bassell gave a short commemoration of Dr. Peter Satir.
9. **Financial Report**: (Ettarh) – The 2022 financials were circulated ahead of the meeting, discussed and approved by membership.
10. **Auditors' Report**: (McHugh, Macklin) – McHugh reported on the audit and recommended approval by the executive committee. The membership approved the report.
11. **Proposed Budget**: (Ettarh) – The 2022 financials were circulated ahead of the meeting, discussed and approved by membership.
12. **Membership & Asset history**: (Ettarh) – The asset history was presented and discussed with the budget. Rationale for increase in membership fee was discussed and approved by membership.
13. **Updates**: (Ettarh) – Addressing suggestions from members at the 2022 business meeting, the website has been re-designed and improved.
14. **Other Business** – Members requested to add the following facilities through the website: credit card payments, list of meeting attendees and members.

Closing

Meeting ended at 5:56PM ET. Minutes submitted by R. Ettarh on 8/25/2023.

**Summary Report on Council of Faculty and Academic Societies (CFAS)/AAMC
Activities 2023-2024**

**Executive Board Meeting, January 24, 2024
Association of Anatomy, Cell Biology, Neurobiology Chairs (AACBNC)**

By

**Jeffrey Laitman, Ph.D.
AACBNC Representative to CFAS**

In 2023, CAFS resumed some in person meetings, including the national meeting. Many other Sessions, such as *CFAS Connects*, the major source of monthly/bi-monthly sessions with all Reps has continued virtual. JL did not attend this year's Annual Meeting but did attend all *CFAS Connects* and other bi-monthly or quarterly virtual meetings of the committees he is on.

Note: As AACBNC pays dues, and due to JL being a standing CFAS Rep, he was not charged additional fees for attending any virtual zoom meetings (thus saving money!).

In 2023, there was an "in-person" CFAS Meeting March 27-29. Due to overlap with the Meeting of the American Assn for Anatomy, in which JL chaired and presented at sessions and awards, JL did could not attend CFAS. JL participated in all available AACBNC on-line discussions. JL expects to attend the 2024 CFAS Meeting in April to be held in Arlington, VA. (Note: the CFAS Meeting is separate, and at a different time, from the major AAMC "Learn, Serve, Lead" Annual Meeting that is held in November of each year.)

For Information: The 2024 CFAS Meeting will be held jointly this year with the Group on Resident Affairs and the Organization of Resident Representatives. (Aspects of these joint discussions are particularly relevant for our AACBNC departments that have Resident Research projects and/or support/are responsible for Graduate Medical Education Anatomical Courses. Part of discussions will relate to how GME requirements are growing as first-year medical courses are diminishing in many schools). The structure of the annual CFAS Meeting is largely built around Committee Meetings, and then shared experience sessions arising from these. In addition to such, CFAS organizes a number of smaller, open-access general sessions of specific groups at the Meetings as well as virtually throughout the year.

As a relatively new CFAS Representative (it takes a long-time to "learn the ropes" and "who is who" in the rather tortuous AAMC/CFAS hierarchy) I continue to use all opportunities to familiarize myself with both CFAS *sensu lato* by attending as many *CFAS Connects* sessions as my schedule allows (they vary in times), and similarly have been invited to participate in many committee meetings.

Overall, I attended all virtual CFAS Connects sessions in 2023, and individual open Committee Meetings done via zoom (usually one to one and a half hour each), both to continue to learn the make-up and function of CFAS and (as my predecessor, the late, Mike Shipley strongly urged me to do) to “show our flag” and make sure that our organization and views would be seen and have a voice. I also used these to get to know the focus of each committee and to become acquainted with each committee’s agenda and chair so as to see which may be of most value to the AACBNC.

In particular, I have become better acquainted with CFAS/AAMC Structure and have developed a working relationship with Eric Weissman (Senior Director of CFAS Engagement at AAMC; he participated at our previous AACBNC Meeting two years ago at my invitation). He is extraordinarily knowledgeable, and his presentation on updates of CFAS/AAMC at our Annual Meeting was greatly appreciated.

The Open Committee Meetings that I regularly attend are:

- 1) *Advocacy Committee*. (Chair, Arthur Derse, MD, Medical College of Wisconsin) This group looks at how best to advance issues, items, bills of importance and value to biomedicine and CFAS societies. They discussed both issues relating to federal support and items relating to public awareness. This Committee works with AAMC Government Relations Staff to help set agendas.
- 2) *Biomedical Research and Education Committee (BREC; formerly, Basic Science Committee)*. (Chair, Richard L Eckert, PhD. University of Maryland) This is the major committee that deals with biomedical research, funding, student and resident research. Considerable discussions revolved around what Covid-19 disruptions are causing to research programs and research training programs, and the different ways schools are addressing these. Discussion of how NIH will deal with grant-supported research delays and how such delays will affect PhD and post-doctoral training. Considerable discussion of equity in opportunities.
- 3) *Diversity and Inclusion Committee*. (Chair, VJ Periyakoil, MD, Stanford U School of Medicine). This Committee - in which there was often considerable passion and intensity (and even disagreements)- revolved around inequities in racial and gender in the biomedical world, and what we collectively can do. Considerable discussion focused upon equity and how to provide support for faculty of color in this new age of virtual formats.
- 4) *Mission Alignment and Impact of Faculty Educators Committee*. (Chair, Stewart Babbott, MD, University Virginia School of Medicine.) Focuses on the role of educators in the broad sense in medical education and on their career paths. In 2022 There was a most valuable Special Session (with presenters) on “Clinical Academic Leadership: The Role of the Chair”. This year, special attention was placed in creating a document to assist Clinical Faculty who do considerable teaching in their promotion path. A document is in preparation

- 5) *Faculty Resilience Committee*. (Catherine Florio Pipas, MD, MPH, Dartmouth Geisel School of Medicine. Discussed at length the nature, importance, and value of “Resilience and wellness” programs created, or being created, at different schools. The charge of the Committee is to make recommendations to the CFAS Administrative Board and Program Committee on “how the CFAS can best take advantage of the demographic and professional variety of the Council’s representatives.”
- 6) *Communications Committee*. (Alan W. Dow, MD, MSH, Virginia Commonwealth University School of Medicine). This committee discusses ways to facilitate communication between CFAS Reps and AAMC Leadership, and best practices for how Reps may maximize their communications amongst themselves.

Other Activities.

- 1) As AACBNC CFAS Representative I forward to Dr. Ettarh and Ms. Ortega notices of importance to be distributed to AACBNC Leadership and our Membership. I have also forwarded requests for sign-on support when requested by CFAS/AAMC.
- 2) Due to my activity and participation, I was “Profiled” by CFAS in February 2022 in *CFAS Rep Bulletin*.

Personal Note:

I will not be able to attend in person this year’s AACBNC Meeting due to a medical procedure; my apologies to the Executive Committee and Membership. Should any of our members wish to know more about CFAS/AAMC I would be pleased to speak with them to familiarize them with such. I can be reached at my email: Jeffrey.laitman@mssm.edu office tel 212-241-5622.

Respectfully Submitted,

Jeffrey Laitman, PhD

January 21, 2024