

Canadian Association for Health Humanities Special General Meeting
Assemblée générale spéciale de l'Association canadienne des sciences humaines
en santé

1 October/Octobre 2020, 17h30-18h30 (EDT/HAE)

Held By/Par Zoom

Minutes/Procès-verbal

1. Call to Order & Welcome

- a. *Tom Rosenal, CAHH President*, welcomed attendees and formally opened the meeting.

2. Establishment of Quorum

- a. *Tom Rosenal, CAHH President*, established a quorum of members present to begin the business of the meeting. Quorum was established at 17h37.

3. Comments and Introductions

- a. *Sarah de Leeuw, CAHH Vice-President* briefly reviewed procedures for the AGM, including Robert's Rules of Order. She invited members to be active participants, reviewed protocols for moderating questions and comments from the virtual floor, and provided an overview of how voting would work given the virtual set-up. She also acknowledged the traditional territories that all participants were located upon.

4. Approval of Agenda

- a. The AGM agenda was moved for approval by member *Barbara Sibbald* and seconded by member *Wendy Stewart*. No corrections were required, although *Wendy Stewart* requested a brief amendment to discuss the virtual possibilities for Creating Space 11. The amended agenda was unanimously approved.

5. President's Report

- a. *Tom Rosenal, CAHH President*, provided an overview of the activities and work of the Executive and CAHH/ACSHS as a whole since the previous AGM in Hamilton, Ontario in April 2019. Specifically, he first noted the traditional Indigenous territories upon which we were all situated and noted that this year has been singular for considerations of justice. He noted the difficult decision that both CAHH and the CS10 co-organizers had to make in cancelling this year's conference, but also noted the silver lining of the creation and dissemination of an abstract booklet nonetheless. He spoke about how this cancellation actually accelerated discussions already in process about how to incorporate more virtual content longitudinally throughout the year

in order to maintain the Canadian health humanities community's momentum. Further, the cancellation of CS10 has given the organization ample time to consider virtual contingency plans for CS11, slated to be held in St. John's, NL in April 2021. He then noted that there have been a number of projects undertaken this year by the CAHH Advisory Council and wanted each of its members to be able to speak to their work following his report.

The President's Report was moved for approval by member *Bernice Fonseka* and seconded by member *Graham McCaffery*. There was no further discussion from the floor, and the report was accepted as presented.

6. Advisory Council Reports

- a. Advisory Council members *Alan Blum*, *Bernice Fonseka*, *Rehana Hirji*, *Tinu Ruparell*, *Ebru Ustundag*, *Barbara Sibbald*, and *Allison Crawford* were then invited to speak to the activities each has been involved with since their election at the previous AGM.

Alan Blum (International Health Humanities Representative) spoke about his experience with the Art of Medicine Rounds, a monthly health humanities gathering he began at the University of Alabama (USA) in 2012 and that will be co-hosting the inaugural CAHH Virtual Rounds immediately following today's SGM.

Bernice Fonseka (Clinical Professions Student or Resident Representative) described her work in taking over the Humanities, Arts, and Medicine database with the goal of growing it further and curating Canadian-focused content. She noted that there are already 160 pieces in the system and invited CAHH members to continue to build this repository. She further noted that *Ebru Ustundag* has been instrumental in this work by supporting the development of a publicly searchable framework and an online submissions form.

Rehana Hirji (Clinical Professions Representative) spoke about her efforts in mapping health humanities activities in order to better understand areas of development, collaboration, and the location of various key entities across the country. The goal of this work is to supplement what is already available, such as *Allan Peterkin's* report from a few years ago, which had been based in turn on *Monica Kidd's* initial work. Her goal is to keep the mapping project current and institute a sustainable mechanism for doing so. She acknowledged the support of *Nicole Schafenacker* in these efforts.

Tinu Ruparell (The Arts and Humanities, Including Academics Representative) was unfortunately not present due to the untimely

loss of a close friend in an accident earlier in the day. The CAHH exec and Advisory Council have greatly appreciated his contributions, thoughtfulness, and kindness since his joining the AC.

Ebru Ustundag (Public Representative) has been responsible for CAHH website support and the organization's Twitter account. She reiterated her support for *Bernice* and *Rehana's* projects and expressed optimism that they will be ready to be uploaded soon to the CAHH website.

Barbara Sibbald, an *ex officio* member and one of the three founders of CAHH, has been sharing her voluminous health humanities resources she has compiled over the years, which thanks to *Nicole Schafenacker's* organizational support, now includes over 45 pages worth of material.

Allison Crawford, an *ex officio* member in her role as editor of *Ars Medica* (a position she has held since 2004), described the journal's overall activities. Since its move to an exclusively online journal in 2015, they have received an average of 400 submissions per year. She noted that the COVID-19 pandemic special issue had received 150 submissions alone. She spoke with excitement about the journal's ongoing work with CAHH, working to develop the HAM database, and increasing social media presence.

The *Advisory Council* reports were moved for approval by secretary *Brett Schrewe* and seconded by member *Wendy Stewart*. Member *Alan Blum* asked about whether *Ars Medica* specifically took Canadian content, and *Allison Crawford* replied that they take submissions from everywhere. There was no further discussion from the floor, and the reports were accepted as presented.

7. Secretary/Communications Officer Report

- a. *Brett Schrewe, CAHH Secretary*, provided an overview of membership numbers, followed by a discussion of the website and social media activities. He noted that current membership numbers were 90, which is down from the previous year but very likely the result of the cancellation of the CS10 conference. Nearly half of the organization is comprised of learners (medical students, residents, health professions students, and graduate students). He noted that website traffic was also down – again, likely due to the CS10 cancellation – but not to the degree he would have thought. He reminded the membership of the organization's e-mail address, Twitter handle, and future plans of creating an Instagram account. He further noted that from a governance perspective monthly executive meetings have been held throughout the academic year with detailed minutes taken to ensure a

robust written history/archive of the organization. He recognized the excellent input from the inaugural Advisory Council, who have dedicated significant time and effort to not just ensure the organization runs, but that it continues to grow.

The Secretary/Communications Officer Report was moved for approval by members *Wendy Stewart* and seconded by *Alan Blum*. There was no further discussion from the floor, and the report was accepted as presented.

8. Financial Reports

- a. *Ayelet Kuper, CAHH Treasurer*, provided CAHH's overall financial statement through 31 December 2019. The budget was also presented using conservative estimates, and the organization continues to be in strong financial health. This is despite the lack of Creating Space 10, which may have generated some profit and is also the key driver of membership sales. However, CAHH was fortunate in that all vendors provided refunds following the conference cancellation, and several registrants elected to donate their registration fees to the organization.

The Overall Financial Statement and Report was moved for approval by members *Ebru Ustundag* and seconded by *Bernice Fonseka*. There was no further discussion from the floor, and the Overall Financial Statement and Report was accepted as presented.

9. Auditor's Report

- a. *Ayelet Kuper, CAHH Treasurer*, then presented the Auditor's Report. Formal findings indicated that no problems were encountered, no unusual transactions were identified, and no concerns were found by the auditor.

The Auditor's Report was moved for approval by members *Wendy Stewart* and seconded by *Graham McCaffery*. There was no further discussion from the floor, and the Auditor's Report was accepted as presented.

10. Appointment of Auditor for Ensuing Year

- a. *Ayelet Kuper, CAHH Treasurer*, then provided an overview of the proposed auditor for the following year, Ouseley Hanvey Clipsham Deep LLP (the same as the previous year).

The Motion to Appoint Auditor for the Ensuing Year was moved by secretary *Brett Schrewe* and seconded by member *Barbara Sibbald*. There was no further discussion from the floor, and the motion was accepted as presented.

11. Special Resolutions

- a. *Sarah de Leeuw, CAHH Vice-President* presented to the membership the executive's proposal to extend the President and Vice-President terms through April 2021 in light of the uncertainty secondary to the COVID-19 pandemic and the cancellation of the intended AGM in Vancouver in April 2020.

The motion to extend the President and Vice-President terms through April 2021 was moved by member *Graham McCaffery* and seconded by member *Wendy Stewart*. There was no further discussion from the floor, and the extension was accepted as presented.

Given time constraints, there was a short discussion of member *Wendy Stewart's* question about the possibilities of CS11 being virtual. To properly accommodate a discussion, *Tom Rosenal, CAHH President*, invited *Wendy Stewart* to the next CAHH executive and advisory council meeting on Friday, 23 October 2020, which she accepted.

12. Closing of Special General Meeting

- a. *Tom Rosenal, CAHH President*, thanked attendees for their time and efforts on behalf of the organization and reminded all of the inaugural CAHH Virtual Rounds, slated to start immediately after the closure of the SGM. He then proposed closing the Special General Meeting at this time. The motion to Adjourn this CAHH/ACSHS Special General Meeting was moved by member *Wendy Stewart* and seconded by member *Bernice Fonseca*. There was no further discussion from the floor, the motion was passed, and the SGM was officially adjourned at 18h35. COVID-19 effects notwithstanding, the next Annual General Meeting is slated to be held in April 2021 in St. John's, NL.