

Clinical Group (ACCTMTH)  
(American Committee on Clinical Tropical Medicine and Travelers' Health)

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***Annual Business Meeting Minutes***

Monday, November 3, 2014  
4-5:45 pm, Grand Ballroom D  
Sheraton New Orleans  
New Orleans, LA

**President: Richard Oberhelman, MD**  
**Secretary/Treasurer: Beth Kirkpatrick, MD**  
**Past President: Patricia Joyce, MD, FASTMH**

1. The meeting was called to order by ACCTMTH President, Richard Oberhelman
2. The 2013 ACCTMTH business meeting minutes were approved.
3. Election results: Past-President Pat Joyce reviewed the 2014 election results:
  - a. Duane Hospenthal was elected president for 2015-2016
  - b. Frederique Jaquerioz was elected to council for 3 year term.
  - c. Thanks were offered to outgoing Past-President, Pat Joyce, as well as outgoing councilor, Michael Libman.
4. Annual Report, presented by President Richard Oberhelman
  - a. Membership has increased, to 614 in 2014 (from 419 in 2006, 609 in 2013)
    - i. Of note, 201 new members, much of this in new student membership.
    - ii. Membership is now second in size to Global Health (n=690).
  - b. The year's activities included work on:
    - i. Membership
    - ii. Clinical Group Listserve
    - iii. CTropMed exam review.
    - iv. Pre-meeting course
    - v. Interaction with the society's Blue Ribbon Panel (BRP, more below)
    - vi. Ben Kean Fellowships (below)
    - vii. Modification of presentation formats and "Fundamentals of Tropical Medicine" presentations
    - viii. Formation of new student-trainee leadership group
      1. Our seven new student-trainee leaders were introduced
      2. Students chosen through competitive process, selected by council
      3. 2-year terms
      4. Working on short and long term goals and projects
      5. Mentors are Susan McLellan, Richard Oberhelman and Brett Hendel-Paterson
5. Elsevier-ASTMH Clinical Research Award Winners (Pat Joyce)
  - a. The award has been renamed due to decreasing contribution by Elsevier. Presently Elsevier is covering less per award (book credit) and the clinical group is making up the difference in cash awards. Awards are 1<sup>st</sup> place (\$500: \$300 Elsevier+\$200 CG); 2<sup>nd</sup> place (\$300: \$150 each) and 3<sup>rd</sup> place (\$200, \$100 each).
  - b. Annual judged competition for clinically oriented research based on quality, originality and student's contribution.
  - c. This year, 25 entries. Two simultaneous rooms for judging was needed.
  - d. Thanks were given to the to the award judges
- e. 2014 Awards:
  - i. First place, Paul Griffin, Queensland Institute Medical Research, Sydney
  - ii. Second, Junxiong Pang: Communicable Diseases Hospital, Singapore
  - iii. Third place: Luis Marcos, Hattiesburg Clinic, Hattiesburg, MS
  - f. Thanks were given to Elsevier for their contributions
6. Treasurer's report given by Beth Kirkpatrick
  - a. 2014 budgets are available through end of August 2013, so annual meeting expenses are not on the reviewed budgets
  - b. ACCTMTH funds are stable with council-designated funds stable around 85K. Two restricted funds for lectureships, Marcolongo and Creehan (the latter only this year)
  - c. Ben Ken fund during well with strong interest from investments in 2014. Annual net assets approximately \$1.2 million
  - d. ASTMH fiscal year moving to July-June schedule
7. Kean Fellowship, reviewed by Chandy John
  - a. 42 applications this year. 25 awarded, 20 accepted. 20 schools represented in winners (one school had 2)
  - b. Given strong budgets, hasn't needed support from parent society for 2 years.
  - c. Kean fellows receive one year complimentary ASTMH membership and are encouraged to attend annual meeting. This year they annual meeting registration was also paid.
  - d. A survey of past recipients was done and data is under review.
    - i. Of 167 recipients queried, 140 had available email and 50% responded
    - ii. 74% working in global health
    - iii. 94% said BK helped in their pursuit of career in this field
  - e. Thanks to the 2013 Kean Committee Members and staff
8. Courses Committee, reviewed by Christina Coyle [this includes Update course (currently pre-IDSA), and 3 pre-meeting courses (Basic, Clinical and GH).]
  - a. Established a mission statement for the Update course
  - b. Working on mission statement for pre-meeting course, in particular to articulate the differences between this and update course
  - c. Expanding thinking on partnering with other groups in addition to IDSA, these include North American Refugees Health Conference, Consortium of Global Health.

- d. Successful pre-meeting course in 2014: Diagnosis at the Microscope, with Tulane.
- 9. Program Committee, reviewed by Robert Gasser.
  - a. Reviewed regular symposia abstracts (n=75) vs. slots (14 talks)
  - b. Most submissions are high quality
  - c. Reviewed selection criteria for oral presentations: 1st scientific quality (originality, quality of methods, impact) and then diversity of topics.
  - d. For symposium: 13 submitted+ 5 additional reviews=18 reviewed. Most received slots
  - e. Thanks extended to the members of the subcommittee
- 10. Blue Ribbon Panel (BRP), reviewed by Bill Stauffer
  - a. Formal review of the Accreditation process for Diploma Courses, the Update Course, and the Certification Exam.
  - b. The structure of the BPR includes an oversight committee and 3 working groups.
  - c. Findings brought to ASTMH council, which requests a 5-10 strategic and unified plan
  - d. Dr. Stauffer encouraged 'out of the box' thinking
  - e. One student will be appointed to each of the 3 working groups.
- 11. Certification Exam Committee, Susan McLellan
  - a. On 11/1/2014, 127 took the exam: 113 on diploma path, 7 on practice path, a few were as yet unclear.
- b. Thanks was given to Diploma course committee and exam proctors
- c. Working with BRP
- 12. Diploma Course Committee, Susan McLellan
  - a. Thanks given to committee
  - b. Working with BRP on issues surrounding accreditation
  - c. No new courses were approved in 2014.
- 13. New Business:
  - a. Barbara Herwaldt of the CDC (on behalf of Leanne Fox) discussed need for formal non-malaria parasitic diseases management guidelines. Querying key partners on questions:
    - i. What is the need for a US government document
    - ii. What would be the most useful format?
  - b. Noted that work guidelines for specific diseases is already ongoing with IDSA (neurocysticercosis, etc)
  - c. Those interested should email Jeffery Jones at the CDC
- 14. Closure and Transfer of Authority
  - a. President Oberhelman thanked Pat Joyce, Past President and Michael Libman, outgoing councilor
  - b. President (2013-2014) Richard Oberhelman transferred authority to new president 2014-2015, Susan McLellan
  - c. The gavel was passed
  - d. President McLellan closed the meeting.

## CLINICAL GROUP OFFICERS

Name	Title	Term Expires
Susan McLellan	President	2014
Duane Hospenthal	President-Elect	2014
Richard Oberhelman	Past President	2014
Beth Kirkpatrick	Secretary-Treasurer	2015
Brett Hendel-Paterson	Councilor	2015
Walter (Ted) Kuhn	Councilor	2016
Frederique Jaquerioz	Councilor	2017

## CLINICAL GROUP PAST OFFICERS

NAME	YEARS
<u>President</u>	
Richard Oberhelman	2014
M. Patricia Joyce	2013
David Hamer	2012
Philip Coyne	2011
William Stauffer	2010
Joe Vinetz	2009
Alan Magill	2008
Anne McCarthy	2007
J. Dick MacLean	2006
David Freedman	2005
Richard D. Pearson	2002–2004
David R. Hill	2000–2002
A. Clinton White	1998–2000
Steve Hoffman	1996–1998
Frank J. Bia	1994–1996
Len Marcus	1992–1994
Jay S. Keystone	1990–1992
Elaine Jong	1988–1990
<u>Secretary–Treasurer</u>	
Paul Southern	2009–2012
M. Patricia Joyce	2006–2009
Jan Evans Patterson	2003–2006
David R. Shlim	2000–2003
Vernon Ansdell	1997–2000
David Freedman	1994–1997
Barbara Herwaldt	1991–1994
Murray Wittner	1988–1991
<u>Councilor</u>	
Jason Maguire	2009–2012
Elizabeth Barnett	2007–2010
Eric Houpt	2006–2009
Bradley Connor	2005–2008
Alan Spira	2004–2007
Philip E. Coyne, Jr.	2003–2006
M. Patricia Joyce	2002–2005
Kenneth R. Dardick	2003–2004
Claire Panosian	2001–2004
Martin Cetron	2000–2003
Philip Fischer	1999–2002
Monica Parise	1998–2001
Victor Kovner	1998–2000
A. Clinton White	1997–1998
Douglas MacPherson	1996–1999
Jan Evans Patterson	1995–1998
Thomas Strickland	1994–1997
Phyllis Kozarsky	1994–1996
Frank Bia	1993–1994
David Hill	1992–1995
Marty Wolfe	1991–1994
Ralph Bryan	1990–1993
Len Marcus	1989–1992
Bob Goldsmith	1989–1991
Michele Barry	1989–1990

## CLINICAL GROUP (AMERICAN COMMITTEE ON CLINICAL TROPICAL MEDICINE AND TRAVELERS' HEALTH)

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### CONSTITUTION AND BYLAWS OF THE CLINICAL GROUP

#### ARTICLE I

##### NAME AND PURPOSE

###### *Section 1*

This organization shall be called the American Committee on Clinical Tropical Medicine and Travelers' Health (ACCTMTH). In most instances, it will be referred to as the "Clinical Group."

###### *Section 2*

The purposes of this organization shall be to promote the clinical aspects of tropical medicine, medical parasitology and travelers' health.

#### ARTICLE II

##### MEMBERSHIP

###### *Section 1*

There shall be three classes of members: active, honorary and student.

###### *Section 2*

Active members will be those individuals who are members of the American Society of Tropical Medicine and Hygiene (ASTMH), who are actively engaged in, or interested in, clinical aspects of tropical medicine, medical parasitology and/or travelers' health.

###### *Section 3*

Students within the biomedical sciences who have an interest in clinical areas of tropical medicine, medical parasitology, and/or travelers' health may become student members. They shall have all the privileges of membership except voting and holding office.

###### *Section 4*

Honorary members shall be nominated by a two-thirds vote of the council and approved by at least two-thirds of members' casting votes. Honorary members will be individuals outside this organization recognized for their outstanding contributions to clinical tropical medicine and travelers' health. They shall have all the privileges of membership except voting and holding office.

#### ARTICLE III

##### OFFICERS

###### *Section 1*

The officers of the organization shall be a President-Elect, President, and Past President, Secretary/Treasurer and three

Councilors. Any active member in good standing is eligible for election to office. The officers shall constitute the council, in which the government of the organization shall be vested.

The President-Elect, President and Past President shall each serve terms of one year in succession. The Secretary/Treasurer and the Councilors will be elected for a term of three years. Terms of office in the organization shall begin at the close of the annual meeting at which the officers were declared elected. Officers may run for and serve consecutive terms.

If the presidency becomes vacant, the President-Elect shall become the President for the remainder of the unexpired term. The President may fill vacancies among the Councilors by appointing Councilors from the active membership to serve until the missing Councilor returns to office or through the remainder of the absent Councilor's term, if return to office is not possible. If the Secretary/Treasurer is unable to complete his/her term, the President will appoint a replacement from the active membership or Councilors to serve until the next annual meeting when a new Secretary/Treasurer will be elected.

###### *Section 2*

The duties of the President shall be those regularly devolving on the chief executive officer. He/she shall preside at subcommittees as provided in the bylaws.

###### *Section 3*

The Secretary/Treasurer and/or Secretariat of the ASTMH shall be the custodian of all records of the Committee. They shall handle the business and finances of the committee and shall submit an annual financial report.

The Secretary/Treasurer and/or Secretariat of the ASTMH shall be responsible for mailings to members, including mailing of ballots and other business matters. The Secretary/Treasurer shall preside over the Committee in the absence of the President.

###### *Section 4*

Council shall annually appoint a nominating subcommittee consisting of five active members. No more than three of those members may be current members of Council. A slate of candidates for offices to be filled at the next annual meeting shall be submitted by mail and/or electronic mail no later than two months prior to the next annual meeting. Members may submit themselves or suggest other active members as candidates to the Chairman of the nominating committee, but the nominating committee will not be obligated to put such individual(s) on the slate unless there is a supporting petition from three active members in addition to the individual proposed.

Election for each office shall be by secret mail and/or electronic mail ballot and determined by majority vote (or by the greatest number of votes if more than two candidates). Mailing and counting ballots shall be the responsibility of the Secretary/Treasurer and/or Secretariat of the ASTMH. The results of voting will be announced in a Newsletter and at the next annual meeting.

#### ARTICLE IV

##### AMENDMENT OF CONSTITUTION

###### *Section 1*

Amendments to this constitution and bylaws may be adopted on approval by a majority of the ACCTMTH council and upon a two-thirds affirmative vote of ballots cast subject to the following conditions:

- a) The proposed amendment must be in writing and signed by at least three members of the Committee.
- b) The signed proposed amendment must be in the hands of the Secretary/Treasurer and/or Secretariat of the ASTMH before the annual meeting of the Committee.
- c) Voting of proposed amendments by the active members will be done by mail and/or electronic mail, except as provided in section 1d, below. The mailing and counting of ballots shall be the responsibility of the Secretary/Treasurer and/or Secretariat of the ASTMH. Results of balloting will be announced at or before the annual meeting following the vote.
- d) If at least 25 percent of active members are present at an annual meeting, a majority of those present can require a vote on a Council-approved amendment at that meeting. The amendment can be passed by two-thirds of ballots cast.

#### ARTICLE V

##### COUNCIL FUNCTION

The Council shall manage the Committee's affairs and direct its business. It shall initiate, coordinate and terminate the work of the subcommittees. It shall have the power to approve the expenditure of funds and establish an annual budget for the Committee.

#### ARTICLE VI

##### MEETINGS

The Committee shall meet annually for business and scientific sessions. The business meeting and at least one scientific meeting will be held in conjunction with the annual meeting of the ASTMH.

In addition, Council may call for other scientific sessions for purposes of continuing medical education. Council will determine the time and place of such additional meetings.

In the conduct of business sessions, Robert's Rules of Order shall be the guide. At the beginning of each session, the President shall appoint a member to serve as parliamentarian. Minutes will be recorded and maintained by the Secretary/Treasurer.

#### ARTICLE VII

##### SUBCOMMITTEES

The President shall appoint annually a Program Chairman who should work cooperatively with the program committee of the ASTMH. With approval by a majority of council members, the President may create and appoint ad hoc subcommittees, as needed.

#### ARTICLE VIII

##### DUES

Dues may be assessed and changed by a majority vote of the ACCTMTH Council, subject to approval by a majority of active members voting. A quorum of twenty percent of active members may be called and required for that vote.

#### ARTICLE IX

##### ADVISORY SUBCOMMITTEES

The Past Presidents of this organization will collectively form an advisory subcommittee. This subcommittee may bring matters to the attention of Council and advise it on matters it is considering. However, neither the advisory subcommittee nor its members, except for the immediate Past President, will have a vote in Council affairs, unless the member has been re-elected as an officer of ACCTMTH.

##### AMENDMENT 1 (18 NOV, 1992)

A condition of active membership will be payment of dues.

##### AMENDMENT 2 (30 NOV, 1992)

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Revised: 8 October 2004