

ACAV SUBGROUP
(AMERICAN COMMITTEE ON ARTHROPOD-BORNE VIRUSES)

ACAV Executive Council 2014 Meeting Minutes

Sunday, November 2, 2014
3:30-5:30 pm
Marriott, St. Charles
New Orleans, LA

Chair: Gregory Ebel, ScD
Secretary/Treasurer: Laura Kramer, PhD
Chair Elect: Christopher Mores, SM, ScD

I. In Attendance

Ann Powers, PhD, FASTMH	Past Chair, 2013, SIE
Laura Kramer, PhD, FASTMH	Secretary
German Anez, PhD	Guest
Pat Repik, PhD	Guest
Scott Weaver, PhD, FASTMH	Treasurer, SIRACA
Nikos Vasilakis, PhD	Councilor
Christopher Mores, SM, ScD	Chair Elect
Tom Ksiazek, DVM, PhD	SALS
Remi Charrel, MD	Guest
Aaron Brault, PhD	Councilor
Greg Ebel, ScD	Chair
Brad Blitvich, PhD	Councilor
Kathryn Hanley, PhD	Councilor, Secretary
Rebecca Rico-Hesse, PhD, MPH	Councilor
Pedro Vasconcelos, MD, PhD	Guest
Mike Drebot, PhD	Councilor
Mike Turell, PhD, MPH	SEAS
Nicole Arrigo, PhD	Guest

II. Minutes of EC Phone Meeting of 15 January 2014

1. Approved, with the comment from Greg Ebel that ASTMH is doing more advocacy and ACAV needs to be more active rather than limiting our interactions to a few hours per year.

III. Membership and Welcome of New Councilors

1. Greg Ebel was not able to get data on from Buffy Finn, due to her illness, on composition of membership of ACAV; this information will be made available at a later date.
2. Two new council members elected in 2014: Kathryn Hanley and Rebecca Rico-Hesse.
3. One trainee-councilor, Nathan Grubaugh, elected by EC subcommittee.
 - a. Role of the trainee councilor: Greg Ebel stated that the trainee councilor brings in good ideas and gets information about how council works. Nathan Grubaugh spent the day at council meeting; he said it was a great experience and he learned how a large society (and its budget) works. He has a greater perspective on other meetings. He indicated that it was a very positive experience. He is acting as a point person to other subgroups as well.
 - b. Nathan Grubaugh was asked to write a summary of his experience.
 - c. Greg Ebel noted that ACAV is being asked to be involved in a lot of activities – we need more hands and the trainee can help with any of our many activities.

- d. Scott Weaver stated that the other important role for trainee is to give feedback on how to make ACAV more attractive to the next generation of arbovirologists.
- e. Nathan Grubaugh said that he is going to the global health trainee event and will report back on that.
- f. Chris Mores suggested that travel awardees could also be “conscripts” for this sort of networking activity.

IV. Report of the Treasurer (Scott Weaver, PhD)

1. ACAV received \$3375 in membership income in 2014. We now have 430 members and ACAV is growing. We do not have information on the composition of new members; they are likely trainees.
2. There was general support of travel awards. Ann Powers noted that they bring more visibility to ACAV. Unanimous support of motion to put \$1000 toward travel awards for 2015.
3. Scott Weaver noted that ACAV finances would be completely stable except that money from Labell family has not been issued, so we are \$2000 down at the moment. Our expenditures for the meeting are about \$800; our only other expense is the travel awards. Also we are charged \$325 for electronic elections.
4. Labell award: Labell family has not responded to inquiries, although Hawaii biotech has offered \$500 in matching funds. The loss of this award would be a setback. Negotiations are at a stall until ACAV hears from the family.
5. ASTMH doesn't consider you to be a member unless you are a member of ASTMH and contribute \$25 and check the box to join ACAV. Greg Ebel proposes to ask that ASTMH accept our ACAV list in addition to their own information. Also, invited speakers get their registration fee waived IF they are not members, which disincentives membership. Mike Turell suggested that ASTMH raise the cost of the meeting a little and offer free membership.
6. Scott Weaver asked: is there a way to raise money from industry to support student participation in the ASTMH meeting, given its high expense? We would also like to be able to fund speaker travel for the symposium. Laura Kramer asked: is there a way to have less expensive housing for students for the ASTMH meeting?
 - a. Greg Ebel has a list of ACAV members who have ties to industry. Nik Vasilakis volunteered to pursue potential industry donors.

V. Discussion of ACAV member CV database

1. Proposal that updated CVs of ACAV should be acquired on a regular basis both for eulogizing members who pass away and for setting up an expertise database.

2. Members agreed that the easiest way to accomplish this would be for ASTMH to implement a radio-button via which members could upload their CV each time they pay their membership dues.
3. Mike Turell took this proposal to ACME, which made/approved a motion to bring the idea of collecting CVs before the whole society.

VI. Council Makeup

1. Term of service as ACAV member is four years; full roster is 8 council members. Thus we have established a rotation in which two councilors rotate off each year and two new councilors are elected each year.
2. Term of service for chair is one year; to provide continuity, new chair will be elected when she/he still has at least three years left to serve. That way, there will always be a past chair, a current chair and a chair-elect on the committee.
3. Kathryn Hanley nominated during the meeting as Chair-elect -unanimous vote in favor and Hanley accepted.
4. Laura Kramer agreed in principle to return to the position as Secretary.
5. Scott Weaver agreed to continue as Treasurer.
6. Don Burke will continue as Archivist.
7. Mike Turell is rotating off of the committee.

VII. ACAV symposium for 2014

1. Greg Ebel noted that Alex Ciota is going to present at our symposium, but Amy Schuh was sent to West Africa and Peter Walker had to bow out of symposium.
2. Remi Charrell videotaped his talk.
3. Nik Vasilakis is talking in place of Peter Walker.

VIII. ACAV symposium for 2015

1. Ann Powers noted that the topic for the 2015 ACAV symposium has to be finalized beginning of March.
2. Scott Weaver asked whether we can wait to decide this? Aaron Brault suggested that we call it ACAV II symposium as a placeholder. Greg Ebel decided that we will leave it unsigned for the moment.
3. Scott Weaver and Michael Drebot volunteered to take the lead for the 2015 symposium; Brad Blitvitch will serve as alternate.

IX. ACAV Table

1. Brad Blitvitch prepared two beautiful posters of ACAV members and one of the Kelly Labell award as well as informative flyers.
2. Blitvitch expressed that the table was too small and that there were no poster boards on which to mount the posters. Also it was necessary for presenters to stand in front of the table, which was awkward.
3. Kramer asked whether we could find out about amount of space in advance? She suggested that we bring this up at council.
4. 2015: Chris Mores and Brad Blitvitch will take charge of table.

X. Subcommittee reports

1. SEAS (Mike Turell)
 - a. A "real" arbovirus grows in arthropods, grows in vertebrates, is transmitted by arthropods in the real world. Alternatives are things like rodent/bat-associated virus.
 - b. Every time a virus was registered as an arbovirus, it was sent to SEAS for evaluation.
 - c. Committee has not gone back to the catalog to update it with current knowledge.
 - d. Would like to revitalize this committee- should look for 5-7 people from 5-7 different institutions.
 - e. Should also update the existing database.
 - f. Should get international participation.
2. SIE (Anne Powers)
 - a. Seven new viruses submitted to the committee that need assessment.
 - b. No plans at present to merge with SEAS.
3. SIRACA (Scott Weaver)
 - a. Hosted informal presentations by Nik Vasilakis about and mesoniviruses and Pedro Vasconcelos about recently characterized bunyaviruses in the Amazon basin.
 - b. Scott asked for volunteers to present next year but no hands went up; he promised to "twist arms" at a later date.

4. SALS (Tom Ksiazek)
 - a. Held discussions about how institutions are handling activation protocols.
 - b. Tom will try to generate a survey as a resource for new faculty members who need to inform their institutions about standard practice.
5. ASTMH Council Meeting (Greg Ebel)
 - a. A lot of discussion at the meeting about advocacy work, financial status, and journal.
 - b. Society is in good shape and journal is doing well financially.
 - c. ASTMH donated \$1500 to ACAV over the summer, which allowed award of 5 travel awards (1k from us). Can we count on this next year? Maybe, but ASTMH has made no commitment.
 - d. Another point raised by Phil Rosenthal- do we want to establish a page waiver fund to increase number of virology/ arbovirology papers in ASTMH? Scott Weaver asked whether other subgroups are doing the same thing. Ann asked how many people were denied for waiver. This is not known. Greg Ebel suggested waiting a couple of years before deciding about this. Laura Kramer noted that we would need a committee to determine which papers merit this. Chris Mores asked: do we need to encourage our membership to publish in Trop Med? Unanimous vote against a page waiver fund.
 - e. ASTMH is asking a lot more of subgroups now. Greg Ebel asked whether ACAV would be interested in issuing a certificate on core knowledge in arbovirology? Laura Kramer indicated this seems rather far-fetched.

XI. Awards

1. Shope fellowship is not being awarded this year because there were only three nominees and the selection committee felt that none was of sufficiently high caliber to merit the award.
2. Oddly, there were 28 nominees for student and post-doc travel awards, but only three for Shope.
3. Scott Weaver mentioned that Shope award requires a proposal; Greg Ebel stated that we need to do a better job advertising the award.

XII. Other Business

1. Pre-meeting course
 - a. Greg Ebel stated that BEI vector focus group met on Tuesday, and they would like to sponsor a hands-on vector workshop. This would correspond with a meeting to revise arthropod containment guidelines. BEI is involved because they are making arthropods available to people.
 - b. Greg indicated that a pre-meeting course could be a useful way to engage with ACME and BEI. Question: is ACAV in support of doing a pre-meeting course? Laura: think it is a good idea to get more involved with ACME. Greg will indicate that ACAV is in support.
2. American Society of Virology
 - a. Scott Weaver asked: should we also do outreach to ASV? Perhaps one evening social event and one symposium? ASV has clubs that have their own pre-meeting symposia but they will consider ad hoc symposia as well.
 - b. Michael Drebot suggested that maybe that's something to do every other year. Laura Kramer suggested that ACAV could host a lunch.
 - c. Scott Weaver noted this is his last year on ASV council so this would be a good year to try to integrate with ASV.
 - d. Scott Weaver also reported that ASV needs nominees for insect virology position. Brad Blitvitch is willing to be nominated.
3. Newsletter
 - a. Ann Powers has a plan for preparing a newsletter. It should be out in the early spring. Goal is to get to quarterly.
4. Website
 - a. Greg Ebel is planning to update the website, which is badly out of date.

AMERICAN COMMITTEE ON ARTHROPOD-BORNE VIRUSES (ACAV)

ACAV Executive Council Members—2015

Member	Position	Term Expires
Christopher Mores	Chair	2015
Gregory Ebel	Past-Chair	2015
Kathryn Hanley	Chair-Elect	2015
Kathryn Hanley	Secretary	2015
Scott Weaver	Treasurer	2015
Donald Burke	Archivist/Historian	2015
Michael Drebot	Councilor	2015
Brad Blitvich	Councilor	2016
Aaron Brault	Councilor	2016
Nikos Vasilakis	Councilor	2017
Christopher Mores	Councilor	2017
Kathryn Hanley	Councilor	2018
Rebecca Rico-Hesse	Councilor	2018

GUIDELINES FOR THE AMERICAN COMMITTEE OF ARTHROPOD-BORNE VIRUSES

During the 1987 executive council meeting of the American Committee on Arthropod-borne Viruses (ACAV) in Los Angeles, it was agreed that guidelines for the committee need to be established and recorded in a single document. The ACAV currently operates under procedures that are stated in various reports. A summary statement of the ACAV organization would assist new executive council members and chairpersons in understanding how the committee operates. In addition, modifications in procedures could easily be incorporated into a centralized body of information.

The information that follows is intended only as a guide for the ACAV organization; goals of the ACAV are stated in other publications. During the formation of ACAV it was agreed that the group would not be a formal organization with by-laws. Rather, it would provide a forum for exchange of information among people interested in arbovirus research.

The ACAV meets annually in association with the American Society of Tropical Medicine and Hygiene (ASTMH). An executive council is the governing body of the ACAV. The council is chaired by a person who directs council and committee meetings and retains the ACAV files. The chairperson of the executive committee serves a 4-year renewable term and is elected by the executive council at the annual council meeting. The council consists of six people who each serve a 4-year term. New council members are elected by members of the ACAV. Council members who are rotating off form a search

committee that nominates council candidates; the slate of candidates must be approved by the existing council. The chairperson of the council sends ballots to the ACAV membership. The candidates who receive the most votes are notified and take office at the next annual meeting of the ACAV. There is no quorum for the election of officers or for other council and committee votes. Should a member of the executive council resign or leave the ACAV, a new council member is appointed by the executive council to complete the original member's term.

Other ACAV positions include a secretary, treasurer, historian and international advisors. The secretary is the newest member of the council and records minutes of the council meeting. The treasurer is appointed to a 4-year renewable term by the executive council and maintains the ACAV funds in a subaccount of the ASTMH. Withdrawals and deposits from the ACAV account are arranged with the treasurer. The council chairperson must approve all withdrawals, and the council must be consulted for withdrawals of \$100 or more. The historian is designated by the council and provides historical information on the operation of the ACAV. The council selects international advisors, determines the number of advisors, and defines the length of the advisor's terms.

All people interested in joining the ACAV may do so by attending a meeting and signing their name to the attendance sheet. Membership in the ASTMH is not a requirement for membership in the ACAV. People missing three consecutive meetings will lose their

membership in the ACAV. Exceptions to this attendance rule are made for people with emeritus status and for some overseas participants. Emeritus status is automatic upon retirement. The executive council must approve an attendance exception for people living overseas.

Subcommittees are an important part of the ACAV and are formed when sufficient interest is presented to the executive council by ACAV members. The council reviews proposed subcommittees and decides whether a particular subcommittee is needed. When council approves the formation of a subcommittee, it appoints a chairperson. The subcommittee chairperson, in consultation with the ACAV chairperson, appoints subcommittee members. New subcommittees formalize their objectives and structure. All subcommittees report progress on objectives at the annual meeting to the ACAV.

The ACAV presents three awards, when appropriate, in staggered three-year intervals. The chair of the executive council appoints a nominating committee for each award. Recipients of awards are selected by the executive council. An announcement requesting nominations for each pending award is published in the *Tropical Medicine and Hygiene News* at least six months prior to the ASTMH annual meeting. This procedure provides the nominating committee with nominations and documentation from ACAV members. The Scherer/Hardy Award is given to an outstanding graduate either before graduation or up to 3 years post-graduation. Accrued interest from the account for this award is used to defray costs associated with the student's participation at the annual ASTMH meeting. The council chairperson may use general ACAV funds to assist in this effort. The Dalrymple/Young Award is given to a mid-career investigator who has made an outstanding contribution to arbovirology. The Richard M. Taylor Award is given to a person who has made outstanding contributions to arbovirology throughout his or her career. Medals for the Young and Taylor Awards are retained by the treasurer until they are requested by the chairperson for presentation at the annual committee meeting.

In addition to award presentations, the agenda for each annual meeting includes old and new business, epidemic reports, and a symposium on a relevant topic. Prospective symposium topics are discussed by the executive council and solicited from the committee membership, but the final decision on what will be presented is determined by the chairperson.

Awards

Dalrymple/Young Award. Presented to a mid-career investigator who has made an outstanding contribution to arbovirology.

Recipient	Year
Ebihara Hidecki	2013
Jonathan Towner	2010
Heinz Feldmann	2005
Scott C. Weaver	2002
Stuart T. Nichol	1999
Connie Schmaljohn	1996
James LeDuc	1990
Donald Burke	1990
Barry J. Beaty	1988
Thomas Monath	1985
David H. Bishop	1982

Richard M. Taylor Award. Presented to a person who has made outstanding contributions to arbovirology throughout his or her career.

Recipient	Year
Barry Beaty	2012
C.J. Peters	2012
Thomas Yuill	2009
Robert Tesh	2009
Charles Calisher	2006
Frederick A. Murphy	2002
Philip K. Russell	2000
Leon Rosen	2000
Scott Halstead	1999
Thomas Monath	1994
James Hardy	1990
Robert E. Shope	1987
Karl Johnson	1987
Harry Hoogstral	1984
Thomas H.G. Aitken	1984
Telford Work	1981
Ottis and Calisa Causey	1980
Wilbur Downs	1979
Pedro Galindo	1977
Roy W. Chamberlain	1975
William C. Reeves	1973
W. McD. Hammon	1970
Jordi Casals	1968
Richard M. Taylor	1966

Scherer/Hardy Award. Presented to an outstanding graduate either before graduation or up to three years post-graduation.

Recipient	Year
Alexander Ciota	2013
Amy Schuh	2013
Brian Bird	2010
Patricia V. Aguilar	2007
Gregory D. Ebel	2004
Aaron Brault	2001
Ann M. Powers	1997
Kurt Kamrud	1997
Scott C. Weaver	1993
George Ludwig	1989
Rebeca Rico-Hesse	1986
Daniel Sundin	1983

Kelly Labell Travel Award

Nicholas Bergren	2013
Andrea Bingham	2012
Patrick Vander Kelen	2011
Sheri Anderson	2010
Nicole Arrigo	2009

ACAV Student Travel Award Recipients

Nunya Chotiwan	2014
Brittany Dodson	2014
Nisha Duggal	2014
Nathan Grubaugh	2014
Meghan Elizabeth Hermance	2014

**ACME SUBGROUP
 (AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY)**

Council Meeting Minutes

November 2nd, 2014
 3:30-5:30 pm
 Marriott Beauregard Room, 5th floor
 New Orleans Marriott
 New Orleans, LA

**Chair: Jennifer Anderson, PhD
 Secretary/Treasurer: Rebekah Kading, PhD
 Past Chair: Stephen Dobson, PhD**

1. Call to Order (Jennifer Anderson, PhD)
2. Introductions

a. Attendance

<u>Name</u>	<u>Rotating off</u>	<u>In Attendance</u>	<u>Comments</u>
Sam Telford, MS, DSc	2014	Yes	Hoogstraal Medal Coordinator
Jason Rasgon, PhD	2014	No	
Nora Besansky, PhD, FASTMH	2014	No	
Nicole Achee, PhD	2015	Yes	2015 Chair
Jennifer Anderson, PhD	2015	Yes	2014 Chair
Stephen Dobson, PhD	2015	No	
Lyric Bartholomay PhD	2016	Yes	
Kristin Michel, PhD	2016	No	
Dan Kline, PhD	2016	No	
Rebekah Kading, PhD	2017	Yes	
Maria Duik-Wasser, PhD	2017	Yes	
Gonzalo Vazquez, PhD	2017	No	
Phil Armstrong, ScD	2018	Yes	
Michael Reddy, PhD, MPH	2018	Yes	
Michel Slotman, PhD	2018	No	
Kevin Macaluso, PhD		Yes	
Mark Benedict, PhD		Yes	
Mike Turell, PhD, MPH		Yes	ASTMH program committee member
Brandy St. Laurent, PhD		Yes	Student representative

3. Call to order – Jennifer Anderson
4. Introductions and review of incoming/outgoing councilors

a. Incoming (2015 – 2018 term)

- i. Mike Reddy – Bill and Melinda Gates Foundation
- ii. Michel Slotman – Texas A&M
- iii. Phil Armstrong – Connecticut Agricultural Experiment Station

b. Outgoing 2014

- i. Sam Telford – Tufts University
- ii. Jason Rasgon – Penn State University
- iii. Nora Besansky – Notre Dame University

Sam asked if we should hand over the Hoogstraal duties to another councilor. He is happy to continue but can hand over duties. Council will need to discuss who will handle the Hoogstraal duties in the coming year. *At the conclusion of the annual meeting Nicole asked Sam if he would serve in this role for 2015 and requested Sam to provide a brief outline of responsibilities and timelines for future Hoogstraal Medal appointees.*

5. Election of Chair-Elect from Candidates: Lyric Bartholomay was nominated and is willing to serve. Nicole called for vote. Seconded by Phil. Lyric officially approved as chair-elect. Jennifer welcomed Nicole Achee as the incoming chair for 2015.
6. ACME Report (attached) – was circulated earlier by email for comments and council input
7. Treasurer report on ACME finances (Rebekah Kading)
 - a. \$4,853 in account right now
 - b. Membership fees are our major source of income, and have increased from \$2,880 in 2013 to \$3,425 in 2014.
 - c. Annual meeting expenses keep increasing - \$3072 budgeted this year for the annual meeting – most of that goes towards our networking mixer.
 - d. We received an additional \$1,500 this year from the ASTMH to put towards student travel awards.
 - i. Jennifer Anderson - We need to advocate for continued society funds for travel awards – the gift we got this year may not be for every year.
 - ii. At the conclusion of the annual meeting Nicole Achee was informed that 2015 ASMTM parent council awards will be decided on a per annum basis with confirmation expected by end of calendar year 2014.

- e. At the conclusion of this year's ASTMH meeting we will see some changes to our account, including additional annual meeting charges, deposit from the booth sales, and disbursement of the \$1000 Hoogstraal award.
- i. Sam Telford–Hoogstraal recipient does not always accept the monetary part of the award. He will ask Dr. Lane if he would like to donate his award to ACME.
 - ii. At the conclusion of this year's ASTMH's annual meeting, Dr. Bob Lane did graciously decline to accept the \$1,000 award so that the funds could remain in ACME's account.
8. Hoogstraal Award Update (Sam Telford)
- a. Winner: Bob Lane – UC Berkley, retired 3 years ago but still active. Authority on Lyme disease ecology, particularly in the Western US.
 - b. Candidate pool has been very strong the last 3 years. This year there were 10 candidates. Nominations carry over for 3 years. We are losing a lot of good people to retirement and this is a good opportunity to recognize and thank folks for their career contributions as they retire.
 - c. Lyric Bartholomay – asked about Parent Society Emeritus Memberships and do Hoogstraal recipients receive any honorary membership? Sam Telford– maybe we should approach that with ASTMH to get honorary membership to Hoogstraal winners. Jennifer Anderson – ASTMH voted in about 30 individuals as ASTMH Fellows (FASTMH) this year, so we can definitely approach the Society about getting our Hoogstraal winner on that list.
9. Symposium overview – (Nicole Achee)
- a. First symposium: keynote speaker will be Kevin Sweeney of the US EPA, speaking on “Key policies that affect medical entomology”, covering topics such as data regulations for EPA registrations of new products; new policies related to human landing catches, ovitraps, repellents etc. will be presented.
 - b. Second symposium: “Voices from the Field – the role of medical entomology in public health advocacy”. The objective is to highlight the benefit of Medical Entomology research and researchers in contributing to broader public goals of capacity building and knowledge transfer for a range of diseases.
 - i. Medical entomology in grass roots campaigns – an example from Ghana (Maude C. Meier)
 - ii. Medical entomology and private industry initiatives – partnerships and collective action against vector-borne diseases from New Guinea to Central Africa (Michael Bangs)
 - iii. Medical entomology in shaping government policy – an example from Mexico (Ildefonso Fernandez Salas)
 - iv. Medical entomology in inter-country relations – an example from Thailand and Cambodia (Wannapa Suwonkerd)
10. Discussion of ACME booth (Jennifer Anderson)
- a. We have books left over from last year, ACME logo shirts and hats (courtesy of Amy Morrison); 20 tick shirts from Sam Telford; Jennifer Anderson has malaria t-shirts from Mali; feeders from Thailand
 - b. We have at least 2 people per time slot manning the booth
 - c. Will close down booth during ACME Symposia
 - i. After the annual meeting it was discussed that ACME logo shirts and hats should be brought to the ACME business meeting symposium for improved sales.
 - d. Gonzalo Vazquez designed a brochure about ACME to make available at the booth
11. Mike Turell – representative from the ASTMH Program Committee - came from ACAV meeting and they were talking about having resumes/CVs on file from the sub group members. This discussion precipitated from the need to write an obituary for an ACAV member and no one had this person's CV. Having CVs on file would also be useful for outbreak situations for identifying qualified scientists to respond. Can the Society maintain a CV database for members? CVs could be uploaded online when memberships are renewed. The Society feels that if two sub-groups support this idea, the Society will organize it. Sam Telford – motions to support adding a CV to the membership renewal process. Phil Armstrong and Kristin Michel second. Motion passed.
12. Update on Guidance documents –sparked considerable discussion regarding the involvement of ACME in the development of these guidance documents.
- a. Human Subjects (Nicole Achee) – submitted the first complete draft to VBZD in July, reviews were constructive and not difficult to handle. The comments were addressed and resubmitted. Thursday – a couple more comments brought up that need addressed. She expects to have the remaining changes made by the end of the week and resubmit. When it has been accepted, she will talk to ASTMH/ACME about putting a link on the website for article visibility. This article has been in the works for 5 years.
 - i. Mark Benedict– original idea was that ACME would take a very active role in either developing, reviewing and/or vetting (if non-ACME origination) these documents and drafts would circulate among the ACME membership. However, opinions were diverse among the ACME membership. At this point, ACME has no relationship to this guideline development.
 - ii. Lyric Bartholomay– raised the issue of ACME endorsements to add credibility to the various guidance documents in preparation. Jennifer Anderson - at what point in the process do you seek that endorsement? Nicole Achee– needs to be a formal vetting process for ACME. Mark Benedict worked on this but it never got adopted by the ACME Council. Jennifer Anderson– the point is to bring things up to the Council and membership before it is officially endorsed. Nicole Achee – how do we bring ACME into this process? For now, for the HLC manuscript, at least have a link. Kevin Macaluso– parent council has difficulty with endorsements, involves lawyers etc. Maybe just say “members of ACME were involved in this...”
 - iii. Consensus is that ACME should have a role in the creation of these guidance documents but how do we do that? Mark Benedict will send his suggested mechanism/process around again for comment.
 - b. Mosquito Releases (Mark Benedict) –
 - i. Mark Benedict was originally asked by NIH to organize this document. The rough draft focuses on what an experimental release consists of, has a relatively narrow focus, and covers mostly mark-release-recapture studies. The document contains useful considerations for institutional biosafety committees. This document is also being developed outside of ACME.
 - c. Proposal to update the Arthropod Containment Guidelines (Sam Telford)

- i. ACME name is on ACL guidelines
 - ii. Working on version 2 –
 - 1. Reiterate that local institutional biosafety committees should be able to modify any recommendations based on their own internal risk assessments
 - 2. Document was written mainly with flying arthropods in mind, so he has augmented the crawling arthropods component
 - 3. Resource-poor labs in community colleges – emphasize role of local biosafety committees and SOPs
 - 4. Select agent rules need to be considered and followed
 - iii. Sam Telford– would like to circulate this document to the ACME council. Jennifer – wants to circulate Mark’s document first to adopt a process for vetting. Nicole Achee – will send her document around so ACME can decide whether to link it on the website.
 - iv. Mike Turell – suggests sending it to Council for comment, change bylaws, then send to membership to simply “approve” or “disapprove” and give them one week to respond. Impossible to satisfy everyone.
13. Discussion of ACME newsletter and any interest in publishing an additional newsletter
- a. Jennifer Anderson suggests having 2 newsletters – one after mid-year meeting containing update information, and the other right before the meeting to promote the meeting and ACME symposia
14. Discussion of ACME charter updates
- a. Chair-elect – Jennifer Anderson suggests having some stronger language for how the chair-elect is voted in
 - b. Jennifer Anderson will propose language and send it around
15. Membership survey
- a. 87/400 respondents; good age range of respondents
 - b. More responses from non-student population, but our membership is mostly students and post-docs so there was some bias to consider. Most responses from academic institutions. Good distribution of interests and research areas, but not as many student responses as hoped.
 - c. Most respondents worked on mosquitoes, followed by ticks
 - d. Arboviruses and malaria were top two disease systems of respondents
 - e. People join ACME for career networking
 - f. Students and post-docs sought to go into academia for their career – Jennifer Anderson suggests bringing in other perspectives and opportunities since funding to academia is down
 - g. Most people said they would continue to pay for ACME dues when their trainee status ended
 - h. Would people attend a pre-meeting course on medical entomology – 60% yes
 - i. What would you like to get out of ACME
 - i. Networking
 - ii. Develop collaborations
 - iii. ACME social – informal night time
 - iv. Learn about field work
 - v. Keep up with information
 - vi. Professional recognition
 - vii. Identify students
 - viii. Training opportunities for students
16. Discussion of potential pre-meeting course - ACAV and ACME currently don’t offer a pre-meeting course. ASTMH suggested that ACAV and ACME join forces to have a pre-meeting course. Karen Goraleski suggested to ACME to send a proposal in for consideration. Kristin Michel and Lyric Bartholomay were already thinking about such a course for 2016. Jennifer Anderson suggests having a different theme each year for a 1-day course. The inspiration is the Biology of Disease Vectors course that many ACME members have participated in, but our pre-meeting courses have to fit into one day. Jennifer circulated some ideas for comment and the following considerations were discussed:
- a. Budget – it is not cheap - \$15,000 – 22,000
 - i. Much of this expense can be recovered by the tuition rates for the pre-meeting course, but how much is covered would depend on how many people enroll.
 - b. Nicole Achee– can local resources and expertise be tapped into for these courses – like Tulane in New Orleans or CDC in Atlanta?
 - c. Lyric Bartholomay – BEI has funds for workshops. The original idea for the BEI workshop was to have a 2-day workshop in conjunction with the ASTMH meeting in Atlanta in 2016 to bring in people with key expertise in rearing different arthropod taxa. It was too complicated and expensive for BEI and they wanted the workshop to take place in Washington DC. In a follow-up conversation with the BEI focus group on vector biology, at this’ year’s ASTMH meeting, identified another opportunity to submit a workshop proposal for 2015. Lyric Bartholomay and Kristin Michel now have such a proposal in preparation for 2015 to develop SOPs for different species of vectors to mirror the Anopheles online manual that was developed by MR4 and offered through BEI and MR4. The suggestion is now to have ACME organize a hands –on workshop dealing with rearing, forced matings, good techniques, with the goal of offering this for ASTMH Atlanta 2016. Regarding potential sponsorship with BEI – BEI want ACME to fund the 2016 workshop through ASTMH and BEI will potentially sponsor the SOP workshop in 2015.
 - d. Jennifer Anderson– wants to attract international participants. Not sure about joint ACME-ACAV course – the theme would need to be right. Jennifer Anderson got some information from Buffy Finn on the attendance to non-clinical courses:
 - 1. How many people generally attend the basic sciences pre-meeting course? Basic Science varies. A few years ago they had just over 30 attendees which is very low. This year they will probably end up with 60+ attendees. The Global Health and Clinical both have over 70 attendees so far.
 - 2. Do mainly students attend? Some students attend but not many.
 - 3. The costs are hefty - do groups get financial sponsors to help fund the course? Do groups generally rely solely on registration fees to fund the course? Nope, they rely solely on the registration fees.
 - e. Sam – clinicians are always asking how to identify ticks and mosquitoes – would be a practical first course to offer in 2015, and reach out to the clinical ASTMH community
 - i. Nicole Achee – start small with 7 or 8 speakers in 2015 related to ‘Clinical Entomology’ to highlight various ACME ‘themes’ and see how it goes. Kristin Michel – next year [2016] we can do a more technical workshop that targets ACME members.
 - ii. Jennifer Anderson – agree that we will shoot for this clinical entomology course next year – need a committee to work on this. Nicole Achee volunteered to work on it – Sam and Kristin Michel will help. The subcommittee will have a conference call following the 2014 ASTMH meeting.
17. New Business - none
18. Adjournment

ACTION ITEMS:

1. Council needs to discuss who will handle the Hoogstraal duties (Sam Telford or someone new)
 2. Advocate for continued ASTMH funding of student travel awards for our subgroup
 3. Approach ASTMH about adding our Hoogstraal recipients to the list of honorary ASTMH memberships (ie ASTMH Fellows)
 4. Follow up with ASTMH that ACME also supports having members upload their resume/CV during membership renewal
 5. Guidance documents
 - a. Jennifer Anderson will circulate Mark's suggested document
- b. Sam Telford will circulate his draft of ACL version 2 for ACME Council comment
 - c. Nicole Achee will circulate her accepted manuscript, and possibly put a link on the website
 - d. Approach Adriana Costero about seeking ACME endorsement for the mosquito releases document
6. ACME charter update – Jennifer Anderson will draft new language for how a chair-elect is voted in
 7. Pre-meeting course proposal development for 2015 – Nicole Achee, Sam Telford, Lyric Bartholomay and Kristin Michel.

AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY (ACME)

AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY (ACME) CHARTER

Name. The name of the organization shall be the American Committee of Medical Entomology (acronym—ACME). It is organized under the auspices of the American Society of Tropical Medicine and Hygiene (ASTMH), and will meet at least annually in conjunction with that society's annual meeting.

Objectives. The objectives of ACME shall be as follows

1. To promote medical entomology in the ASTMH and in organizations whose scopes of activities include the area of human diseases transmitted by arthropods.
2. To organize symposia or workshops annually that emphasize, but are not limited to, the contributions of medical entomology to tropical medicine.
3. To encourage active participation of medical entomologists in the ASTMH.
4. To recognize outstanding contributions by medical entomologists.

Membership. Membership is effective for one year and shall result from either of two acts: 1. Payment of a fee of \$25 to the ASTMH designated for ACME membership. (Funds shall be placed in the ACME account [1].); 2. Students and post-doctoral fellows may become ACME members by signing up and are not required to pay ACME membership dues. All ACME members must be in good standing as members of the ASTMH.

Officers. There shall be an Executive Council comprised of twelve [12] members, including a Chairperson, a Chairperson-elect, a Past-Chair, and a Secretary-Treasurer. Officers must be ACME members at the time of their election. Executive Council members serve four-year terms, and three new members shall be elected each year. Terms of service begin with the Executive Council meeting held the year of election and end with the Executive Council meeting at the end of the fourth year i.e. Executive Council members attend five meetings. The Chairperson, Past-Chair and Chairperson-elect serve for one year. The Secretary-Treasurer shall serve for a period of one to three years. The Past-Chair is an *ex officio* member of the Executive Council without Council voting rights if they have exceeded their fourth year of Council membership.

SELECTION OF OFFICERS:

Executive Council members. The three members who are due to rotate off the Executive Council shall comprise the nominating committee each year. They shall meet at the beginning of their third year of service immediately following the annual ACME business meeting and prepare a slate of nominees for election to the Executive Council. This slate shall consist of the names of at least five individuals. Nominees must be ACME members at the

time of their nomination and must either have not previously served on the Executive Council OR one of the following is true:

1. They are presently filling unexpired vacancies created by death or resignation from the Executive council
2. They have been off the Executive Council for at least one full year

It shall be the responsibility of the Nominating Committee to determine the eligibility of the nominees and to ascertain their willingness to serve on the Executive Council if elected. Upon completion of the slate of nominees and ascertaining the willingness of the nominees to serve, the Nominating Committee shall submit the slate to the Secretary-Treasurer, who shall prepare ballots to be sent to all members. Election should be completed no later than July 1 following the annual business meeting. Executive Council members elected shall assume office at the beginning of the following Executive Council meeting.

Chairperson-Elect. The Executive Council shall elect a Chairperson-Elect from among their members during the annual meeting of the Executive Council. Service as Chairperson-Elect begins at the end of the next ACME Business meeting.

Chairperson. The serving Chairperson-Elect shall assume the responsibilities of the Chairperson when the newly elected Chairperson-Elect assumes office.

Past-Chair. The Chairperson from the previous year shall serve as the Past-Chair.

Secretary-Treasurer. The Executive Council shall elect a Secretary Treasurer (which may include self-nominations) from among their members at any time there is a pending vacancy of the office. Election shall be for a period of no more than three years and is contingent upon annual election by the Executive Council.

Duties of Officers.

Chairperson. The Chairperson shall represent ACME to other Organizations, shall officiate at all meetings of the Executive Council and at annual business meetings, shall submit an annual report to the Executive Council of ASTMH, make all appointments for ACME, such as the individual to present the Hoogstraal Medal for Outstanding Achievement in Medical Entomology.

Chairperson-Elect. The Chairperson-Elect shall assist the Chairperson, shall serve in the absence of the Chairperson, and shall be responsible for the organization of symposia and workshops at the annual meeting of the ASTMH.

Past-Chair. The Past-Chair shall serve as a counselor to the Chairperson, particularly to maintain ACME institutional memory in council actions and decisions. They may also be called upon by the Chairperson to attend the ASTMH Executive Council Annual and Mid-year meetings in the Chairperson's stead if needed.

The Chairperson, Chairperson-Elect, and Past-Chair are to serve jointly as ACME leadership, including each other in ACME business communications and decisions throughout the year, to competently guide ACME in the present and future.

Secretary-Treasurer. The Secretary-Treasurer shall maintain the membership rolls, shall record minutes of all meetings, shall prepare and mail ballots for election, and shall receive, disburse and maintain an accounting of all moneys used by ACME. The Secretary-Treasurer keeps records of the council members and officers and shall notify Executive Council members of the years of the meetings they are expected to attend.

Other Procedures.

Subcommittees. Subject area subcommittees can be established and abolished by the Executive council.

Unusual vacancies. In the event of vacancies created on the Executive Council by death or resignation, additional nominations will be made by the members of the Executive Council and will be included on the annual ballot for vote by the membership to complete the unexpired terms. In such cases, individuals receiving the next highest number of votes to the three individuals elected to full terms will be elected to complete the unexpired terms.

Adoption of subsequent modifications. The adoption of this document and subsequent changes shall be upon recommendation of the Executive Council and affirmation by a simple majority of those members present at the annual ACME business meeting and will be effective immediately.

ACME Executive Council Members 2015

Member	Position	Term Expires
Nicole Achee	Chair, Councilor	2015 (2016)*
Lyric Bartholomay	Chair-elect, Councilor	2016 (2016)*
Jennifer Anderson	Past-chair, Councilor	2014 (2015)*
Rebekah Kading	Secretary-Treasurer	2017
Lyric Bartholomay	Councilor	2016
Kristin Michel	Councilor	2016
Dan Kline	Councilor	2016
Maria Diuk Wasser	Councilor	2017
Rebekah Kading	Councilor	2017
Gonzalo Vazquez	Councilor	2017
Michael Reddy	Councilor	2018
Philip Armstrong	Councilor	2018
Michel Slotman	Councilor	2018
Sam Telford	Hoogstraal Medal Coordinator	
Ellen Dotson	Student Award Coordinator	

(*date indicates Council term limit)

Awards

ACME has presented the Harry Hoogstraal Medal for outstanding lifelong service to Medical Entomology since 1987.



Recipient	Year
Robert Lane	2014
Barry Beaty	2013
William Reisen	2012
Abdu Azad	2011
Willy Burgdorfer	2010
William Collins	2009
Daniel Sonenshine	2008
Bruce Eldridge	2007
Mario Coluzzi	2006
Robert Washino	2005
John D. Edman	2004
Andrew Spielman	2003
Michael Service	2002
Chris Curtis	2000
Gene R. DeFoliart	1998
George B. Craig, Jr.	1996
A Ralph Barr	1995

¹ Accepted by those attending the ACME business meeting at the 2003 ASTMH National meeting in Philadelphia.

² In 1990, the membership voted (90 for; 11 against) to increase the term of membership on the Executive Council of the American Committee of Medical Entomology from three to four years. As a result, the number of persons serving on the Executive Committee at any given time will be 12.

³ This revised charter was accepted unanimously by a vote of those attending the ACME business meeting at the 2012 ASTMH Annual Meeting in Atlanta.

Thomas H.G. Aitken	1993
James H. Oliver	1992
William L. Jellison	1991
William R. Horsfall	1990
Robert Traub	1989
Lloyd E. Rozeboom	1988
William C. Reeves	1987

ACME Travel Award

Marta Moreno Leirana	2014
Christina Newman	2014
Margaret Paternina Gomez	2014
Robert McCann	2013
Anthony Clemons	2012
Julia Brown	2011
Cara Henry-Halldin	2010
Win Surachetpong	2009
Lauren Cator.....	2009
Meera Venkatesan	2008
Nicole Gottdenker.....	2008
Maria Julia Dantur Juri.....	2007
Lisa Purcell	2007
Luca Facchinelli	2006
Sonja Kjos	2006
Sharon Minnick.....	2005
Rebekah Kent.....	2005
Vincent Payet.....	2004
Rebecca Robich	2004
Patricia Nkem Okoye	2003
Junghwa Lim	2003

ACMCIP SUBGROUP
(AMERICAN COMMITTEE ON MOLECULAR, CELLULAR AND IMMUNOPARASITOLOGY)

Subgroup Meeting Minutes

Sunday, November 2, 2014
3:30 – 5:30 pm, Le Galerie 4
New Orleans Marriott
New Orleans, LA

President: Julian Rayner, PhD

Secretary/Treasurer: Niraj H. Tolia, PhD

In Attendance:

Julian Rayner, PhD, President
Manoj Duraisingh, PhD, Immediate Past President
Niraj Tolia, PhD, Secretary/Treasurer
José Stoute, MD, Immediate Past Secretary/Treasurer
Timothy Yoshino, PhD, Communication councilor
Amy Bei, Post-doc and student councilor
John Adams, PhD, Councilor
Rick Fairhurst, PhD, FASTMH, Councilor
Akhil Vaidya, PhD, Emissary from MBL Molecular Parasitology Meeting

I. The meeting came to order at 3:45 p.m.

II. **Planned Activities for the Committee:** The Committee discussed the institution of three new awards. The first award, to be named after Dr. William Trager, will honor a senior investigator with noted accomplishments within the Society. There was some discussion on whether to honor specific research breakthroughs, or to make it a broader career recognition award; there was strong support for the former. ASTMH has granted an annual budget of \$1500 to spend on training, there was some discussion about how to best use this. Two new training awards were discussed, an ACMCIP travel award for low and low-middle Income (LMIC) trainees that will enable LMIC trainees who are conducting basic parasitology research to participate in the Annual Meeting, and an ACMCIP Award for Advanced Training to enable trainees to attend practical training courses in the fields of molecular, cellular or immunoparasitology. The goal is to institute all three awards in time to be awarded at the 2015 meeting.
Action: JR to draft outline of Trager award and circulate; JR to contact Trager family to ask whether William Trager's name can be used
Action: AB to draft LMIC trainee award outline and circulate
Action: TY to draft Advanced Training award outline and circulate

III. **Further Training Activities:** The two trainee awards above arose from suggestions by Drs. Yoshino and Rayner to further the Committee's support of training activities. An award to support a trainee with the best oral presentation in the ACMCIP sessions to attend the next Wood's Hole Molecular Parasitology

Meeting (MPM) was raised by Dr. Duraisingh. This award would be analogous and reciprocal to the MPM award that enables selected trainees from the MPM meeting to present at ASTMH. Dr. Vaidya pointed out that the MPM organizing committee rotates every three years, and while there was support from the current committee (of which he is a member), the new committee should be approached when it is formed.
Action: MD to continue ongoing discussions about further deepening links between ACMCIP and MPM

IV. **Symposium suggestions:** Suggestions for the annual ACMCIP Symposium for 2015 were sought, and three were raised: 1) Epigenetics, 2) Microbiome, and 3) Biology of Vaccines. Further opinions and decision to be made by e-mail.
Action: JR to follow up and finalize Symposium title and speakers

V. **Pre-meeting course suggestions:** Suggestions for the annual Basic Science pre-meeting course were sought, and Dr. Adams suggested "*In vitro* and *in vivo* models of parasitic disease".
Action: JA to lead development of course, in collaboration with Christine Petersen

VI. **Elections:** Dr. Duraisingh nominated Niraj Tolia, PhD as Secretary/Treasurer. The motion was seconded and all members present voted unanimously.

VII. **Certificates:** Awarded to the best abstracts from students/post-docs from the Woods Hole Molecular Parasitology meeting.

Meeting adjourned at 5:30 p.m.

AMERICAN COMMITTEE OF MOLECULAR, CELLULAR AND IMMUNOPARASITOLOGY (ACMCIP)

Executive Council Membership

Member	Position	Terms
Julian Rayner	President	2015
Manoj Duraisingh	Past President	2015
Niraj Tolia	Secretary/Treasurer	2015
Rick Fairhurst	Councilor	2015
Timothy Yoshino	Councilor for Communications	2015
Amy Bei	Councilor for Trainees	2015

CHARTER OF THE AMERICAN COMMITTEE OF MOLECULAR, CELLULAR AND IMMUNOPARASITOLOGY

Objectives

The American Committee of Molecular, Cellular and Immunoparasitology (ACMCIP) is organized under the auspices of the American Society of Tropical Medicine and Hygiene (ASTMH) and has the following objectives:

1. To promote an organization that facilitates interactions among scientists who work in the varied disciplines of parasitology, especially in basic laboratory, pre-clinical and translational research, clinician sciences and population-based sciences.
2. To foster transfer of fundamental discoveries in basic research to applications that improve human health and to promote learning basic science aspects of parasitic diseases from humans afflicted with parasitic diseases.
3. To sponsor symposia or workshops to promote advanced research in medical parasitology.
4. To facilitate recruitment and training in the most recent advances in medical parasitology.
5. To recognize outstanding contributions to parasitology.
6. To coordinate interactions and activities with other organizations and sponsored meetings to promote the objectives of ACMCIP.
7. ACMCIP will meet at least annually under the aegis of the ASTMH Annual Meeting.

Membership

Membership will require attendance at the annual business meeting of ACMCIP, as certified by a sign-up sheet circulated at the meeting.

Established investigators will be assessed an annual fee of \$25.00 per year. No fee will be charged to post-doctoral or pre-doctoral trainees. Membership will continue unless a member is absent from three consecutive annual business meetings. A former member may reinstate membership by attendance at any subsequent annual business meeting of ACMCIP. ACMCIP will establish a fund for voluntary donations to be managed by ASTMH. Funds will be used for activities that further the objectives of ACMCIP, including receptions, annual awards, fellowships and international training opportunities, payment of page charges in the *American Journal of Tropical Medicine and Hygiene* for qualifying articles (eg. editorials, topical reviews, symposium proceedings, cutting-edge papers, etc.).

Organization

There will be an elected leadership in the form of an Executive Council. The membership of the Executive Council should reflect the wide diversity of ASTMH, include a diverse set of disciplines and be international in scope. There will be an elected Chair. Councilors will be elected to represent the major aspects of molecular, immunological, biochemical, cell biological and clinical field aspects of medical parasitology. There will be an annual business meeting of ACMCIP during the ASTMH Annual Meeting. Administration of ACMCIP will be done in close relationship to the ASTMH office and the chair of the program committee. Subcommittees will be formed to deal with important issues such as awards, training initiatives, fundraising, interfacing with the *American Journal of Tropical Medicine and Hygiene*, planning of ACMCIP-supported symposia and workshops at the ASTMH Annual Meeting, to coordinate the selection of speakers from the Woods Hole Molecular Parasitology meeting and the Woods Hole Immunoparasitology meeting to present at the ASTMH Annual Meeting.

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

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 Jaquieroz 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 1st place (\$500: \$300 Elsevier+\$200 CG); 2nd place (\$300: \$150 each) and 3rd 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)

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)

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.

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Revised: 8 October 2004

ASTMH COMMITTEE ON GLOBAL HEALTH (ACGH)

Subgroup Business Meeting Minutes

Sunday, November 2, 2014

3:30 – 5:30 pm

Marriott La Galerie 2

New Orleans Marriott

New Orleans, LA

President: Katherine Taylor, PhD

Secretary/Treasurer: Ramin Asgary, MD, MPH

In attendance:

Dorothy Echodu
Christina Polyak, MD, MPH
Richard Reithinger, PhD, MSc
Jacaranda Van Rheenen, PhD
Indi Trehan, MD, MPH, DTM&H
Jon B. Woods, MD
Parnali Dhar Chowdhury
Wilbur Milhous, PhD, FASTMH
Jessica Fairley, MD
Teshome Gebre, PhD
Koya Allen, PhD, MSPH
Julie Pavlin, MD, PhD
Philip Gould, MD, MPH
Jon Ripp, MD
Ramin Asgary, MD, MPH
Johanna Daily, MD, MSc
Vita Cama, DVM, PhD
Katherine Taylor, PhD

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1. Call to Order (Katherine Taylor)
Elected Leadership Attending: Katherine Taylor, Johanna Daily, Ramin Asgary, Jessica Fairley, Teshome Gebre, Richard Reithinger, Indi Trehan and Christina Polyak. Not present was Kim Lindblade and Kayla Laserson who were unable to attend due to responsibilities related to the Ebola Outbreak. Juliette Morgan was also not present.
2. Introduction of New Leadership (Katherine Taylor) – Leadership were introduced and Taylor explained who was incoming and outgoing and the tenure of each elected member.
3. Membership (Katherine Taylor) – the membership of the subcommittee stands at 699, making the ACGH the largest subgroup in the society
4. Budget Review (Ramin Asgary) – the amount the subgroup has available is difficult to determine, as expenses from the meeting have not been deducted from the account. Asgary will develop a guidance document for how financial decisions are made by the subgroup.

5. Committee work update
 - a. Pre-Course Update (Christina Polyak) – The Pre-meeting course had just concluded as the Council meeting was beginning. There was not an exact figure on the number of registered participants. It was estimated to be approximately 100. It is possible there were more in the room that had not registered. The course was considered a success as there was good attendance and participation. Polyak stated that Regina Rabinovich was instrumental in the planning/inviting speakers due to her large number of contacts. She cautioned that it is important for organizers to have contacts in the domain of the meeting topic, otherwise it is difficult to get committed speakers.
 - b. Program (Katherine Taylor) – Announced the two symposia slots provided by the society for the subgroup and noted they were back to back. In future years, some advantage could be taken of the knowledge that sessions will be back to back.
 - c. Student group (Johanna Daily) – Student leaders were present at the meeting and shared the work they have done during the year and plans for the annual meeting. 1) The two – meet the expert webex meetings they organized – were successful with 15 – 20 participants per event. 2) Peer to peer networking event that will take place on Tuesday evening. 3) The Speed networking event, also planned for Tuesday evening. Discussion of how to organize the student group: Should there be an elected student representative on the council? Should there be a student leadership group? The Clinical subgroup has established a student leadership group and it was agreed that ACGH would look at their model and discuss further.
 - d. Awards (Kim Lindblade) – Taylor announced on behalf of Lindblade that the society has given \$1500 to each subgroup to specifically support travel awards, which allowed the subgroup to make two awards. Whether the funds will be provided in the coming year has not been confirmed but there is a high likelihood they will be. Elizabeth Thiele and Nathan Lo were awarded travel grants and Elissa Butler and Parnali Dhar Chowdhury were honorable mentions. Lo and Chowdhury were present and were introduced. Taylor announced that Chowdhury was the ACGH trainee representative at the society Council meeting. It was decided that a transparent process for selecting the trainee that

would be invited to attend should be established and that it is reasonable to select from travel grant awardees.

- e. Nomination (Ramin Asgary) - The ACGH established in their bylaws that the Treasurer will serve as the Chair of the nominations committee and the committee will in addition include the president, past-president and two ad hoc members. This past year they were Jon Ripp and Christopher Perdue. Jon agreed to serve another year as an ad hoc member. Christopher Perdue is currently deployed in W. Africa and should be contacted to see if he would like to continue another year. Asgary noted there was a very low turnout for voting.
 - f. Advocacy (Katherine Taylor) – Taylor participated in two Capitol Hill Days organized by the society and encouraged other members to do the same when the opportunity arises.
 - g. Journal Update (Regina Rabinovich) – Rabinovich was not present and the journal was not discussed.
6. Transfer of Authority – Taylor discussed the importance of the President and the President-elect working closely together throughout the year, especially during the Annual sub group council and business meetings, to ensure a smooth transition and that the incoming president has a stronger voice in the subgroups agenda for the coming year. It was also agreed that a

member of the elected leadership group should chair each of the subcommittees, and that subcommittee chairs would be identified before the end of the meeting.

7. New Business (Johanna Daily) – Subcommittee chairs and members are listed in a table at the end of the minutes.
 - a. Pre-course – ideas for next year – the group discussed ideas around 'lessons learned from the Ebola outbreak related to Health System Strengthening, resilience, preparedness tool kits, legislation, role of media, stigma, socio-epidemiology, and surveillance.
 - b. Program Committee – ACGH Symposia
 - c. Student Group – group formation and activities
 - d. Advocacy
 - e. Journal -Brainstorm Journal activities/special issue ideas
 - f. Awards
 - g. Membership – Discussion around the benefits of being a member of the ACGH and how those benefits can be articulated to our members. Should the group use their list serve to advertise jobs in global health? Should be decided.
8. Adjournment

ASTMH COMMITTEE ON GLOBAL HEALTH (ACGH)

Leadership

Member	Position	Term Expires
Johanna Daily	President	2015
Juliette Morgan	President-elect	2015
Katherine Taylor	Past President	2015
Ramin Asgary	Secretary/Treasurer	2015
Richard Reithinger	Councilor	2015
Indi Trehan	Councilor	2015
Jessica Fairley	Councilor	2016
Teshome Gebre	Councilor	2016

CHARTER OF THE ASTMH COMMITTEE ON GLOBAL HEALTH

Objectives

The ASTMH Committee on Global Health (ACGH) is organized under the auspices of the American Society of Tropical Medicine and Hygiene (ASTMH) and has the following objectives:

1. To promote the development of the field of Global Health which addresses multidisciplinary transnational approaches to health issues that unfavorably affect underserved and under-resourced populations.
2. To educate about global health issues inclusive of and in addition to ASTMH's traditional purview of tropical medicine and hygiene through pre-courses, workshops, symposia and abstract presentations
3. To foster collaborations between individuals and groups that address global health issues
4. To facilitate dissemination and publication of global health research
5. To provide recruitment opportunities for individuals interested in pursuing a career in global health.
6. To serve as a representative voice from ASTMH in other Global Health organizations, societies and working groups.
7. To recognize outstanding contributions in Global Health

Meetings

The ACGH will meet at least annually under the aegis of the ASTMH Annual Meeting.

Membership

Members in good standing of ASTMH who wish to join ACGH may do so by paying subgroup dues in accordance with rates set by the ACGH Executive Council. ACGH will establish a fund for voluntary donations to be managed by ASTMH. Funds collected on behalf of ACGH from sources such as dues, voluntary donations, etc. will be managed by ASTMH and used for activities that further the objectives of ACGH, including receptions, annual awards, fellowships and international training opportunities, and payment of page charges in the *American Journal of Tropical Medicine and Hygiene* for qualifying articles (e.g. editorials, topical reviews, symposium proceedings, cutting-edge papers, etc.).

Governance

Executive Council

There will be elected leadership in the form of an Executive Council consisting of a President, President-Elect, Past President, Secretary-Treasurer and four Councilors. Any active member in good standing is eligible for election to office. The initial leadership of the Committee on Global Health will serve for a total of 18 months.

The President-Elect and President will each serve terms of one year in succession. The Secretary-Treasurer and Councilors serve terms of two years. Terms of office begin at the close of the annual meeting at which the officers were declared elected. All members of the

ACGH Executive Council are allowed to vote on Council business. Council members may run for and serve consecutive terms.

The President serves as chief executive officer for the ACGH and presides over meetings of the ACGH Executive Council and the ACGH annual business meeting. The President may fill vacancies among the Councilors by appointing Councilors from the 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 membership to serve until the next annual meeting when a new Secretary-Treasurer will be elected.

The President-Elect presides over meetings of the ACGH in the absence of the President. If the presidency becomes vacant, the President-Elect will serve out the balance of the President's unexpired term before going on to complete his/her originally-scheduled term as President.

The Secretary-Treasurer of the ACGH works with the Secretary-Treasurer of ASTMH to monitor the Committee's finances and to develop its annual budget. The ACGH Secretary-Treasurer, ACGH President, or person determined by the ACGH President maintains minutes of the ACGH Executive Committee and annual business meeting and compiles reports on ACGH activities for presentation to the ASTMH Council as requested.

Elections

The ACGH Executive Council appoints a nominating subcommittee consisting of five active members. No more than three of those members may be current members of the ACGH Executive Council. A slate of candidates for offices to be filled at the next annual meeting will be distributed to ACGH members 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). Results of voting will be announced in the ASTMH newsletter and at the next ACGH annual business meeting.

Subcommittees

Subcommittees may be formed to deal with important issues such as awards, pre-course development, fundraising, career opportunities, interfacing with the *American Journal of Tropical Medicine and Hygiene*, and planning of ACGH-supported symposia and workshops at the ASTMH annual meeting. Members of the ACGH are encouraged to apply to participate on the Global Health Scientific Program Committee, following Society guidelines for participating on the Scientific Program Committee.