

OUT 8-8-85 to Exec
Committee

MINUTES OF THE INTERIM MEETING OF THE EXECUTIVE COUNCIL OF THE AMERICAN SOCIETY OF ANDROLOGY HELD ON JULY 23, 1985

A meeting of the Executive Council of the American Society of Andrology was called to order at 5:16 p.m. by President Steinberger in Room 108 of the University Center, McGill University, Montreal, Canada. Executive Council members present were: Amann, Ansbacher, Bardin, Cameron, Marmar, Robaire, Rogers and Vickery. Council members absent were: Davis, Hoffer, Horton, Neaves, Odell, Sanborn and Smith. In addition, at the invitation of the President, Committee Chairpersons Boccabella, Eward, Hinton, Newton, Rosemberg, Russell and Zaneveld were present.

Since a quorum (2/3) of the Executive Council was not present, President Steinberger asked those members of the Council present to serve as an ad hoc committee to discuss the agenda items as well as old and new business. Council members present, acting as an ad hoc committee, had their votes recorded on several items. The Secretary was requested to record the deliberations of this ad hoc committee of the Executive Council and distribute them as the minutes of the Interim Meeting of the Executive Council to all members of the Council. The Secretary also was requested to prepare a mail ballot listing items discussed by the ad hoc committee of the Council so that they can be approved, or disapproved, by vote of the full Council. The above procedures are as outlined in Article 3, Section 5(a) of the Bylaws of the Society.

President Steinberger announced that all ad hoc committees discussed at the last Council meeting had been appointed. In addition, Marmar was asked to prepare a working syllabus for organization of an annual meeting. Steinberger also noted that through an inadvertent error, Hamilton had been appointed in April 1985 as Chairman of the Publication Committee when, indeed, Hoffer will remain as Chairman of this Committee in 1985, consistent with the stipulation in our Bylaws that the Chairperson of this Committee serve for at least 3 years. It also was announced that funds had been obtained from Serono in support of the 1986 Serono Lectureship, but support for the postgraduate course was denied. The Texas Institute for Reproductive Medicine and Endocrinology has agreed to support the Young Andrologist Award in 1986. Other sources of support for the 1986 Annual Meeting and postgraduate course are being explored. A letter from the President was sent, by Vickery, to all individuals presenting a brief communication at the 1985 meeting encouraging them to submit a manuscript to J. Andrology.

The Secretary gave a brief report and noted that a large mailing was made to all members on May 28, 1985 and a second mailing was made on July 17. This latter mailing included additional information on the 1986 Annual Meeting and postgraduate course, a reminder to submit nominations for officers and award recipients, and a form for submission of abstracts. He reminded those present that additional mailings were planned for October 1 (changed to September 16, see below), December 14 and, possibly, January 17. He reminded those present that each mailing represented a considerable cost to the Society and it was essential that all information to be distributed to Society members be coordinated through his office and meet the stipulated deadlines. In discussion, Eward asked if an additional mailing for program and housing information relating to the 1986 Annual Meeting could be prepared. Council concurred that this was undesirable and it was agreed to shift the date of the October 1 mailing back to September 16 so that all members would receive information on registration and housing fees

prior to the deadline date (November 8, 1985) for submission of abstracts for the 1986 Annual Meeting.

The Treasurer reported that as of July 16 unrestricted assets of the Society totaled \$77,502, outstanding liabilities were estimated at \$37,000, leaving a net worth of approximately \$40,502 in unrestricted assets. The above estimate of liabilities does not include a debt to the Westin Hotel relating to the 1985 Annual Meeting/Congress and this liability may be as high as \$19,000. Restricted assets total \$14,870. An interim statement of accounts relating to the 1985 Annual Meeting/International Congress is attached. After discussion, Council authorized Vickery and Newton, with the possible assistance of Boccabella (who holds a law degree), to meet with officials of the Westin Hotel and attempt to settle that account. It was recognized that the Society may owe a certain amount to the Westin Hotel and that it is unlikely that this debt will be negotiated at a figure <\$5,000. Vickery and Newton were authorized to settle the account for any amount up to \$10,000 without further consultation with the Executive Council. By implication, if the settlement will entail expenditure of >\$10,000, Vickery will return to President Steinberger and the Council for further instructions.

In considering reports of standing and ad hoc committees, the President deviated from the sequence listed in the agenda as a courtesy to certain Committee Chairpersons present. The report of the 1985 Annual Meeting/Congress was presented by Newton. He noted that registration totaled 668 with 366 ISA/ASA members and 182 non-members from 44 countries present. In addition, 182 individuals attended the postgraduate course. Twenty-nine exhibitors were present to man 20 booths. Although exact numbers were not available, it was estimated that about 300 ASA members attended the conference. It was noted that net income from the 21 exhibitors (one did not come) totaled almost \$12,000 and that similar exhibits should be solicited for future meetings. Newton suggested that ASA might obtain authorization to award CME credits and save the Society money. This will be explored by the President. Dr. Newton was given a standing round of applause as a symbol of the gratitude of the Council for his tremendous efforts in organizing the 1985 Annual Meeting/Congress.

April
Information on the 1986 Annual Meeting to be held in Grand Rapids, Michigan was presented by Eward. A tentative schedule of events was presented and several changes were suggested. The postgraduate course will be held on Sunday, ~~May 20~~, followed by a student mixer (Council members were requested to attend) at 5:30 and a general welcome and reception at 6:30. Scientific sessions included a state-of-the-art lecture at 8:00 or 8:30 a.m. on the mornings of Monday May 21, Tuesday, ~~May 22~~ and Wednesday ~~May 23~~. A number of short oral presentations and posters were worked into the program as were several workshops on basic and clinical aspects of andrology. An awards ceremony was scheduled for Tuesday afternoon and the banquet will be held Tuesday evening, ~~May 22~~. Charges for the hotel rooms will be \$65 single and \$75 double occupancy and the banquet will be \$25. After considerable discussion, it was evident that Council members present did not wish to change the registration fee for the main meeting from the \$60 previously authorized. However, it was agreed to raise the fees for the postgraduate course from \$125 to \$150 with continuing education credit, \$70 without CME credit, and \$30 for students. A motion concerning the above stated fees for registration for the postgraduate course and the main meeting were made by Ansbacher and seconded by Cameron; approved unanimously. It was noted that individuals registering

April

April

for CME credit must critique both the postgraduate course and the main meeting. The postgraduate course appeared to be well-planned through the efforts of R. Sokol. CME credits will be awarded through the University of Texas Medical School at Houston. Eward also pointed out that St. Mary's Hospital is actively contributing towards hosting the meeting. It was agreed, by a vote of 8 to 1, that contributors supporting the meeting would be listed in the program. All Council members concurred with the sentiment that it was crucial that the 1986 Annual Meeting be planned and executed so that it would break even financially.

Amann moved, seconded by Robaire, that all speakers at the Annual Meeting in 1986, and subsequent years, who are members of ASA would not be paid expenses or an honorarium for participation in a postgraduate course or the annual meeting, except when the presentation was an endowed lecture. The motion was unanimously approved. In the case of speakers for the 1986 postgraduate course/annual meeting who had already been invited and accepted, it was hoped that they might waive their honorarium and reimbursement.

Robaire moved, seconded by Bardin, that 1 hour on the program of the Annual Meeting be devoted to the Awards Ceremony with the specific allocation of time within this 1 hour to be decided upon by the President and Chairpersons of the Awards and Program Committees, but with the intent that it include a brief explanation of the awards, presentation of the actual awards, possibly a 20-30 min talk by the Distinguished Andrologist, and/or a 20-30 min talk by the Young Andrologist. The motion was approved 8 to 1. It was noted that the recipient of the Student Award would have to be selected prior to the Awards Ceremony; this was not considered to be a problem. It was agreed to add a Student Colloquium and a Past Presidents Breakfast to the formal program for the 1986 and subsequent meetings.

A report of the Local/Program Committee for the 1987 Annual Meeting was given by Amann. He distributed a draft program of the 1987 Annual Meeting (attached) and requested that suggestions for changes in the program format be received no later than October 1, 1985. Odell (President for the 1987 Annual Meeting) and Amann met in Denver on June 13 to review the facilities, discuss general planning for the meeting, and develop a list of potential topics for state-of-the-art lectures and workshops. Suggestions for state-of-the-art lectures or workshop topics were solicited from those present or reading these minutes.

A report of the Future Meetings Committee was given by President Steinberger, on behalf of Rodriguez-Rigau. The question of holding the 1989 Annual Meeting independent of, or in conjunction with, the 4th International Congress was discussed. The Secretary noted that as of July 12, 1985, responses from only 176 of our 700 members had been received concerning site of the 1989 Annual Meeting. Although a majority of the respondents (including many resident in Europe) favored holding the 1989 Annual Meeting in conjunction with the Congress in Italy, it was the considered judgement of Council that the Society cannot skip a meeting in 1989, by not holding it in North America, and that many of our members, especially younger members, could not travel to Italy if the Society was to hold a combined meeting with the ISA Congress. Discussion also included the possibilities of reversing the prior plans to hold the 1989 Meeting in Montreal and the 1990 Meeting in New Orleans. Ansbacher moved, seconded by Cameron, that the 1989 Annual Meeting of ASA be held in New Orleans (preferably in March) and the 1990 Meeting of ASA be held in Montreal (possibly in conjunction with the Testis

Workshop). The motion was approved unanimously. It was noted that Howard Nankin had offered to host the 1991 Annual Meeting at Hilton Head Island, but this offer apparently has not been formally presented and was not deliberated.

The Constitution and Bylaws Committee has been active and a report was presented by Boccabella. He briefly went through the report and the complete report is attached. All members of Executive Council, and Committee Chairpersons, are requested to examine the report in detail and respond to Dr. Boccabella by September 15, 1985 outlining any further changes in those areas proposed for change (see underlined portions in the right-hand version of the attached material) or additional portions of the Constitution and Bylaws which should be changed. Prompt response is essential so that a revised version of the Bylaws can be submitted to the Executive Council for their approval by mail and then submitted to the complete membership for their approval, assuming the Executive Council approves the proposed changes.

The report of the Awards Committee was presented by Roseberg. She called attention to questions concerning awarding of Emeritus Membership status. The questions were: (a) Should Emeritus Members receive all mailings of the Society? (b) Should Emeritus Members receive the Journal of Andrology although they will not pay dues? (c) Should registration fees at the Annual Meeting be waived for Emeritus Members? Robaire moved, seconded by Bardin, that Emeritus Members should receive benefits (a) and (c). Approved unanimously. Ansbacher moved, seconded by Rogers, that Emeritus Members receive benefit (b), free receipt of the Journal of Andrology. This motion was defeated with a vote of 2 yes and 7 no. In the course of the deliberations concerning this latter motion, Amann pointed out that we should inform new members of the Society that past issues of the Journal of Andrology are available for purchase from the Society.

Russell reported on behalf of the Membership Committee that approximately 20 new members had joined the Society since the Annual Meeting. A mailing was made to approximately 200 individuals attending the Annual Meeting/Congress who were not members, suggesting that they join. President Steinberger wrote to all delinquent members in July suggesting that probably their failure to pay dues was an oversight and urged them to continue their membership without interruption.

Zaneveld reported on behalf of the Nomination Committee that a good response to the request for nominations was evident. There were 17 nominations for Vice President, 20 for Secretary, and a large number for members of the Executive Council. Zaneveld anticipated no problem in meeting the deadline for a December mailing of the ballot and biographical information to members.

Steinberger reported on behalf of the Publication Committee that royalties for the Journal had increased 41% over the previous year and totaled \$7,036.80 for 1984. The regular paid distribution for the Journal of Andrology was approximately 900 copies in late 1984 (about 575 members plus 325 non-members). During discussion, it was noted that additional advertisements would be desirable. Bardin pointed out, and it was accepted as the consensus of the Council, that as we negotiate the next contract for publication of the Journal of Andrology, we should carefully investigate both Lippincott and alternative publishers. Since the Society owns the Journal, it should be in a position to contract out for printing and mailing at a relatively fixed cost and the Society then would pocket the profit, rather

than depend on payment of a royalty. Also, by linking advertising in the Journal to profit for the publisher/printer, revenues to both the publisher and the Society could be increased. The Publication Committee should develop a list of specifications and solicit alternative publishers. Council members present urged the Publication Committee to be aggressive in renegotiating a new contract with Lippincott or an alternative publisher.

Roseberg reported that she had prepared a draft of a history of ASA and requested that comments on it be returned directly to her so that a revised version can be prepared. Council also approved preparation of a memorial paragraph for Dr. Griff Ross which will be published in the Journal.

The report of the Student Affairs Committee was presented by Hinton. He noted that the Grand Rapids Amway had provided a special student lodging rate for the 1986 Annual Meeting. A special committee appointed to consider the Student Award suggested a new title of "New Investigator Award" and to be eligible an individual would have to be (a) a predoctoral student, (b) a postdoctoral student or research fellow within 4 years after receiving a Ph.D., or (c) an individual serving as an intern, resident or research fellow after receiving an M.D. It was the consensus of the Council members present that the title and guidelines were appropriate and that they be recommended to the donor of the award, D. Eward, for his approval. The Student Affairs Committee suggested that membership for student members be altered to \$5 without a Journal or \$40 with a Journal. There was considerable discussion on this issue, and it was decided to leave the dues structure for Student Members at \$25 (including receipt of the Journal).

On behalf of an ad hoc committee, Ansbacher presented a report concerning a job description for an executive secretary. After brief discussion, an ad hoc committee consisting of Bardin (Chairman), Amann, Ansbacher and Vickery was appointed and charged to vigorously study the question of an executive secretary (professional or voluntary), draft a detailed job description and guidelines, and possibly suggest organizations or individuals to fill the role. A report to Council prior to March 1986 was requested.

In reporting on activities of the Past Presidents Breakfast, held in Boston, Ansbacher suggested that minutes of the Council Meeting be sent to all past presidents so that they would be appraised of activities and could provide advice, when appropriate. Council requested the Secretary to do this.

In the absence of Davis, President Steinberger reported that the Public Health Committee was being formed by Davis. Suggestions concerning members and activities of this committee should be directed to him.

Marmar reported that a syllabus (handbook) for conduct of Annual Meetings was being prepared and should be ready for distribution and comment, before finalization, in 2 or 3 months. Obviously, such a syllabus or handbook would be a working document and it is intended that the Chairperson(s) of the Local Committee and Program Committee update it annually.

Under old business, it was noted that there were no profits from the 1985 Annual Meeting/Congress. However, a private benefactor, who is a member of ASA, donated the amount of \$1.00 per registrant at the 1985 Annual Meeting/Congress to

the Italian Society of Andrology, on behalf of the American Society of Andrology, as a token of goodwill with the request that it be considered as "seed money" for the 4th International Congress of Andrology to be held in Italy in 1989. Council expressed its appreciation to the unknown benefactor for his/her generosity.

There was a brief discussion concerning the best way to solicit manuscripts for the Journal of Andrology. It was agreed that the Editor of the Journal was in the best position to invite submission of a manuscript by major (state-of-the-art) lecturers at our Annual Meeting. The Publication Committee was requested to solicit manuscripts from individuals presenting brief communications, or delegate this responsibility to the session Chairs.

Turning to new business, it was agreed that members of the Society should be surveyed regarding their preferences for the program and different aspects of the Annual Meeting. The consensus of those present was that a survey document should be prepared by the 1986 Program Committee and distributed during the meeting so that input could be obtained from individuals attending the meeting.

In the absence of Vice President Odell, President Steinberger presented a list of proposed Committee Chairs for the 1986-87 year. Odell has contacted these individuals and requested Council approval for them so that they can plan for activities commencing at the next Annual Meeting. Council members present approved the composition of the list, except for the proposed Chairman of the Nominating Committee. Robaire pointed out that the individual suggested by Odell had not been active in Society affairs or attended Annual Meetings and, therefore, might not be in the best position to serve in this capacity. The Secretary was requested to discuss this problem with Odell and prepare the list for the ballot to reflect Odell's wishes in this matter [he wished to keep Migeon] and also to editorially correct the list to reflect the Student Affairs Committee Chairman.

Steinberger suggested that since Lobl was responsible for exhibits at the 1986 Annual Meeting, he might wish to continue in this capacity for several years or until an executive secretary was employed.

There being no further business, the meeting was adjourned at 10:34 p.m.

Respectfully submitted,



R.P. Amann
Secretary

Distribution: Officers, Executive Council, Committee Chairs

Attachments