

CMOS Executive Committee 2022-2023 Meeting #3 2022-11-15
Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 3 15-11-2022

Minutes
Tuesday, November 15-2022, 2:00 pm EDT

Attendance:

President	Jim Abraham (JA)	√	Publications Director	Marek Stastna (MS)	x
Vice-President	Serge Desjardins (SD)	√	Councillor Member-at-large	Emily MacPherson (EM)	x
Treasurer	Jinyu Sheng (JS)	√			
	Secretary:		Executive Director	Gordon Griffith (GG)	√

(Quorum = two voting members plus the President or Vice-President)

Current meeting: Two voting members plus President = Quorum

Agenda & Attachments

1	1_Agenda_CMOS_Executive_3_SCMO_2022-11-15	4	4_NewMemberApplication(11)-110122
2	2_Draft Minutes_CMOS_Executive_2_2022-09-13	5a	5a_Minutes – draft – Centre Chairs and Membership Committee 2022-2023 – Meeting-2 2022-11-08
3	3_Council-Executive-CC – Action Items – 2022-11-14		

Attachments to Minutes

--	--	--	--

Acronyms Used:

ARRCU SIG	Atmosphere-Related Research in Canadian Universities Special Interest Group
UPEC	University and Professional Education Committee

1.	Approval of Agenda The agenda was approved as amended with the addition of newsletter update to the discussion items.
2.	Approval of Executive Meeting #2 Minutes 2022-2023 The minutes from Meeting #2 held on September 13, 2022, were approved as written.
3.	Council – Executive Action Items (GG) provided an update on the outstanding action items from the Council, Executive Committee and Centre Chairs and Membership Committee meetings. This document also maintains the historical record of complete action items.
4.	Decision Item a) New Membership Applications Eleven new membership applications were presented for approval, five were from the Montreal Centre including one from each McGill University and Concordia University and three from Université de Québec à Montréal (UQAM). (GG) and (JA) will organize another new member orientation meeting via Zoom.

CMOS Executive Committee 2022-2023 Meeting #3 2022-11-15
Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 3 15-11-2022

	<p>(GG) confirmed that 209 of 947 active members have renewed their membership for 2023.</p> <p>Motion: to approve the eleven new membership applications. JS/SD. Carried</p>
5.	<p>Discussion Items</p>
	<p>a) Centre Chairs & Membership Committee Meeting Summary</p> <p>(GG) chaired the Centre Chairs & Membership Committee November 8, 2022 meeting on behalf of (SD). The following key discussion items from the meeting were reported:</p> <ul style="list-style-type: none"> • Representatives from six of 13 Centres present. • The review of annual financial statements from centres was developed in a draft process and shared with the auditor. • Centres are supportive of the in-person option for Congress 2023, Vancouver Island Centre has allocated funds to help students attend. • Ada Loewen, Chair of the Students Committee, reported that some centres do not have student representatives as part of their respective executive committees and thus do not have any representatives on the national committee. Toronto Centre, for example, reported having difficulty in recruiting any student representatives from the numerous universities in the geographical area of Toronto Centre. • Some centres have student representatives and have different representatives on the national Students Committee. This discrepancy needs to be resolved as the original intent was to populate the national Students Committee with the student representatives on the centres' executive committees. • A review of the recent updates to the cmos.ca website was done, including post-secondary program listings, links/resources for early career scientists and ARRCU SIG pages. A suggestion was made to include a logo from each institution on the post-secondary webpage. • Vancouver Island Centre representative, David Fissel reported a concern of a significant decline in centre members from 2021 to 2022. He requested a list of all lapsed/inactive members from the geographical area so they could contact them to better understand why they are no longer members and potentially convince some to renew. Action: (GG) to send a list of all lapsed/inactive members to each Centre chair in early January 2023 seeking assistance in reminding these individuals to renew. • Toronto and Ottawa Centres are each developing a graduate level scholarship. • The Canada Wide Science Fair award categories are starting to cycle down to the regional competitions. This was reported by Len Barrie (Ottawa Centre). • The centre chairs agreed that the archives section of cmos.ca website is a very valuable resource that must be maintained. Great work by Bob Jones from Ottawa Centre. <p>The following items were discussed:</p> <ul style="list-style-type: none"> • Automatic renewal option for CMOS membership: The option of agreeing to have an automatic membership renewal will be investigated and implemented before the end of 2022. Action: (GG) will work with Qing Liao to implement the additional option of signing up for an automatic membership renewal and

CMOS Executive Committee 2022-2023 Meeting #3 2022-11-15
Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 3 15-11-2022

	<p>include this starting this renewal phase for 2023. Reminders will have to be sent out allowing individuals to opt in and/or opt out.</p> <ul style="list-style-type: none"> • University and Professional Education Committee (UPEC) will provide recommendations on changes to CMOS scholarship offerings.
	<p>b) Congress 2023 Update</p> <p>(SD) reported that the call for sessions will be available soon. The new website must be ready at the same time. As there will be a limit to the in-person participation numbers, everyone will be encouraged to register early to have the choice of attending in person. The call for sessions and the congress website will both be available in English and French. The French sessions will follow the “PICO” process (Problem-Intervention-Comparison-Outcome). Any funding/prizes for this session will be included in the Congress budget.</p>
	<p>c) Executive 2024-2027</p> <p>(JA) has reached out to centre chairs in the west looking interest in assuming the CMOS Executive Committee role for 2024-2027. Saskatchewan Centre declined. A reminder will be included in the next Centre Chairs and Membership Committee agenda.</p>
	<p>d) Scientific Committee Membership/Chair</p> <p>(JA) shared that he is discussing with Julie Theriault to takeover the chair of the Scientific Committee. Julie Theriault is actively involved in ARRCU, the Scientific Program Committee for Congress 2023 and as a member of the Scientific Committee.</p>
	<p>e) Council Request – Discussion on Potential Reforms to the Society</p> <p>Should there be a reform of how Council and the Society is run. (JA) suggested running a brainstorming/workshop session during the January 2023 Council meeting time. Invite committee chairs, centre chairs and others to discuss what could be done to make CMOS more relevant. Another idea was to have a similar discussion or a follow-up session during the Congress 2023. It may be beneficial to have a facilitator involved in the January Council session and the in-person session during Congress. Identify a few items to discuss.</p>
	<p>f) Newsletter</p> <p>(SD) intends to share the call for sessions in the next Newsletter. The honour of Keith Thompson’s career may be highlighted as well. Dalhousie University is developing a tribute in his name as well.</p>

CMOS Executive Committee 2022-2023 Meeting #3 2022-11-15
Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 3 15-11-2022

6.	Upcoming Meetings 2022-2023		
	Centre Chair & Membership Committee	Executive Committee	Council
	Tuesday	Tuesday	Tuesday
		August 31	
	September 6	September 13	September 27
	November 08	November 15	November 29
	January 10	January 17	January 31
	March 07	March 14	March 28
	May 09	May 16	May 30
			AGM xx
7.	Other Business		
	<p>a) Executive Director Performance Review 2021-2022 Action: (JA) stated that a final copy of the Executive Director performance assessment for 2021-2022 shall be sent to (GG) and goals and objectives for 2022-2023 need to be finalized.</p>		
8.	Adjournment (Meeting adjourned)		

Action Items

2022-2023			
ID	By	Action	Status
E3.5a.1	GG	to send a list of all lapsed/inactive members to each Centre chair in early January 2023 seeking assistance in reminding these individuals to renew.	Open.
E3.5a.2	GG	will work with Qing Liao to implement the additional option of signing up for an automatic membership renewal and include this starting this renewal phase for 2023.	Open
E3.7	JA & GG	stated that a final copy of the Executive Director performance assessment for 2021-2022 shall be sent to (GG) and goals and objectives for 2022-2023 need to be finalized.	Open