



Society for Education in Anesthesia
Annual Business Meeting
MINUTES

Friday, April 20, 2018
Hyatt Regency Louisville – Louisville, KY

0.0 Call to Order: The meeting was called to order at 12:20pm (Eastern).

1.0 Approval of Minutes

1.1 Minutes from October 20, 2018: A draft of the minutes from the October 20, 2017 Annual Business Meeting was distributed in advance and reviewed.

MOTION: It was moved and seconded to approve the minutes from October 20, 2017 as presented.

Motion Passed.

2.0 Committee Reports

2.1 Advancement of Technology in Education: Swapna Chaudhuri provided the Advancement of Technology in Education Committee report. The new, improved website was announced. The membership was asked to submit feedback on SEA-Q: Question of the Month, Tech Corner and Workshops.

2.2 Bylaws: Stephen Kimatian provided a brief overview of the proposed Bylaws Amendments that will be voted on after the Committee Reports during the Business Meeting.

2.3 Educational Meetings: Adrian Hendrickse provided the Educational Meetings Committee report. The meeting dates through Fall 2020 were announced.

2.4 Faculty Development: Tracey Straker provided the Faculty Development Committee report. The Committee sponsored workshops were announced and a brief overview of the peer coaching program was presented. It was also announced the Committee is seeking new members.

2.5 Finances: L. Jane Easdown provided the Finances Committee report. It was reported the SEA finances are stable, the investments/endowments are doing well, and an audit of the 2017 financials is almost complete.

2.6 Global Outreach: Jo Davies provided the Global Outreach Committee report. It was announced 10 SEA/HVO Fellowships are being awarded in 2018. The annual plea for donations was given and Lena Dohlman will be matching all donations 2 for 1 until April 30.

2.7 JEPM: David Broussard provided the JEPM Committee report. It was announced JEPM has an average of 84 days to decision with submissions. The Associate Editors were acknowledged for their work on the Journal and a brief summary of the expenses for 2017 was presented.

2.8 Medical Student Education: Michael Wiisanen provided the Medical Student Education Committee report. A summary of the workshops was provided, and it was announced the Committee is exploring the option of providing a clerkship director track at future meetings. Attendees were encouraged to invite their clerkship directors to become members of SEA and attend the meetings.

2.9 Membership: Paul Kranner provided the Membership Committee report. It was announced the Committee has grown and will be working on communicating the benefits of the new website to members.

- 2.10 Nominations:** See item 3.1.
- 2.11 Publications:** Barbara Orlando provided the Publications Committee report. It was announced the committee will be shifting to fewer newsletters and they will be disseminated prior to the Spring and Fall Meetings. The committee now has Co-Chairs and the platform of the newsletters was moved to the new website.
- 2.12 Research:** Nina Deutsch provided the Research Committee report. It was announced many great abstracts and SEAd Grant applications were received in 2018. The new grading format for curriculum abstracts was briefly discussed and the Committee is hosting a workshop on developing a successful grant application during the Spring Meeting.
- 2.13 Resident Education:** Cindy Ku provided the Resident Education Committee report. It was announced the Committee is seeking a Chair Designee. The Committee is working on two projects: a resident-as-teacher toolkit and plan to increase resident presence and membership in SEA.
- 2.14 Simulation:** Rachel Kacmar provided the Simulation Committee report. It was announced the Committee is developing a plan to share OSCE resources, working to liaise with the Resident and Technology Committees and is planning a joint workshop with SAAAPM for the 2019 Fall Meeting.

3.0 Nominations

3.1 Nominations for Board of Directors: The slate of nominees was announced by SEA Past President, Stephen Kimatian.

- President: Karen Souter
- President Elect: Stephanie Jones
- Secretary: John Mitchell
- Treasurer: Jane Easdown
- Directors (3 Positions):
 - Jeff Berger
 - Franklyn Cladis
 - Samuel Yanofsky

No additional nominations were received from the floor.

MOTION: It was moved and seconded to accept the slate of nominees as presented. **Motion Passed.**

4.0 Bylaws

4.1 Approval of Proposed Bylaws Amendments: A draft of the proposed Bylaws amendments were distributed in advance. Each of the proposed amendments were reviewed. There was a motion from the floor to further amend Article VI, Section 6 to include "November, or December," after each mention of October. The amendment is to allow an Annual Business meeting to occur in November or December.

MOTION: It was moved and seconded to approve the Bylaws Amendments as presented with the additional amendments made from the floor. **Motion Passed.**

5.0 SEA Updates and Announcements: There was no new business.

6.0 Adjournment: The meeting was adjourned at 1:07pm (Eastern).

Respectfully Submitted,
Andrew Bronson, CAE
Executive Director
(Drafted April 20, 2018)