

Minutes of the 2012 Annual General Meeting of the Canadian Society for Brain, Behaviour and Cognitive Science

The AGM was held on June 9 2012 during the Annual Meeting of the Society at Queen's University in Kingston, ON. Valerie Thompson (President) chaired the meeting and Peter Graf (Secretary/Treasurer) was the recording secretary.

1. Approval of the Agenda

The agenda was approved as circulated prior to the meeting.

2. Approval of the Minutes of the 2011 Annual General Meeting

The President noted that a draft of the minutes of the 2011 AGM has been available on the BBCS Web site. She identified minor revisions that are required, and asked for other corrections. No other corrections were identified and the minutes were approved.

3. Awards

A: *Donald O. Hebb Distinguished Scientific Contribution Award*

Sarah Shettleworth was awarded the 2012 Donald O. Hebb Distinguished Scientific Contribution Award.

B: *Richard C. Tees Distinguished Leadership Award*

Raymond Klein received the 2012 Richard C. Tees Distinguished Leadership Award.

C: *CSBBCS Early Career Award*

Frank Russo received the 2012 CSBBCS Early Career Award.

D: *Donald O. Hebb Graduate Student Award*

Spoken Presentation Award - **Winner:** Blair C. Armstrong, Carnegie Mellon University. **Honorable mention:** Tanya R. Yonker, University of Waterloo.

Poster Presentation Award - **Winner:** Brian Mathias, McGill University.

Honorable mention: Kevin R. Barton, University of Waterloo.

Decisions about the 2012 Hebb Graduate Student Awards were based on the assessment of a panel of judges. Students who were interested in having their presentation considered for an award submitted an extended abstract (maximum of 400 words). Based on the abstracts, nominees were evaluated at the conference by the panel on the basis of scientific impact and presentation quality.

The prize for best paper or poster is an award of \$500.00, an engraved plaque and a 1-year membership in BBCS. The prize for honorable mention is a 1-year membership in BBCS.

The 2012 Hebb Graduate Student Award Committee consisted of the following: Glen Bodner, Jody Culham, Myra Fernandes, Ingrid Johnsrude, Penny

MacDonald, Janet Menard, Doug Mewhort, Ken McRae, Chris Oriet, Debra Titone and Daryl Wilson.

4. Report from the Executive

A: *Financial Report & Membership Statistics*

The Secretary/Treasurer presented the Financial Report, noting that CSBBCS continues to be in excellent financial health.

The Secretary/Treasurer reminded the meeting that the financial statement provided at the meeting is always an interim report of the Society's financial health, a statement which includes neither a full accounting of the convention costs nor of the Society's membership. He noted that the organization of the annual meeting, including the collection of convention registration fees, is different from year to year and this difference is reflected in the Society's fluctuating annual financial reports.

The Secretary/Treasurer reminded the assembly that the Society previously purchased two GICs (one for \$50K and the other for \$25K) from HSBC, and that the Society continues to hold these GICs. The Secretary/Treasurer also reminded the assembly that Alan Kingstone has signing authority on the CSBBCS bank account.

The President underscored the Society's current equity position, reviewed accounting guidelines for equity holdings by not-for-profit organizations, and summarized possible strategies for reducing equity: 1. Declare a 1 year moratorium on membership fees (or impose a minimum membership fee so that we keep updated member contact information); 2. Create affiliate travel awards; 3. Create a mid-career contribution award; 4. Create an award for best paper published in CJEP in preceding calendar year. Discussion ensued of these and similar options with resolution that the executive would develop specific motion(s) for next AGM.

The Secretary/Treasurer reported that as of June 6 2012 (immediately prior to start of the annual convention), CSBBCS had 391 members (182 full members, 204 associate members; 5 emeritus members). He also observed that these membership numbers are substantially higher than they were in 2011.

Click [here](#) for Member Stats Report (as of June 6 2012)

Click [here](#) for Financial Report (as of August 31 2011)

B: *CSBBCS Governance*

The President briefly outlined governance issues or possibilities that are being considered by the CSBBCS Executive and plans for addressing them.

Extending the term of the President from 1 to 2 years. A 2-year term would provide more of an opportunity for learning about CSBBCS and to shape its direction. In the first year of his/her term, the President would have a Past-President, and in the second year of his/her term, the President would have a President-Elect. Thus, changing the term would not increase the executive committee. The executive will discuss this option, and possibly circulate a specific proposal to members in advance of the next AGM.

Review of CSBBCS Charter. The President explained that all executive members were encouraged to review the CSBBCS charter and aspirations, and to propose revisions to be submitted to the President by August 31 2012. The executive will review submissions, as well as review the Charter, and may propose changes to be circulated to members in advance of the next AGM.

Review of CSBBCS Bylaws & Terms of Reference. The President explained that the executive would review all bylaws, and introduce clarifications that are consistent with recent practice, and circulate updated bylaws to members in advance of the next AGM.

Addition to the Executive. In view of about 50% of CSBBCS being student affiliates, the President explained that it would seem appropriate either to reserve one executive position for a student affiliate or to create a new position for an affiliate. The executive will discuss this option and circulate a specific proposal to members in advance of the next AGM.

Clarification of Role/Responsibilities of Individual Executive Members. In order to clarify the roles, responsibilities and duties of various executive committee members, the executive may create 'job' descriptions, at least for the President, President-Elect and Past-President. In addition, the executive has agreed to create portfolios (convention portfolio, membership portfolio, communication portfolio) which describe a range of common tasks that occur from time to time, thereby delineate possible 'jobs' of executive committee members.

Participation in the CPA Scientific Affairs Committee. The President made a commitment to explore with the CPA the possibility of reserving for CSBBCS one seat on its Scientific Affairs Committee.

Executive spending authority. The President explained that bylaws of the Society do not include any provisions which authorize non-budget spending by the executive committee. She explained that the executive would develop a spending authorization bylaw and circulate to members in advance of the next AGM.

C: Web

In time for the 2010 convention, the CSBBCS membership system was more closely integrated with the registration system, making it easier to ensure that convention registrants are paid up members of the society. However, the 2011 and to a lesser extent the 2012 convention experience revealed room for additional improvements. The Secretary/Treasurer reported that about 98% of all payments (membership, convention registration) are made via paypal.

The CSBBCS website is undergoing a major overhaul which will make it easier to update the site. The overhaul is expected to be completed in late 2012.

5. NSERC

An lively and well-attended NSERC session -- focused on the federal budget and its impact on NSERC funding, the conference model now used by NSERC for making decisions about discovery grants, and the results from the most recent discovery grant competition -- was held as part of the regular conference program.

NSERC's RTI program: The President reminded the assembly of NSERC's decision to cancel the RTI program, and of possible follow up consultations which might occur, and she encouraged members to participate in related advocacy efforts. Brief discussion of NSERC session held as part of the convention program, and of strategies for communicating with NSERC regarding research funding and the RTI program.

6. Report on the Convention

Hans Dringenberg reported on the 2012 convention. For a pdf of an extended version of this report, prepared by Hans Dringenberg, [click here](#).

7. Thanks to the Meeting Organizers

On behalf of CSBBCS, the President acknowledged and thanked Hans C. Dringenberg, the conference organizer, the members of the organizing/program committee (Douglas Mewhort, Niko Troje, Daryl Wilson, Justin Deonarine, Jason Rajsic, Meaghan Wilkin), the conference volunteers (Megan Mahoney, Graham Raynor, Séamas Weech, Deanna Choi, Chloe Soutar), and the conference sponsors (Office of the Principal, Queen's University; Centre for Neuroscience Studies, Queen's University; Department of Psychology, Queen's University; Office of Research Services, Queen's University; Faculty of Arts and Science, Queen's University; Pearson Canada Inc.)

A complete listing of all individuals who contributed to the success of the 2012 meeting is available in the [2012 Conference Report](#).

8. Election Results & New Executive Committee

In an email call for nominations, one candidate – Penny Pexman -- was nominated for the President-Elect positions, and one candidate – Chris Oriet – was nominated for the member-at-large position.

In the absence of other nominations, both nominees were acclaimed to their positions.

On behalf of CSBBCS, the President thanked those who made nominations for the position on the executive of CSBBCS and the nominees for agreeing to their nomination.

2011 - 2012 Executive

President:	Steve Lupker, University of Western Ontario
Past-President:	Valerie Thompson, University of Saskatchewan
President-Elect:	Penny Pexman, University of Calgary
Secretary-Treasurer:	Peter Graf, University of British Columbia
Members-at-Large:	Chris Oriet, University of Regina (2012-2015) Randy Jamieson, University of Manitoba (2011-2014)

8. Future Meetings

The President reminded the assembly about the location of (actual & potential) future meetings:

[June 7-9, 2013, Calgary/Calgary, Glen Bodner](#)

June 12-14, 2014, Ryerson/Toronto, Ben Dyson (joint with EPS)
June 6-8, 2015, Carleton/Ottawa, Guy Lacroix (coordinated with CPA)
June ?-?, 2016, Carleton/Ottawa, Charles A. Collin

These venues – excepting the last -- are in accord with the location formula of East-Central-West-Central for the annual conference. The Quebec-Atlantic boundaries and the Ontario-Manitoba border define the three regions. The decision to stay in Ottawa for 2016 was made to enable the CSBBCS participation at the 75th anniversary celebration of the University of Ottawa's School of Psychology.

9. Other Business

The President thanked the Secretary/Treasurer for his continued service to the Society.

The President also thanked Peter Dixon (outgoing Past-President) for his years of service and contributions to the Society.

There being no further business, the President handed the meeting over to incoming President Steve Lupker.

10. Adjournment

Steve thanked the conference organizers. On behalf of CSBBCS, Steve also thanked Valerie as outgoing President for all her efforts and contributions to CSBBCS.

There being no further business, the meeting was adjourned.