

Minutes of the 2013 Annual General Meeting of the Canadian Society for Brain, Behaviour and Cognitive Science

The AGM was held on June 10 2013 during the Annual Meeting of the Society at the University of Calgary, AB. Steve Lupker (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 2012 Annual General Meeting

The President noted that a draft of the minutes of the 2012 AGM has been available on the BBCS Web site & asked for corrections. No corrections were identified and the minutes were approved.

3. President's Report

The President reviewed major advocacy activities which had been undertaken by the Society since the last AGM. He highlighted the advocacy efforts made by the CSBBCS with respect to: a. NSERC's RTI program; b. NSERC's reallocation process (the Society urged NSERC to use quantitative indicators to inform but not replace decision making processes); c. NSERC's weighing of the HPQ component in the grant application review process; d. the harmonization of scholarships (the Society expressed its concerns about the proposed method for handling MA level scholarships); and e. Air Canada's announcement that it would terminate the transport of primates (the Society urged Air Canada to reverse its position on the transporting of primates).

The President also noted the web-obits of former colleagues Lorraine Allen & Doreen Kimura.

4. CSBBCS Governance Issues

The President identified governance issues that had been addressed by the CSBBCS Executive.

CSBBCS Seat on the CPA Board of Directors. The President explained that the CSBBCS used to have a reserved seat on the CPA Board which disappeared because it had not been filled for several year, but that the CPA had approached the CSBBCS about re-creating such a designated seat. Following a brief discussion, the President introduced the following motion:

Motion 1: Be it resolved that the CSBBCS ask the CPA to designate one Board seat for a full member of the CSBBCS. Motion duly made, seconded & carried.

In order to encourage CPA members to run for this new designated CSBBCS seat on the CPA Board, the following motion was proposed:

Motion 2: Be it resolved that the CSBBCS pay the annual CPA membership fees of the CSBBCS member who represents the CSBBC on the CPA board.
Motion duly made, seconded & carried.

Nomination were invited for a person to fill this designated seat for the time being, and the following motion was proposed:

Motion 3: Be it resolved that Aimee Surprenant be acclaimed as the first person to fill the CSBBCS designated seat on the CPA Board. Motion duly made, seconded & carried.

By-law/policy concerning the support of external events. The President reviewed the history of CSBBCS support being provided for scholarly events (e.g., BASICS, LOVE, NOWCAM), underscored the absence of formal criteria for providing support for such events, he outlined a new policy (a new set of criteria to be used in) for future decision making and for limiting the amount of funding to be provided by for external events. **A copy of the new policy appears in Appendix A.**

Motion: Be it resolved that the CSBBCS approve the policy on supporting external events proposed by the CSBBCS Executive. Motion duly made, seconded & carried.

Revisions of CSBBCS Charter. Consistent with charter revision which had initially been raised at the 2012 AGM, the President outlined the charter revisions crafted by the CSBBCS Executive, and which were posted on the CSBBCS web prior to the AGM.

Motion: Be it resolved that the CSBBCS approve the amended Charter as proposed by the CSBBCS Executive. This motion was submitted to an email ballot, and received 59 votes cast in favor, 1 vote against, and 8 abstentions. Carried.

5. Awards

A: Donald O. Hebb Distinguished Scientific Contribution Award

James T. Enns received the 2013 Donald O. Hebb Distinguished Scientific Contribution Award.

B: Richard C. Tees Distinguished Leadership Award

This award was not made in 2013.

C: CSBBCS Early Career Award

David R. Feinberg received the 2013 CSBBCS Early Career Award.

D: Donald O. Hebb Graduate Student Award

Spoken Presentation Award - **Winner:** Victoria Holec, University of Lethbridge.

Honorable mention: David M. Sidhu, University of Calgary.

Poster Presentation Award - **Winner:** Sara N. Gallant, Ryerson University.

Honorable mention: Jeffrey Wammes, University of Waterloo.

Decisions about the 2013 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 2013 Hebb Graduate Student Award Committee consisted of the following: Ron Borowsky, Derrick Bourassa, Craig Chapman, Nicole Conrad, David Euston, Jeff Loucks, Erin Maloney, Marcie Penner-Wilger, Penny Pexman, Chris Sears, Chris Striemer.

6. Reports 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 memberships. 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 the 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 Secretary/Treasurer reported that as of June 8 2013 (immediately prior to start of the annual convention), CSBBCS had 318 members (144 full members, 171 associate members; 3 emeritus members). He also observed that these membership numbers are fluctuating in a manner consistent with the location of the annual convention.

The membership stats appears in Appendix B (status as of June 8 2013)

The Financial Report appears in Appendix C

7. CJEP Report

Doug Mewhort provided an update on CJEP, explained that the journal is a good pipeline for manuscripts, has a good rejection rate, has been enjoying more downloads since its publication by the APA. He thanked Dan Voyer and Mike Masson for serving as associated editors for the journal.

In order to encourage publication in the journal, the assembled considered the following motion:

Motion: Be it resolved that the CSBBCS create an award, valued at \$1000, for the best article published by a CSBBCS member in each volume of CJEP.
Motion duly made, seconded & carried.

8. Report on the Convention

Glen Bodner reported on the 2013 convention. For a pdf of the report prepared by Glen Bodner [click here](#).

9. Thanks to the Meeting Organizers

On behalf of CSBBCS, the President acknowledged and thanked Glen Bodner, the conference organizer, the members of the organizing/program committee (Penny Pexman, Chris Sears, Aiden Arnold, Mark Huff, Ted Slone, Mike Spilka, Cody Tousignant, Ena Vukatana & Lenka Zdrzilova), the conference volunteers (Chelsea Altura, Angela Danko, Raveena Dhaliwal, Soyee Chu, Frances Churcher, Bernice Fonseka, Julie Jenkins, Erin Lowden, Yasamin Mahjoub, Reid McKibbon, Essie Mehina, Kim Mikalson, Alexandra Pilapil, Sunny Sekhon, Erin Shumlich, Sherene Vazhappily, Michelle Vogelaar, Zorana Vujadinovic, Nicola Yee), and the conference sponsors (VP Research, University of Calgary; Department of Psychology, University of Calgary; Faculty of Arts, University of Calgary; Hotchkiss Brain Institute, University of Calgary; Graduate Students' Association, University of Calgary).

A complete listing of all individuals who contributed to the success of the 2013 meeting is available in the [2013 Conference Report](#).

10. Election Results & New Executive Committee

In an email call for nominations, one candidate – Jean Saint-Aubin -- was nominated for the President-Elect positions.

In the absence of other nominations, Jean was acclaimed to the positions.

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

2012 - 2013 Executive

President:	Penny Pexman, University of Calgary
Past-President:	Steve Lupker, University of Western Ontario
President-Elect:	Jean Saint-Aubin, University of Moncton
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)

11. Future Meetings

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

[June 12-14, 2014, Ryerson/Toronto, Ben Dyson](#)
[June 5-7, 2015, Carleton/Ottawa, Guy Lacroix \(coordinated with CPA\)](#)
[June ?, 2016, Carleton/Ottawa, Charles A. Collin](#)
[June ?, 2017, University of Regina/ Regina, Chris Oriet](#)
[June ?, 2018, joint with EPS, Memorial/St John's, Aimee Surprenant](#)

These venues are (with exceptions) 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.

12. Other Business

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

The President also thanked Valerie Thomson (outgoing Past-President) for her years of service and contributions to the Society.

There being no further business, the President handed the meeting over to incoming President Penny Pexman.

13. Adjournment

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

There being no further business, the meeting was adjourned.

Appendix A

Policy on Supporting External Events

As part of its mandate, the CSBBCS seeks to promote the activities of its membership in a variety of ways. According to our Charter, among the aims of the CSBBCS are the following:

To advance research concerning brain, behaviour, and cognitive science in Canada, according to the highest standards of scientific inquiry.

To promote and foster the education and training of students in these scientific disciplines in Canada.

To promote the value of research in experimental psychology and behavioural neuroscience in the eyes of the general public through the popular and scientific press and other public venues.

In keeping with these goals, the CSBBCS may provide financial support for events hosted by organizations outside of the Society that serve these objectives. In reviewing such requests, the extent to which the event is consistent with these objectives will be considered. The following criteria will guide these decisions:

1. The event should focus substantively on research in cognitive, brain, and behavioural sciences and the request for financial support must come from a current member of CSBBCS.
2. The event must offer opportunities for students either to present their research or to learn about research or methods in cognitive, brain, and behavioural sciences.
3. The event must occur in Canada and encourage participation from multiple Canadian institutions or organizations.
4. Organizers of the event must present a clear justification for the need for funds and show evidence that the event meets the aforementioned criteria.

Additionally:

1. The President may commit up to \$1 per member of CSBBCS (with "member" being defined as either a full member or an affiliate member).
2. Requests exceeding the above amounts require approval by the majority vote of the Executive.
3. Decisions to support events are made on a year-to-year, case-by-case basis and receipt of financial support for an event in a previous year neither guarantees nor precludes support for the same event in a future year.
4. The total amount given to outside organizations in one year may not exceed 5% of the Society's projected budget for that year.
5. Organizers agree to acknowledge the Society's contribution with a printed notice alongside the CSBBCS logo in the conference abstracts, event website, or similar outlet.

Appendix B

CSBBCS Membership

Year	Location	Total	Full	Associate	Emeritus
1992	Laval	181	142	39	
1993	Toronto	220	158	62	
1994	UBC	165	116	49	
1995	Dalhousie	236	159	77	
1996	McGill	210	122	88	
1997	Winnipeg	246	171	75	
1998	Carleton	417	231	186	
1999	Edmonton	289	171	118	
2000	Cambridge	308	223	85	
2001	Laval	243	149	94	
2002	UBC	374	253	121	
2003	McMaster	355	205	150	
2004	Memorial	369	260	109	
2005	Montreal	566	302	264	
2006	Saskatoon	389	220	169	
2007	Victoria	463	259	204	
2008	Western	534	261	273	
2009	York	208	147	61	
2010	Dalhousie	326	170	152	4
2011	Winnipeg	233	139	89	5
2012	Kingston	391	182	204	5
2013	Calgary	318	144	171	3

Appendix C

Secretary/Treasurer's Report

Finances 2012/13: Balances

	2008/09 31-Aug-09	2009/10 31-Aug-10	2010/11 31-Aug-11	2011/12 31-Aug-12	2012/13 30-Apr-13
Income Total	29,549.71	46,335.58	31,458.00	149,361.16	41,515.02
Expenses Total	51,475.70	62,002.76	32,802.34	45,614.10	115,989.44
Balance (Income - Expenses)	-21,925.99	-15,667.18	-1,344.34	103,747.06	-74,474.42
Bank Balance	39,238.92	23,571.74	22,227.40	125,974.46	51,500.04
Investments (Term Deposits)	75,000.00	75,000.00	75,000.00	0.00	80,000.00
Balance (Fiscal Year End)	114,238.92	98,571.74	97,227.40	125,974.46	131,500.04

Finances 2012/13: Income

	2008/09 31-Aug-09	2009/10 31-Aug-10	2010/11 31-Aug-11	2011/12 31-Aug-12	2012/13 30-Apr-13
Start of Year	61,164.91	39,238.92	23,571.74	22,227.40	125,974.46
HSBC-Paypal Link init dep	0.00	0.00	0.00	0.00	0.11
Income					
Membership/Regis	20,130.00	44,970.00	30,945.00	64,870.00	41,470.00
Conf Surplus/Repa	8,048.86	0.00	0.00	6,265.59	0.00
Conference Donati	0.00	0.00	0.00	0.00	0.00
Bank Interest	1,370.85	1,365.58	513.00	1,240.70	44.91
Investments (GIC)				76,984.87	0.00
Income Total	29,549.71	46,335.58	31,458.00	149,361.16	41,515.02

Finances 2012/13: EXPENSES -- Admin

	2008/09 31-Aug-09	2009/10 31-Aug-10	2010/11 31-Aug-11	2011/12 31-Aug-12	2012/13 30-Apr-13
Administration					
Postage		27.54	0.00	30.68	0.00
Banking Charges	0.00	36.16	0.00	95.00	200.21
Web Services	3,193.25	3,304.88	0.00	0.00	12,062.75
Bad Cheque(s)	0.00	0.00	0.00	125.00	0.00
Logo Design	3,361.75	0.00	0.00	0.00	0.00
INVESTMENTS (GIC)	0.00	0.00	0.00	0.00	80,000.00
Administration Total	6,555.00	3368.58	0.00	250.68	92,262.96

Finances 2012/13: EXPENSES – Events/Associations

	2008/09 31-Aug-09	2009/10 31-Aug-10	2010/11 31-Aug-11	2011/12 31-Aug-12	2012/13 30-Apr-13
Contributions to Association/Events					
CCR Membership	300.00	300.00	300.00	300.00	0.00
PAGSE Memberships	1,000.00	0.00	0.00	0.00	0.00
Scholarly Events	350.00	1,050.00	1,000.00	350.00	0.00
Contributions Total	1,650.00	1350	1,300.00	650.00	0.00

Finances 2012/13: EXPENSES -- Conference

	2008/09 31-Aug-09	2009/10 31-Aug-10	2010/11 31-Aug-11	2011/12 31-Aug-12	2012/13 30-Apr-13
Conference					
APA/CJEP Publication	0.00	23,768.15	10,785.66	11,220.88	8,624.37
Conference Invoice	26,541.36	0.00	0.00	0.00	10,102.11
Advance to Organizational	15,387.56	25,000.00	15,000.00	19,000.00	5,000.00
P. President Symposium	278.63	2,000.00	1,000.00	7,306.15	0.00
Hebb/Tees Plaques	63.15	303.66	320.32	284.48	0.00
Hebb Graduate Student	1,000.00	1,000.00	1,000.00	1,200.00	0.00
Exec & Volunteer Luncheon	0.00	0.00	345.13	467.42	0.00
Hebb & Tees & Ear	0.00	5,212.37	3,051.23	2,814.71	0.00
Registration Reimbursement	0.00	0.00	0.00	2,419.78	0.00
Conference Total	43,270.70	57284.18	31,502.34	44,713.42	23,726.48

Finances 2012: Kingston Conference

Expenses

AudioVisual	150.00
Event Services	32,412.57
Programs	3,336.04
Pens	450.87
T-Shirts	628.28
Laser Pointers	1,683.70
Name badges	296.86
Miscellaneous	83.03

Total 39,041.35

Income

CSBBCS Advances	23,420.00
Pearson Canada	633.92
C for Neuro Studies	1,000.00
Fac Arts & Science	1,000.00
Dep Psychology	1,000.00
Research Services	1,000.00
Office of the Principal	2,500.00
Curry Original	50.00
On-site Registration	7,280.00

Total **37,883.92**

Finances 2012: Kingston Conference

	Income	Expenses
Total Mem'ships & Regist's	64,870.00	
Conf Registrations	45,485.00	
PayPal Fees (2.9% + \$.30)		1,946.00
Regist's Reimbursements		2,419.78
Bad cheques		125.00
Advances to Con Organizers		23,420.00
Event Invoices		2,607.11
Awards		4,014.71
Past Pres Symposium		3,000.00
Total		37,532.60
Web		12,062.75
CJEP Publications		11,220.88
Total		60,816.23