

CSAM-SMCA Conference Committee Meeting

August 4, 2021 – 6:00pm MST

Minutes

Present: D. Martell P. Sobey J. Brasch A. Warnock A. Marmel
R. Fraser. B. Hebert (recorder)

Regrets: M. Willows

Absent: N. Ali

Call to Order: 6:03pm MST – D. Martell

Adoption of Agenda & Additions:

Additions:

- 1 Minute Plenary speaker teaser videos?
 - B. Hebert to ask AMP their opinion
- Process for late submission requests?
- Other Award Ideas
- In Conference Committee Activity

Review of Last Meeting Minutes July 7, 2021 (Appendix #1)

- Minutes from the last meeting have been reviewed and approved
D. Martell makes a motion to accept the minutes from June 2, 2021
Seconded by: P. Sobey

New Business:

1. Research Brief Discussion
 - a. Must have more interaction via presenters and attendees than last year
 - b. Want them to be visually more appealing on the platform
 - c. B. Hebert to set up meeting with AMP to discuss options and layouts

2. Draft Program

- a. Showed a copy of draft program on screen
- b. B. Hebert to email accepted/rejected communications to submitters by August 6th

3. Late Submissions

- a. The committee does not want to decline interesting content
- b. If late submissions are reviewed, the committee will assess and decide based on the value and relevance of the submission
- c. There is flexibility to add late submissions within the research brief section of the conference, not workshops or symposium

4. Special Interest Symposia

- a. Is there interest in establishing a special interest symposium on any of the following topics:
 - i. First Nations
 - ii. COVID
 - iii. EDI
 - iv. Safe Supply Panel
- b. It currently does not seem like there is a lot of Covid sessions in the program
- c. There are two empty time slots on the program to add a special interest symposium in
- d. There is consensus within the committee that they would like to pursue the safe supply panel
 - i. Each speaker will have a period of time to provide their impression
 - ii. Q&A after each speaker
 - iii. P. Sobey and D. Martell to start inviting speakers

5. Social Activities

- a. Do we want more?

- b. Collections of people within urban centres
- c. Provide funding for individuals who want to have in person social activities
 - i. Will circle back to this idea closer to the event to look at Covid restrictions

6. Opening Ceremonies

- a. Words from the president
- b. Words from conference co-chairs
- c. Would like an indigenous individual to open the conference
- d. Feature someone with lived experience
- e. P. Sobey to find an effective speaker with lived experience

7. Lifetime Achievement Award/ Awards

- a. Options: Ray Baker
 - i. Was considered last year
 - ii. Committee to think about and discuss at the next conference committee meeting
- b. More & Other Awards
 - i. Unsung Hero
 - ii. More inventive about the titles
 - iii. This topic should be brought to the Board of Directors to discuss
- c. What awards mean to learners?
 - i. Demonstrate recognition
 - ii. For students, it is key for resume building

8. End of Event Survey and Session Evaluations

- a. D. Martell and P. Sobey to look at old template and adjust for this year
- b. AMP to assist with making this evaluation

Next Meeting: September 1, 2021 @ 6:00pm MST

Adjournment: 7:02pm MST – D. Martell

Action Items:

P. Sobey

- Seek speakers for Safe Supply Panel
- Seek speaker with lived experience for opening ceremonies
- Look at and adjust session and end of conference evaluations

D. Martell

- Seek speakers for Safe Supply Panel
- Look at and adjust session and end of conference evaluations

B. Hebert

- Set up meeting with AMP to discuss Research Briefs
- Send last year's conference evaluations to D. Martell and P. Sobey