

MASCC General Assembly (Business Meeting) Minutes Friday, 24 June, 2016

MASCC President's Report

MASCC President Ian Olver called the meeting to order and called for approval of the Minutes of the 2015 meeting in Copenhagen. The Minutes were approved.

Review of MASCC Board of Directors Meeting, 22 June, 2016

2017 MASCC/ISOO Meeting, Omni Shoreham Hotel, Washington DC. Plans for the 2017 meeting are well underway, with a timetable similar to the 2016 meeting. Progress has been made toward specifying plenary, parallel, and joint sessions, as well as in the areas of marketing, sponsorship, and exhibitions. Rachel Gibson is the Scientific Program Chair.

Beginning with the 2017 meeting, a change has been made in the tenure of Scientific Program Chair, from one to two years. Rachel Gibson has been sitting in (as Vice-Chair) with Dorothy Keefe and Ian Olver in planning the 2016 meeting and will serve as Scientific Program Chair for the meetings in both Washington (2017) and Vienna (2018). A Vice-Chair will be identified to assist with the Vienna meeting and then become Scientific Program Chair for the 2019 and 2020 meetings.

Membership. Over the next two years, there will be a concerted effort to increase the membership of MASCC by both attracting and retaining new members through increased engagement in Study Group activities.

Communications and Publications. The MASCC website has been redesigned so as to be responsive (mobile-ready). The new site also contains a MASCC Toolbox, where members easily access MASCC policies, resources, application forms (<http://www.mascc.org/toolbox>). MASCC is working to increase its social media presence with help from Kenes and Springer, and will continue with new initiatives in the coming year. This year's Annual Meeting featured e-posters, which will be continued in the future.

The *MASCC Society News* is now fully electronic and will be published on the Web only, rather than in the journal, *Supportive Care in Cancer*. *Supportive Care in Cancer* is doing well, having shown steady increases in key performance indicators: impact factor, number of submissions, and the number of electronic downloads of full-text articles.

Study Groups and Workshops. There are 17 Study Groups (SGs)* and four topics have been proposed for additional Study Groups. MASCC will explore ways to accommodate interest groups — possibly within existing SGs — without increasing the overall number of SGs. Also, collaboration among SGs in workshop proposals is strongly encouraged for 2017.

Contracts. MASCC has new contracts in place with both Springer and Kenes.

Guidelines Policy. The Guidelines policy has been recently revised and it is posted on the MASCC website on the Toolbox page. The main changes are that (1) a ban on industry funding for guidelines development, (2) clarification of the process for development and

approval of a MASCC Guideline, and (3) clarification of the process for the endorsement of external guidelines.

Review of MASCC Study Group Leadership Meeting, 22 June, 2016

The Study Group leaders discussed ways to accommodate newly proposed interest groups (cardiac toxicity, financial toxicity, multiculturalism, and immunotherapy). They also addressed other issues raised at the Board meeting: collaboration on workshops, engagement of new members, and scheduling of SG meetings at the Annual Meeting so that none are held after Closing Ceremonies.

Financial Report

MASCC currently has about \$3 million. The goal is to use some of these funds, over a five-year cycle, in infrastructure that will repay the investment in the long run. One way is to build up membership. But another way is to support Study Group projects.

Ian Olver invited members to email him with any ideas for increasing the membership and member involvement in MASCC. He thanked Dorothy Keefe for her assistance in Co-Chairing the Annual Meeting, which has resulted in a wealth of scientific programs and presentations, as well as numerous special events and features.

ISOO President's Report

ISOO President, Ourania Nicolatou-Galitis reported on ISOO's activities over the past year. The ISOO Board has met frequently and the organization has been productive.

An ISOO CE Course at this year's Annual Meeting highlights new and evolving areas of oral oncology. The organization has recently published guidelines as well as patient fact sheets, the latter having been translated into 21 languages. Through the Oral Care Study Group, ISOO is also completing several systematic reviews. The ISOO Board has created its own Distinguished Service Award this year to mark its 30th Anniversary.

*The Respiratory Study Group was disbanded at the end of this year's Annual Meeting. Thus, there are now 16 SGs.

Submitted by Toni Clark, July 2016