

CANADIAN ASSOCIATION FOR HEALTH HUMANITIES (CAHH)

1. NAME

The organization shall be known as **CANADIAN ASSOCIATION FOR HEALTH HUMANITIES (CAHH)**

2. DESCRIPTION

The CAHH is a Learned Society based in Canada promoting the development of the medical/ health humanities through: an annual conference, Council meetings, regional meetings, an associated biannual journal (ARS MEDICA) and a website (cahh.ca)

3. MISSION STATEMENT

The CAHH promotes understandings of both the human condition and practices of patient care through critical dialogue between medicine/ healthcare across disciplines and the arts/ humanities.

4. AIM

To add significant value to the interdisciplinary cultures of the medical/ health humanities locally, nationally and internationally.

5. OBJECTIVES

The Aim will be achieved through:

- i. Regular Council meetings, including an AGM, according to the published Constitution.
- ii. Assisting in curating stimulating annual CREATING SPACE conferences.
- iii. Encouraging regional events.
- iv. Running an informative and interactive website.
- v. Aligning with ARS MEDICA-A JOURNAL OF MEDICINE, THE ARTS AND HUAMNITIES (WWW.ARS-MEDICA.CA)
- vi. Developing collaborations with national including The Federation For The Humanities and Social Sciences and international partners.
- vii. Lobbying appropriate decision-making and funding bodies.

6. MEMBERSHIP

Membership is individual and shall be included in annual CREATING SPACE conference fees. If conference attendance is not possible a payment method is available online through the website where rates will be published. Costs of membership are reviewed and determined through the Annual General Meeting (AGM) to be held at the annual CREATING SPACE conference .

7. OFFICERS

- i. The officers of the CAHH are: (a) president; (b) vice president; (c) secretary and (d) treasurer. Only one office may be held at any one time.
- ii. Officers are normally appointed by vote at the AGM.
- iii. Term of office is normally three years and officers shall not be eligible for immediate re-election into that position for two years. The succeeding president may not come from the same institution as his or her predecessor.
- iv. When a term of office expires, the secretary shall seek nominations for the post from CAHH members during the AGM, to be seconded and elected by majority vote.
- v. If any officer is unable to continue in office, for whatever reason, the council shall appoint one of its members to complete the term of office until the next AGM.

8. COUNCIL

- i. The council shall consist of the following: (a) the officers (*ex-officio*); (b) the editor or representative of ARS MEDICA (*ex-officio*); (c) nine other elected members, all of whom shall be members of the CAHH. Six elected members shall form a quorum at a meeting. The president, who shall have a casting vote, chairs the council meetings. In the absence of the president, the council shall appoint one of its members present, normally an officer, to take the chair for the duration of that meeting, who shall also have a casting vote. One of the elected members shall represent international interests. It is understood that this member may only be able to attend the AGM in person and not other council meetings.

ii. Officers shall not normally be eligible for re-election until one year has elapsed. Every effort shall be made to ensure representation of medical humanities across clinical and artistic disciplines, academic interests and regions. The council shall have the right to co-opt additional members as they see fit.

9. FINANCES

The finances of the CAHH shall be administered by the treasurer and held in a bank account as approved by council. The financial year of the AMH shall run from 1 January to 31 December and the treasurer shall produce accounts to the following AGM.

10. ANNUAL GENERAL MEETING

i. The AGM shall normally be held at the time of the annual CREATING SPACE conference. All CAHH members in good standing shall be entitled to attend and vote. The president shall chair the AGM and have acting vote as necessary. The quorum of an AGM shall be ten members.

ii. The AGM shall conduct the following business:

(a) receive the annual report of the secretary (which shall cover the activities and work of the council and the CAHH as a whole since the last AGM);

(b) receive the annual report of the treasurer;

(c) determine the subscription of the CAHH

(d) elect the officers and council (in accordance with Sections 4.2 and 5.2);

(e) elect the auditors (in accordance with Section 7.2); and

(f) conduct any other business as determined by the council or on request of CAHH members.

11. EXTRAORDINARY GENERAL MEETINGS

The secretary can convene an Extraordinary General Meeting (EGM) at the request of the council or upon the written request of any member of the CAHH with a month's notice of business and location. All individual members in good standing are entitled to attend and vote. An EGM shall be presided over by the president, who shall have a casting vote as necessary. The quorum of an EGM shall be ten members. Remote/skype participation will be acceptable for this situation.

12. AMENDMENTS TO THE CONSTITUTION

The constitution may only be amended at a regular AGM or an EGM especially convened for this purpose. Proposals to amend the constitution shall be made to the council, seconded by two other individual members. All amendments to the constitution shall be adopted if carried by two-thirds of those present and voting at the AGM or EGM.