



Canadian
chapter of



International Society for
Complementary Medicine Research

INCAM Annual General Meeting

Saturday November 19, 2016

1:00pm-2:00pm

Toronto Marriott Bloor Yorkville

Forest Hill Ballroom

Table of Contents

Agenda	2
Chair's Report	3
Financial Report	5
Special Interest Group Reports	8
Homeopathy_Special Interest Group Report 2015-2016	8
Massage Therapy Special Interest Group (MT-SIG)	9
Naturopathy Special Interest Group 2015-2016	10
2016 Osteopathy Special Interest Group Annual Report	11
Committee Report	12
Progress Report: INCAM Social Media Committee	12

Agenda

1. Introductions

2. INCAM Board of Director Elections

3. New By-Laws:

Motion for approval: *That the INCAM By-Laws Version 2016 01 15 as posted on the INCAM web site (<http://www.incamresearch.ca/content/incam-new-not-profit-network-0>) be approved as the by-laws for INCAM.*

4. Annual Reports:

- a. Chair's Report
- b. Financial Report
- c. Special Interest Group Reports:
 - i. Homeopathy
 - ii. Massage Therapy
 - iii. Naturopathy
 - iv. Osteopathy
- d. Committee Reports
 - i. Social Media

5. New Business/Discussion

Annual General Meeting

November 2016

Chair's Report

It has been an exciting year for INCAM as this is our first year as an incorporated society and the first year as the Canadian Chapter of the International Society for Complementary Medicine Research. We have also spent time planning the Research Symposium and re-invigorating the Special Interest Groups (SIGs).

1. **INCAM's Incorporation as a Non-Profit Organization**

Isabelle Gaboury (INCAM Chair Elect), Teresa Tsui (INCAM Manager) and I spent much of January and February filling out legal paperwork and drafting bylaws. In February 2016, INCAM was officially registered as a non-profit organization. We are excited that this new structure allows for the membership to have more input into the direction of INCAM and will facilitate rotation of leadership to members from across Canada. We encourage members to review our official By-Laws which can be found on the INCAM web site:

(<http://www.incamresearch.ca/content/incam-new-not-profit-network-0>)

2. **INCAM, the Canadian Chapter of ISCMR**

On May 1 2016, INCAM officially became the Canadian Chapter of ISCMR, which will facilitate more international collaboration between Canadian researchers and researchers studying traditional, complementary and integrative health care around the world. We have merged our web sites (a work in progress) and newsletters although we retain the ability to send email updates to Canadian Chapter members only.

We are excited about the opportunities this merger provides including access to nominating authors for the \$10,000 ISCMR Scientific Article Prize (<http://www.iscmr.org/content/iscmr-scientific-article-prize>), discounts for some journal subscriptions and publishing fees, and discounted registration to the annual ISCMR Scientific Congress which will next be hosted in Berlin in May 2017 (see: <https://www.ecim-iccmr.org/2017/>).

Member feedback on the benefits (or challenges) of the merger are most welcomed by the Board of Directors as we forge this new partnership.

3. INCAM Research Symposium

It has been an exciting year planning for the INCAM Research Symposium (*Expanding Person-Centred Care through Integrative Health Research*) in Toronto November 18-19 (<http://www.incamresearch.ca/content/incam-research-symposium>). The Symposium schedule includes four keynote speakers, four workshops hosted by the INCAM Special Interest Groups, our first Integrative Healthcare Panel, 18 oral research paper presentations and more than 25 research posters.

4. INCAM's first Annual General Meeting and Board of Director Elections

November 19 2016 INCAM will hold its first Annual General Meeting and Board of Director elections. Isabelle Gaboury will be officially welcomed as the incoming Chair of INCAM. In addition, three new Directors and a new Chair-Elect will be elected.

As Chair, I would like to thank the members of the Interim Board of Directors (Isabelle Gaboury —Chair Elect; Teresa Tsui—Treasurer; Brenda Leung and Chantal Morin --- co-secretaries) for all their hard work on behalf of INCAM this past year.

It has been a pleasure to serve as INCAM Chair this past year. I look forward to continuing to meet and work with INCAM members in my role as Past Chair.

Best wishes,

Heather Boon

INCAM Chair



Canadian
chapter of



International Society for
Complementary Medicine Research

Financial Report

INCAM, the Canadian Chapter of ISCMR, is a not-for-profit network that relies on generous donations and membership dues to fund its activities and day-to-day operations. INCAM's main activities are administering the Canadian CAM Research Fund to support early stage research projects, facilitating research capacity building through its special interest groups (SIGs), and the biannual INCAM Research Symposium.

To accomplish INCAM's activities, INCAM has kept its expenses low and relies on volunteers for its governance and Symposium planning.

INCAM has received generous donations from individuals and philanthropic organizations. For example, Marja Verhoef, PhD Co-Founder, past Co-Director, and 2011 Dr. Rogers Prize recipient has committed to donating to the Canadian CAM Research Fund. The Dr. Rogers Prize, CAM professional organizations, and educational institutions have been important supporters of INCAM's symposium activities. The INCAM SIGs also fundraise to support SIG-specific activities.

Other important revenue sources are INCAM symposium registration fees and membership dues. Our symposium registration fees have not increased since the last symposium in an effort to make our symposium affordable to as many people as possible. All members are now dual INCAM-ISCMR members and receive a range of membership benefits including discounts to publish in established journals, regular INCAM and ISCMR Newsflashes, as well as discounts to ISCMR and INCAM-sponsored symposia and conferences. For more information about ISCMR-INCAM membership, please visit: www.iscmr.org.

Overall, INCAM is in good financial shape with an anticipated year end of over \$87,000. Looking ahead, INCAM will continue to partner with other CAM organizations to expand its membership, and explore additional fundraising strategies to ensure its long term viability as an organization.

A detailed spreadsheet is provided below for review.

Best regards,

Teresa Tsui

INCAM Interim Board of Directors Treasurer

INCAM SYMPOSIUM BUDGET

Last updated November 2, 2016

	Actual	Actual	Actual	Estimated	Actual as of Nov 1	Estimated	
	2013	2014	2015	2016 ^a		2017	2018
Carry forward	\$65,580	\$65,362	\$77,673	\$76,614	\$76,614	\$87,748	\$82,877
OPERATIONS							
Donation for staff salary	\$19,510	\$25,176	\$16,901	\$12,588	\$10,236		
CCRF	\$5,000				\$1,687		
CCRF from M. Verhoef ^b		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Membership - individuals ^c	\$7,227	\$7,930	\$2,449	\$3,965	\$2,916	\$1,225	\$3,000
Membership - groups		\$700			\$940		
Sub-total operations	\$31,737	\$43,806	\$29,350	\$26,553	\$25,779	\$11,225	\$13,000
SYMPOSIUM							
Registration		\$30,017		\$30,000	\$29,760		\$30,000
Sponsorship	\$1,500	\$64,700	\$500	\$60,000	\$32,500		\$50,000
Sub-total symposium	\$1,500	\$94,717	\$500	\$90,000	\$62,260		\$80,000
Total Revenue	\$33,237	\$138,523	\$29,850	\$116,553	\$88,039	\$11,225	\$93,000
EXPENSES	Actual	Actual	Actual	Estimated	Actual as of Nov 1	Estimated	Estimated
	2013	2014	2015	2016		2017	2018
OPERATIONS							
CCRF		\$10,000	\$10,000	\$10,000		\$10,000	\$10,000

Bank and Paypal charges	\$96	\$96	\$96	\$96	\$96	\$96	\$96
SIGs - Homeopathy			\$629	\$300		\$1,000	\$1,000
SIGs - Massage Therapy		\$600		\$1,000		\$1,000	\$1,000
SIGs - Naturopathy		\$499	\$930	\$1,000		\$1,000	\$1,000
SIGs-Osteopathy				\$1,000		\$1,000	\$1,000
Staff payroll	\$19,510	\$25,176	\$16,901	\$10,581	\$10,236		
Staff travel	\$6,688			\$3,000			
Website	\$103		\$542	\$500		\$500	\$500
Miscellaneous	\$1,877		\$19	\$1,500	\$15	1500	\$1,500
Sub-total operations	\$28,275	\$36,371	\$29,117	\$28,977	\$10,347	\$16,096	\$16,096
SYMPOSIUM							
Sub-total symposium	\$5,180	\$89,841	\$1,791	\$76,442	\$20,604		\$77,522
Total Expenses	\$33,454	\$126,212	\$30,908	\$105,419	\$30,951	\$16,096	\$93,618
	Actual	Actual	Actual	Estimated	Actual as of Nov 1	Estimated	Estimated
	2013	2014	2015	2016		2017	2018
Total Annual REVENUE - EXPENSES	\$(218)	\$12,310	\$(1,059)	\$11,134	\$57,088	\$(4,872)	\$(618)
Estimated TOTAL FUNDS available at year end	\$65,362	\$77,673	\$76,614	\$87,748	\$108,574	\$82,877	\$82,258

Account balances

CIBC account approximately as of Sept 30, 2016	\$75,468.65
PayPal account as of Nov 1, 2016	\$31,136.66
TOTAL	\$106,605.31

Notes

a) 2016 (current year) values, has estimated and actual values. The Actual column is as of the date this report was prepared. The Estimated column is projected up to the end of the year.

b) Marja Verhoef has generously agreed to donate \$10,000/year for five years beginning in 2014 to support the CCRF.

c) Membership fees will now be split equally between ISCMR and INCAM. Historically, more members join or renew their membership during symposia years to take advantage of the membership discount to register for the symposium.

Special Interest Group Reports

Homeopathy_Special Interest Group Report 2015-2016

Submitted by David Brulé, Homeopathy_SIG coordinator

Homeopathy_SIG had a quiet year last year as we prepare for the Homeopathy SIG workshop at the 2016 IN-CAM Symposium. The SIG's coordinator, David Brulé, has been facilitating with the IN-CAM Symposium organizing team by helping with soliciting sponsorship for the event as well as providing support by liaising with the homeopathy research community and encouraging abstract submissions within that community.

The Homeopathy SIG is looking forward to the Homeopathy SIG workshop where it will meet to discuss and determine the future direction of the SIG. With the re-configuration of IN-CAM into the Canadian Chapter of ISCMR, we want to take the opportunity of the workshop to explore the SIG's future function and direction. This workshop will gather individuals with an interest in the future of homeopathic medicine research in Canada and will plot the course of the homeopathy SIG.

The coordinator of the Homeopathy_SIG has spent the previous year aiding with the transition to the Canadian Chapter of ISCMR by contributing to the formation of the by-laws and minor website adjustments. The coordinator has been preparing for the Homeopathy SIG workshop to ensure it is a fruitful event.

Massage Therapy Special Interest Group (MT-SIG)

2015-2016 Activities Report

Submitted by: Martha Menard and Beth Barberree

The INCAM Massage Therapy SIG has been meeting since 2013, following an invitational national research priority setting summit. At that meeting, priority topics that massage therapists believe are important to the Canadian public, other health care providers, and policy makers and massage therapists themselves were identified. A framework for a national massage therapy (MT) research agenda was developed. That document, together with a list of SIG members, is currently posted on the INCAM website, and is the basis of a previously published journal article by the summit organizers.

Of the two possible projects discussed by the SIG following the summit, one, a qualitative study of what infrastructure is needed for productive MT research in Canada, has been completed, with financial support from Know Your Body Best. Preliminary results were presented at the 2014 INCAM Symposium, and the final manuscript is currently in press in the *Journal of Bodywork and Movement Therapies*. A link to the abstract is posted on the members-only section of the INCAM website, and the full abstract is also copied below.

During the 2016 Symposium, members attending will review the existing research agenda, identify and discuss any potential new projects, and encourage new and continued participation in the group. An online pre-meeting survey of current MT-SIG members is underway, to help focus a productive discussion during the Symposium meeting. We will have more to report following the in-person meeting.

Title: “Dancing on the edge of research” – What is needed to build and sustain research capacity within the massage therapy profession? A formative evaluation

Authors: Ania Kania-Richmond, PhD, RMT, Martha B. Menard, PhD, LMT, Beth Barberree, BA, MT, Marvin Mohring, BSc, RMT

Background: Conducting research on massage therapy (MT) continues to be a significant challenge.

Purpose: To explore and identify the structures, processes, and resources required to enable viable, sustainable and high quality MT research activities in the Canadian context.

Participants: Academically-based researchers and MT professionals involved in research.

Research design: Formative evaluation and a descriptive qualitative approach were applied.

Results: Five main themes regarding the requirements of a productive and sustainable MT research infrastructure in Canada were identified: 1) core components, 2) variable components, 3) varying perspectives of stakeholder groups, 4) barriers to creating research infrastructure, and 5) negative metaphors. In addition, participants offered a number of recommendations on how to develop such an infrastructure.

Conclusions: While barriers exist that require attention, participants' insights suggest there are various pathways through which a productive and sustainable MT research infrastructure can be achieved.

Naturopathy Special Interest Group 2015-2016

The INCAM Naturopathy Special Interest Group (Naturopathy SIG) has engaged in research agenda setting, research capacity building, and networking activities since it was started by Kieran Cooley and Teresa Tsui in 2014. The INCAM Naturopathy SIG comprises of researchers, clinicians, educators, and leaders with an interest in naturopathy-related research.

When it first began, the Naturopathy SIG conducted a national needs assessment survey of individuals interested in Naturopathy research to identify and set its research agenda. Subsequently, the results of this needs assessment survey was presented at a workshop at the 2014 INCAM Research Symposium and at the 2015 Canadian Association of Naturopathic Doctors biannual conference to engage and its membership, and to identify next steps. As we embark on participating in the 2016 INCAM Research Symposium, the Naturopathy SIG will be addressing one of the identified research needs from the national survey in an interprofessional research workshop, in collaboration with Prof. Isabelle Gaboury.

Looking forward to the INCAM Naturopathy SIG's future, we plan to organize more activities to build membership, develop research capacity, share research resources, and provide a forum for networking in the field of naturopathy research. We plan to align our Naturopathy SIG's research activities with Haines et al's conceptual framework of successful clinical networks, by engaging in interdisciplinary research. As a Special Interest Group of the Canadian Chapter of ISCMR, our membership with ISCMR provides a platform for the Naturopathy SIG to represent Canada while we explore opportunities for international research collaborations.

Best regards,

Kieran Cooley and Teresa Tsui

2016 Osteopathy Special Interest Group Annual Report

The Osteopathy SIG was created this year (2016). Since the creation of the SIG, a lot of time was devoted to inform the Canadian osteopathic community about this new SIG, its mission and about IN-CAM in general.

The main goals of the proposed SIG in osteopathy are:

To promote knowledge transfer (research to clinic and clinic to research)

To initiate the development of research task force about osteopathy in Canada

To foster collaboration and networking with other complementary approach in the research field

To create a Canadian scientific osteopathic community

To trigger more osteopaths (clinicians and students) in initiating and participating in research projects

To involve osteopaths and students in osteopathy within the IN-CAM network

In the last months, the co-leaders of the SIG did many approaches to osteopathic schools, organizations and associations to promote participation to the next symposium. We are pleased that more than 20 abstracts of osteopaths or students in osteopathy were submitted for the symposium. Many of those will present their work at Toronto and the SIG is organising a poster competition for this event.

The SIG co-leaders also worked on the preparation of the workshop and the diffusion of it to insure substantial participation. This year workshop is untitled: *Research priorities for Canadian osteopathic practitioners: What is the current situation, what are the needs and which are the top priorities for the next two years?*

Chantal Morin and Nathalie Trottier

Committee Report

Progress Report: INCAM Social Media Committee

This report outlines the progress made over the past year by the INCAM Social Media Committee. Over the past year, within my role as the Chair of the Social Media Committee I have worked closely with one INCAM member, Katelyn Mudry, who has assisted me greatly with finding recent and relevant research publications relating to the field of complementary and alternative medicine that would also be of interest to the INCAM community. We have also maintained INCAM Facebook and Twitter accounts. Through our combined efforts, we have been successful in posting a news item on the INCAM website and INCAM social media platforms every 2-3 days up until May 2016 when INCAM merged with ISCMR. Since this time, our news items were migrated to the main ISCMR website for all INCAM and ISCMR members to view, in addition to our social media accounts being renamed as the ISCMR Facebook page and Twitter account. While we have received an increased following on both social media accounts, there is minimal interaction between our accounts and other users on either social media platform. It is my hope that as other ISCMR chapters begin to grow, we can recruit other volunteers internationally to create news feeds within chapter pages, assist with re-posting/re-tweeting content of other users on social media platforms, and expand the work already being done on the main ISCMR webpage.

Jeremy Y. Ng, HBSc, MSc, PharmD (Student)

Chair of the Social Media Committee