

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

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IUPS Executive Committee Teleconference Meeting

December 9, 2014

Present: D. Noble, P. Hansen, J. Chan, W. Boron, P. Wagner, S. Webster

1. Review and Approval of October 28, 2014 Minutes

The minutes and action items of the October 28 meeting were reviewed. S. Webster reported that the IUPS web developer had not yet begun work on the IUPS “Trading Post/Materials Exchange” due to personal matters. The October 28 minutes were approved for public distribution. S. Webster was asked to complete minutes for the November 5 and 11 contract discussions.

Action: S. Webster to post meeting minutes to IUPS website.

Action: S. Webster to complete minutes for Nov 5 and 11 contract discussions.

2. Nominations for Commission I—Locomotion

S. Webster provided ExCo with a list of candidates for the chairmanship of Commission I—Locomotion. These included nominees, current section heads, and current committee members. P. Hansen asked ExCo to consider the diversity of the commission chairs, noting that there was no representation for Australia, South America, or Africa. She also noted that there was only one female commission chair.

P. Hansen inquired about the Australian nominees. S. Webster stated G. Lamb was president of the Australian Physiological Society, and had nominated himself. P. Wagner knew committee member M. Hargreaves, but was not sure if he would be interested in the job. He suggested J. Taylor in Australia, who is spoke of being a strong scientist, Australian, and a woman.

W. Boron asked for clarification on whose responsibility it was to appoint commission chairmanships. P. Hansen stated that the bylaws stipulated that Council appoint chairs, in discussion with a national societies. D. Noble pointed out that historically, a Vice-President would handle nominations and appointments to chairmanships, but as the chair of Council, he could do that task. P. Wagner suggested that giving council the job of deciding commission chair would reinvigorate it. He suggested D. Noble write a letter to Council detailing the task at hand, with a firm deadline to stimulate action. He asked if one of the Vice Presidents was designated to council, similar to J. Chan’s appointment to the BGA. P. Hansen tasked to be ExCo’s liaison to the IUPS Council. She will write to Council, asking them to consider the nominees to Commission I. She is to distribute a draft letter to ExCo by the end of the week.

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D. Noble suggested S. Webster set up a listserv for Council, stating he found the ExCo listserv much easier to use than hunting for individual email addresses. S. Webster agreed to set one up soon.

Action: P. Hansen to act as liaison between ExCo and IUPS Council.

Action: P. Hansen to draft letter to Council and distribute to ExCo for review.

Action: S. Webster to set up Council listserv, similar to ExCo's

3. Contract Discussion

D. Noble felt the contract negotiation meeting with V. Antunes last month went well, as V. Antunes seemed open to ExCo's changes to the contract. W. Boron noted that B. Machado was not present at the meeting, and may be less amenable to changes. S. Webster composed a cover letter detailing ExCo's rationale for keeping the fund for travel grants. The purpose of the letter was to emphasize IUPS's desire to take the "moral high road" and not try to enrich themselves. The Cleveland office was detailed to make the changes to the contract decided on by ExCo and submit the contract to ExCo post-haste.

Action: S. Webster to revise contract to incorporate changes and resubmit to ExCo.

4. Letter to Richard Vaughn-Jones

D. Noble stated that he delivered P. Wagner's letter to R. Vaughn-Jones in person. S. Webster was asked to officially email the letter, cc'd to PhysSoc Chief Executive P. Wright immediately.

Action: S. Webster to send IUPS/PhysSoc collaboration letter to R. Vaughn-Jones.

5. ExCo Meeting at EB Conference in Boston

S. Webster reported on setting up an ExCo meeting at the EB Conference in Boston. He had arranged for a conference room from 10:30 am to 12:00 pm at the Westin Boston Waterfront on March 28th. ExCo requested he arrange for a longer time to meet, preferably a full day.

Action: S. Webster to arrange a conference room for ExCo to meet all day.

6. Financial Report

S. Webster reported the IUPS's taxes for 2013 had been successfully filed without incident. He will be speaking with the accountant to make some changes to the books. He also reported that the travel reimbursements for P. Hansen, J. Chan, and P. Wagner were sent out. P. Wagner's check was put in the mail Friday, December 5th, and wires were sent to P. Hansen and J. Chan on Dec 8th. J. Chan asked when she would receive her money. P. Wagner stated that in his experience international money wires take several days.

7. Other/New Business

W. Boron reported on the proposed Physiome journal. Last month he located the APS's proposal, and forwarded it on to ExCo to use as a template. D. Noble asked who wanted to take control of the project, as he wished to have a proposal out to publishers by mid-January 2015. W. Boron suggested setting up a sub-committee to craft the proposal, as they would be starting from "square one" if not "square zero". D. Noble reassured that it wasn't quite square zero, as the Virtual Physiological Human Institute (VPH) already had some measure of success in publishing in a separate journal. The feedback from that endeavor could be used in IUPS's proposal. P. Wagner suggested P. Hunter and A. McCullough join the committee. D. Noble agreed. W. Boron suggested asking A. Azzi, past-president of IUBMB, for samples of their proposals for journals.

P. Wagner asked who would be in charge of the sub-committee. D. Noble offered to lead, as he has many contacts in the Physiome community. P. Wagner also suggested asking the publishers themselves for templates, so the sub-committee knows what they are looking for. W. Boron asked S. Webster to find out who publishes IUBMB's journals.

Action: **D. Noble** to head Physiome journal sub-committee consisting of himself, W. Boron, P. Hunter, and A. McCullough.

Action: **W. Boron** to ask A. Azzi about samples of their journal proposals.

Action: **S. Webster** to research IUBMB journal publishers

P. Hansen reported that she had not received any feedback from ExCo regarding their assignments for revising the Terms of Reference for their positions. She offered to resend her documents, as well as link to the Terms of Reference for IUBMB for comparison. ExCo is to report back to her within a week.

Action: **P. Hansen** to resend Terms of Reference materials to ExCo

Action: **ExCo** to reply within week.

P. Hansen suggested S. Webster create a "tracking system" for ExCo's decisions and actions. This would help S. Webster complete his tasks in an acceptable matter. This chart would contain columns for actions, date assigned, date due, date completed, and any comments from ExCo members. P. Hansen offered to send S. Webster a sample to use.

Action: **P. Hansen** to send S. Webster tracking sheet to facilitate the completion of tasks in a timely manner.