

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

EXECUTIVE COMMITTEE

DENIS NOBLE, UK, President
JULIE CHAN, Taiwan, First Vice President
PENNY HANSEN, Canada, Second Vice President
WALTER BORON, USA, Secretary-General
PETER WAGNER, USA, Treasurer

STEVEN WEBSTER, USA, Manager



COUNCIL

TOMASZ BRZOZOWSKI, Poland
PETER HUNTER, New Zealand
BENEDITO MACHADO, Brazil
CAROLINE MCMILLEN, Australia
KATSUHIKO MIKOSHIBA, Japan
PENNY MOODY-CORBETT, Canada
JENS RETTIG, Germany
SAEED SEMNANIAN, Iran
TOBIAS WANG, Denmark
XIAOMIN WANG, PRC

IUPS Executive Committee Teleconference Meeting

May 12, 2015

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

1. Review of Action Items from Previous Meeting

The meeting started with a review of the previous month's action items. P. Hansen completed a draft letter to Commission and Committee chairs, which W. Boron gave notes on. P. Hansen then submitted the letter to ExCo. S. Webster created an IUPS Council listserv to facilitate communications. The email address is IUPS-Council@case.edu. D. Noble had not written the letter to Council but will do so, and send it with the most updated minutes as soon as possible.

2. Approval of Minutes from Previous Meeting

The minutes for the March 12 meeting were approved with no changes. S. Webster was instructed to post them to the IUPS website. D. Noble will send them with an accompanying cover letter to members of the IUPS Council.

3. Changes to Brazil Contract

W. Boron reported on changes to the 2017 Congress Contract. He had two major changes to the contract he wanted to discuss. The first was the elimination of Paragraph 8, on joint approval of financial discussions between SBFis and IUPS. W. Boron emphasized that IUPS did not want SBFis to spend money it did not have. P. Wager stated that IUPS was involved in *all* congresses, not just 2017.

The next change discussed was the matter of insurance for the Congress. In the latest version, SBFis has agreed to liability insurance, as part of its contract with GL Events (the company in charge of RioCentro). P. Wagner asked about IUPS's liability in the event of cancellation. W. Boron pointed out that Paragraph 20 specified SBFis's "full financial responsibility" for the Congress. He and V. Antunes agreed verbally that travel insurance would be the responsibility of the individual traveler.

The major cause for concern for ExCo was SBFis's insistence on using the \$60k from previous congresses (detailed for the use of travel grants) for ExCo and Council travel to the Congress. W. Boron stated that he and V. Antunes had agreed to keep the money for travel grants, and was not sure why the

IUPS Physiology & Biophysics School of Medicine Case Western Reserve University
10900 Euclid Avenue Cleveland, OH 44106-4970 USA
Tel: 216.368.5520 Fax: 216.368.5586 iups@case.edu

change had been made. He cited several ideas brought up in Boston to alleviate the cost of Council travel. This included having Council members give talks or chair symposia, and not including any extra members for the second ISPC meeting. ExCo requested that W. Boron speak to V. Antunes and reaffirm IUPS position that the money from Birmingham be used *solely* for travel grants. W. Boron remarked that the issues ExCo is having underscores the need for a formal Memorandum of Understanding with host societies.

4. *Physiome* Journal Proposal

D. Noble reported on the proposals for the *Physiome* journal. He reported that a meeting with Biomed Central went very well. They discussed running the journal as a joint partnership, with IUPS being in charge of the editorial board. Elsevier is looking into how the journal would fit in with the other journals it publishes. Wiley Blackwell acknowledged receipt of the proposal, but no more. The concensus of ExCo was “so far, so good”.

5. Other/New Business

P. Wagner asked that ExCo formalize procedures for creating policies. He felt that too many important matters were being forgotten in between conference calls. S. Webster offered to send out the Action Item Tracking Sheet to members of ExCo on a bi-weekly basis to keep everyone apprised on important matters. D. Noble stated that this was an excellent idea.

P. Wager spoke on the draft of the Needs Assessment Survey he submitted to ExCo in April. He reported that W. Boron replied with easy changes, while P. Hansen sent back major changes. P. Hansen suggested he contact M. Matyas at APS for suggestions on what questions to ask. P. Wagner had a similar idea, but was not sure he had the authority to do so. He also worried about going around M. Frank. D. Noble advised him to ask M. Frank’s permission to speak to M. Matyas about the survey. W. Boron asked if consulting with APS would be ceding control to them. P. Wagner assured him he would only be soliciting advice, nothing else.

P. Wagner reported on his meeting as an *ex officio* member of the *Physiology* Editorial Board. He stated that he was asked by M. Frank about IUPS’s part of the bargain to forgive their balance of *Physiology*. P. Wagner had two questions about *Physiology*: how was the journal marketed, and what was the pricing philosophy with regard to other countries. He reported that he had emailed these questions to M. Frank on three separate occasions since the EB meeting, with no response. W. Boron assured him that M. Frank’s silence on the matter was probably innocuous, and to just phone him.

P. Wagner reported on the status of the dues revision process. He stated that no work had been done since the EB meeting in Boston. He asked S. Webster to send the most up to date version of the membership counts. Regarding dues, he reported that only about 1/3 of member societies had paid their dues so far. He suggested sending out reminder notices to those who had not paid yet. S. Webster reported that L. Price usually did so in June, as they were not officially due until December 31st. He also reported that ICSU’s dues were due on June 30th. P. Wagner suggested that going forward, IUPS dues should be due on the same date. W. Boron pointed out that many societies (such as APS) plan their annual budget in the fall, so ExCo should send member societies a letter advising them of the change.

P. Hansen asked when the new dues would be ready. P. Wagner stated that they would be ready as soon as he received the table from S. Webster. He stated that while having incomplete data would not be ideal, it would be enough to figure out dues for the rest of the societies. P. Hansen asked which IUPS body would be in charge of the new dues procedure. P. Wagner replied that the BGA was supervising the process, and had responded favorably to the current proposal. He hoped to have the new dues structure ready in time for the 2016 dues. W. Boron stated that according to the IUPS Constitution, dues were to be decided on a quadrennial basis by the General Assembly. He also noted that the Constitution stipulated a January 1st due date for dues. He proposed a gradual “roll back” of the due date to alleviate confusion. 2016 would be due June 30th, 2017 in April, etc. He suggested a letter to societies from the Secretary-General and Treasurer would be helpful in explaining the situation to member societies. P. Wagner suggested adding an update on the dues revision procedure. ExCo agreed.

Action Items

1. S. Webster to post March 12 Minutes to website. (complete)
2. D. Noble to draft cover letter to accompany minutes to Council listserv.
3. W. Boron to meet with V. Antunes via Skype to continue work on the 2017 Contract
4. S. Webster to send updated Action Item Tracking Sheet to ExCo bi-weekly
5. P. Wagner to ask permission from M. Frank to contact M. Matyas regarding the needs assessment survey.
6. P. Wagner to ask M. Frank his questions about APS’s marketing of *Physiology*.
7. S. Webster to send P. Wagner updated membership information sheet. (complete)
8. W. Boron and P. Wagner to draft letter to inform member societies of dues revision process and new invoice due dates.