

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

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IUPS Executive Committee

Teleconference Meeting

July 12, 2016

Minutes

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

1. Review and approval of June 21 minutes and Action Items
 - a. S. Webster to post May 20 meeting minutes on website

The minutes were posted to the IUPS website.

- b. ExCo to look at Trading Post and provide feedback

S. Webster reported there were no new logins on the IUPS Trading Post since the last meeting. P. Hansen stated that since she and D. Noble will be in Lago for the AAPS meeting in early September, the Trading Post should be ready by then. S. Webster was instructed to send the link and login information to ExCo.

- c. P. Hansen to write to ADI to confirm IUPS-2017 arrangements

P. Hansen reported that P. Mendez, the Brazilian head of ADI is in charge of arranging the booth at IUPS-2017.

- d. P. Hansen to continue work on ToR

P. Hansen is continuing work on the Terms of Reference. In discussing commission/committee sub-sections, M. Gordon suggested they each have their own ExCo, but she felt this was overkill. W. Boron suggested that the Terms say that sub-sections “could” designate their own ExCo. P. Hansen has started working on ToR for the Commissions, making separate ones for Ethics and Education.

She had not started on the Membership Committee Tor, as she was not sure what it did. D. Noble stated that it had previously been made up of himself, S. Semnanian, and S. Orsani (previous IUPS Manager). He stated that the Membership Committee ended up doing very little, because of the dues issue. He suggested including the BGA, as they have a wider focus than ExCo does. W. Boron suggested basing it off of the Nominations Committee model, with half of the members coming from BGA, and the other half ExCo. D. Noble agreed, and stated the President should be part of the committee. P. Hansen was delegated to write the Terms of Reference for the Committee.

- e. W. Boron and P. Hansen to work on Constitution and By-Laws
 - f. S. Webster to distribute Constitution and By-Laws to Council and BGA

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S. Webster emailed the revised Constitution and By-Laws the IUPS Council and BGA on June 23rd, with a deadline for comment on July 8. All of the responses he received were in favor of the amendments.

g. ExCo to send “bullet points” to D. Noble to include into letter to APS and TPS

ExCo had not done so yet. D. Noble stated that TPS provided their total membership number (which included members from outside the UK), rather than their national member total. W. Boron reported that he had some preliminary conversation with M. Frank from APS regarding dues. He will be speaking with M. Frank, P. Wagner, and J. Reckelhoff to discuss the APS’s dues.

h. D. Noble to send letter to SGP to propose collaboration

S. Webster transmitted the letter to SGP President M. Shapiro on July 5.

i. W. Boron to talk with A. McCulloch regarding ISCU grant ideas

W. Boron stated that the call for proposals read as being more for outreach activities, than formal research. During the ISCU meeting in Paris, he was approached by IUPHAR (the pharmacologist union) about a possible joint project. D. Noble asked if IUPHAR meeting in Rio was off the table. W. Boron said it probably was, but it might be possible to cast a multi-scale modeling meeting as outreach. P. Hansen asked if the Education Committee could be involved. W. Boron will email R. Carrol to include him in discussions.

j. W. Boron to draft letter to S. Gangopadhyay requesting formal Occupational Physiology proposal

S. Webster drafted a letter for W. Boron to approve and send. He will ask S. Gangopadhyay to consider pre-existing commissions, and perhaps look at incorporating Occupational Physiology as a sub-section. Once ExCo receives a formal proposal, it will take it to Council.

k. W. Boron and P. Wagner to combine MoU and “template contract” drafts prior to CAPS meeting.

S. Webster sent P. Wagner and W. Boron their revisions to the “host a congress” page on the website. P. Wagner stated that the Memorandum of Understanding was to be a “skeleton” of the contract. The MoU was to do three things: formalize the congress selection procedure, give some structure to the proposals, and contain a template contract, which must be adhered to. P. Wagner noted that previously, each proposal was unique in what they provided, and what they omitted. P. Wagner asked S. Webster to distribute the signed IUPS-2017 contract to ExCo to review.

2. Meeting with UBS Rep

P. Wager reported that IUPS has a new account representative with UBS, Rudy Pedraza. P. Wagner and S. Webster met with him via telephone. IUPS has approximately \$150k cash on hand, out of \$400k in total assets. P. Wagner relayed R. Pedraza’s suggestion that approximately half be placed in a short term fund to protect it from inflation before it is needed for IUPS-2017. ExCo agreed to the plan.

3. BGA Meeting

J. Chan reported on the most recent BGA meeting. J. Sengupta was elected Chair of the BGA, with S. Barman as Vice-Chair. J. Chan reported that the BGA was pleased that their regionalism proposal was incorporated into the revised Constitution and By-Laws. She reported that BGA agreed to wait on the dues revision until ExCo met with APS and TPS.

At the meeting, S. Barman brought up the matter of absentee members of the BGA. J. Chan and J. Sengupta will be sending out letters to the absentee members asking if they are still willing to participate in the BGA. The BGA will be discussing how to implement the regional chairs at the next meeting.

4. Any new business

W. Boron asked about progress with the revised constitution and by-laws. S. Webster reported that all of the responses he received from Council and the BGA approved of the revisions. W. Boron asked how the vote to create the BGA was ratified. D. Noble stated that the GA voted via email ballot. P. Hansen emphasized the need to ensure receipt of the ballots. W. Boron asked who to send the ballots to. D. Noble stated that the 2013 GA was still in effect, so it should be sent to them.

W. Boron reported on the activities of the Nominations Committee. The NomCom agreed to an open and transparent nominations process. He stated that the Call for Nominations were nearly complete, and would be sent to all members of Council and BGA, as well as member society presidents and contacts. In addition, letters would be sent to all members of Council asking if they would be willing to serve another term.

Action Items

1. S. Webster to post June 21 minutes to website
2. P. Hansen to draft Terms of Reference for the Membership Committee
3. ExCo to send "bullet points" to D. Noble for letter to APS and TPS
4. W. Boron and P. Wagner to speak with APS regarding dues
5. S. Webster to email R. Carroll to ask about EduCom involvement in IUPHAR/IUPS collaboration
6. S. Webster and P. Wagner to contact UBS and give approval for investment plan.
7. S. Webster to distribute signed IUPS-2017 contract to ExCo
8. S. Webster to distribute letters to IUPS Council members asking if they are willing to serve an additional term.
9. S. Webster to distribute IUPS Call for Nominations to all interested parties