

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

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IUPS Executive Committee Teleconference Meeting

Minutes

March 14, 2018

Present: J. Chan, S. Wray, P. Hunter, U. Pohl, P. Molina, S. Webster

1. Review of IUPS Finances

Due to connectivity issues with the New Orleans office, S. Webster provided a brief summary of the IUPS finances.

2. Review and approval of February 14 Minutes

The minutes were approved with minor edits. S. Webster provided a report on his duties for the prior month. He noted that some emails were inadvertently sent to his spam email folder.

3. Membership dues: models and calculations

P. Molina reported on the most recent dues revision proposal she was working on with C. Ball and J. Chan. The matter was tabled until EB, so the rest of ExCo could review it. S. Wray proposed that ExCo write up a background paper to present to Physoc and APS with the revised dues. S. Webster stated that P. Wagner drafted such a document during the last round of dues revision. He was instructed to forward it to ExCo to avoid "reinventing the wheel".

4. Face-to-face ExCo meeting in San Diego

S. Webster stated that the best times to meet were Monday, 23 April, and Tuesday, 24 April, based on ExCo's availabilities. S. Wray asked if it were possible to meet Sunday, 22 April, as several members were arriving on Friday. J. Chan stated that she and U. Pohl were meeting with IUPHAR on Sunday, to discuss strategies for interactions and organizing joint activities between the two unions..

S. Webster asked that ExCo forward him their travel itineraries to facilitate meeting.

5. State of the IUPS 2021 Congress contract

J. Chan stated that her goal was to have the contract signed by IUPS and CAPS by the end of the year. She asked S. Webster to forward the template contract, as well as prior contracts, to the ExCo to review.

6. Europhysiology: IUPS activities (e.g. open house)

S. Wray reported that the IUPS Open House will be held on Saturday 15 September during the lunch break at Europhysiology 2018. She asked for permission to write a short description for the conference program. J. Chan asked who from IUPS will attend the Open House. S. Webster reported that J. Chan, S. Wray, U. Pohl, and several members of the BGA will be at Europhysiology. S. Webster was directed to send a letter to members of BGA and Council to invite them to take part in the Open House.

U. Pohl asked what the objective of the Open House was. S. Wray stated that the goal was to reach out to non-IUPS affiliated physiologists, and potentially recruit them for commission and committee membership.

7. Planning Joint ExCo/council and ExCo/BGA teleconferences

J. Chan stated that the ExCo needs to plan joint meetings with the Council and BGA. She suggested arranging the meetings in small groups, as managing a twenty person skype call would be untenable. She suggested dividing Council and BGA into two groups each. Every three to four months, a group would take part in the ExCo call. S. Webster was directed to forward the council mailing list to J. Chan to facilitate arrangements.

8. Publication working group

U. Pohl gave a report on the progress of establishing a publications working group to manage the union's current and upcoming publications. He asked if the plan was still to include the Commissions and Committees in the group. ExCo agreed. U. Pohl suggested that P. Hunter nominate two members, as *Physiome* will be the group's primary concern starting out.

U. Pohl and P. Hunter will write up a call for nominations for the working group for distribution, and then create a shortlist of candidates for discussion at EB.

9. Any other business

S. Webster that he had created an IUPS account on Twitter: @TheIUPS. He stated that most of the content were retweets of APS and Physoc accounts.

J. Chan stated that traditionally, EB was the platform for in-person ExCo meetings. She suggested that Europhysiology 2019 may be a suitable venue for the next meeting. She stated that the deadline for submitting symposia was 31 March, and the accepted symposium will get funding to partly defray travel

Action Items

1. P. Molina, C. Ball, and S. Webster to prepare a budget for approval at EB.
2. S. Webster to forward P. Wagner's dues revision letter to ExCo.
3. ExCo to forward travel itineraries to S. Webster
4. S. Webster to forward template contract to ExCo
5. S. Webster to send Open House invitation letter to BGA and Council.
6. S. Webster to forward Council contact list to J. Chan
7. U. Pohl and P. Hunter to write up call for nominations for Publications Working Group
8. U. Pohl and P. Hunter to create a shortlist of candidates for Publications Working Group