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IUPS Executive Committee and Council Teleconference Meeting Minutes

March 8, 2016

Present: D. Noble, J. Chan, W. Boron, B. Machado, C. McMillen, K. Mikoshiba, P. Moody-Corbett, J. Rettig, S. Semnanian, X. Wang, J. Sengupta, S. Webster

With Regrets: P. Wagner, T. Brzozowski, P. Hunter, T. Wang

1. Review of Action Items from Feb 18 Meeting

- a. S. Webster to post January 5 minutes to IUPS website and distribute to Council.**

The minutes were posted to the IUPS website, and distributed to Council.

- b. D. Noble to R. Vaughn-Jones about EB attendance.**
c. D. Noble to make arrangements with R. Vaughn-Jones and P. Molina for informal discussion at EB

D. Noble confirmed R. Vaughn-Jones's attendance, and was working to finalize plans to meet with him and P. Molina.

- d. D. Noble to contact Sri Lankans, and inform them of the required documents for becoming an Adhering Member.**
e. S. Webster to work with accountant to determine Named Lecture funds

S. Webster will be better able to work with the accountant once the US tax season ends in mid-May.

- f. W. Boron to discuss sharing costs of APS hospitality suite with M. Frank**
g. ExCo to send S. Webster agenda items for EB meeting.
h. ExCo to send S. Webster their travel itineraries for EB.

W. Boron spoke with M. Frank, who agreed to let IUPS use the APS hospitality suite at no cost. S. Webster reported that ExCo had sent him his travel itineraries. D. Noble pointed out to Council that members of ExCo would already be attending EB of their own accord, so the only cost to IUPS was for S. Webster's travel.

- i. S. Webster to forward link to IUPS Trading Post to ExCo**
j. ExCo to send feedback to S. Webster.

See Agenda item 6.

2. Approval of Minutes from Feb 18 Meeting

The minutes were approved. S. Webster is to post them to the IUPS Website.

3. BGA Update

J. Sengupta gave the updated on the BGA and their regionalism proposal. She reported that K. Spyer had stepped down, and he was asking as acting BGA Chair until a new one had been elected. The proposal suggested dividing IUPS into five regional bodies, based on the regional federations. She cited FAOPS and FEPS as potential regions, with Pan-America, Africa, and India/Oceania as addition groupings. Each region would be in charge of their own governance and management, and would elect a chair to serve on Council.

The floor was opened to questions. K. Mikoshiba asked about the financial concerns with setting up such an expansive structure. W. Boron asked about the specific regions BGA was proposing, as the discussion for reorganizing Council called for four regional chairs. D. Noble suggested setting up a meeting between representatives of ExCo and BGA to work it out.

4. IUPS-2017 and ISPC Updates

B. Machado and W. Boron gave an update on the progress of the 2017 Congress and ISPC. B. Machado stated that IUPS2017.com was receiving good traffic, and the Call for Symposia was open. SBFis would be set up with an advertising booth at the EB meeting in San Diego. He reported that the LOC would be meeting with congress organizers MCI to discuss the budget, which will be delivered to ExCo in San Diego. He stated that ISPC will also going well. Most of the selected keynote speakers had confirmed their attendance, as well as five of the six plenary speakers.

The next meeting of the ISPC would take place on August 26-27, with a workshop being held on August 25 at the University of Sao Paulo as a satellite of the 2016 SBFis Congress. He reported that APS, PhySoc, SPS, and JPS were actively participating in promoting the Congress.

J. Chan asked about sponsorship for the Congress. B. Machado stated that sponsors do not need to provide financial support to be a sponsor. He stated that JPS was not contributing money, but was extensively promoting the Congress to its members. He stated that Japan was the #2 country behind Brazil in views of IUPS2017.com. W. Boron asked about CAPS potentially sponsoring some symposia, as the hosts of the next Congress. J. Chan offered to speak to X. Wang (current President of CAPS, FAOPS, and the LOC of IUPS-2021) about possible sponsorship.

K. Mikoshiba asked about the number of symposia that had been submitted to the website, with the deadline in one week. B. Machado state that as of last week, twenty proposals have been submitted. With sixty slots to fill, the goal was one to two hundred total proposals to choose from. S. Webster asked how many incomplete proposals were in-progress. B. Machado stated that there were approximately thirty incomplete proposals in the system. S. Semnalian suggested moving the deadline back some time to allow for others to submit proposals. B. Machado and W. Boron agreed to discuss the matter.

5. Terms of Reference

P. Hansen started by giving a brief history of the process of writing Terms of Reference (ToR) for all the standing groups and officers of the IUPS. She stated that two years ago, there were no ToR, so members of IUPS need to consult the Constitution and Bylaws for guidance. The Terms of Reference are an easier, more structured way for everyone to know their rights and responsibilities. The Executive Committee has been developing drafts of these documents and of the Constitution and ByLaws for

discussion and consideration by Council and BGA, in preparation for voting on changes in the Constitution and ByLaws.

W. Boron led the discussion of the Nomination Committee. He stated that the only proposed change needed in the Constitution would be that that the Nomination Committee would continue to act between congresses to fill any vacancies in the Council. He also stated that provision for electronic meetings, such as via Skype, would be used for voting and discussion between regular face-to-face meetings of the GA. D. Noble pointed out that the provision of virtual meetings resulted from the Constitution and Bylaws being written long before the advent of email or Skype.

W. Boron briefed Council on the proposed changes to Council make-up, as discussed during the Council meeting at the 2015 SBFis meeting. He stated that the proposed Council would be made up of ExCo, the eight commission chairs, and the chairs of the Education, Physiome, and Ethics Committees. In addition, the BGA's suggestion for regional chairs was included to bring the total Council members up to twenty. He stated that the discussion with J. Sengupta was useful in determining the identification and role of the regions.

W. Boron stated that the goal was to finalize the Terms of References and changes to the Constitution and Bylaws during ExCo's meeting in San Diego in April. He stated that once the changes were finalized, the Nomination Committee would be able to get to work. J. Chan asked about setting up the regional groups. J. Sengupta stated that BGA would discuss and recommend the identity of the regions.

W. Boron suggested a meeting between members of ExCo and BGA to work on the details. He suggested himself, J. Chan, and P. Hansen make up the ExCo contingent. J. Sengupta would get two representatives from BGA to join her.

6. IUPS Trading Post update

S. Webster reported that the IUPS Trading Post was online in a very rough form. He stated that P. Hansen attempted to log into it, but was unable to do so. S. Webster will discuss the matter with IUPS's developer. The idea of having a Trading Post mounted on the IUPS site arose from discussions several years ago with African colleagues at an AAPS meeting in Egypt. It would provide a way for colleagues who need resources (such as assistance or mentoring, equipment or books) to make a request, and for those who have corresponding resources to offer them.

7. Agenda for ExCo meeting at EB San Diego

The following items were suggested for ExCo meeting agenda in San Diego: Terms of Reference and Constitution/Bylaws, Congress planning meetings with APS, PhySoc, and SBFis, regional structure of IUPS.

8. Any New Business

There was no new business. D. Noble hoped that the smoothness of the Skype connection was a good sign for future Council meetings.