

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

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IUPS Executive Committee Teleconference Meeting October 18, 2018

Meeting Minutes

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

1. Review of previous meeting minutes

The minutes were approved. S. Webster was instructed to distribute them.

2. Meeting with CAPS

P. Wagner gave a brief report on the meeting between CAPS leadership and himself, J. Chan, and W. Boron at the CAPS meeting in Beijing. They met with Y. Wang and TS Chan, but X. Wang was unfortunately unable to take part. W. Boron stated that CAPS ran excellent meetings, and that the representatives they met were top notch.

P. Wagner stated that CAPS were concerned about two matters regarding the 2021 Congress: the ISPC and the budget. He stated that CAPS did not see the need for the proposed 32 member ISPC. He stated that this allowed for eight working groups of four members each, which was easily managed. W. Boron also mentioned they seemed to balk at the potential cost of the congress, estimated to be approximately one million US dollars.

W. Boron reported that he and P. Wagner had continued work on the template contract for future congresses. He stated that there were one or two things for them to clean up, and it would be ready. P. Wagner stated that it would be useful for members of ExCo to review the contract before it was distributed, to provide a clean set of eyes. He authorized W. Boron to make any needed changes before distribution to ExCo.

W. Boron reported on the congress planning timeline created by S. Webster. He stated that a “time remaining” column needed to be added, but it was otherwise ready to go. P. Wagner suggested combining the four into one “average” that could easier be used as a reference. He also suggested adding wording that gave some leeway in the planning process.

3. Avicenna Alliance—corporate fundraising

D. Noble spoke with P. Hunter and A. Henney from VPH Institute to discuss VPH’s Avicenna Alliance, a program for soliciting corporate partnerships. A. Henney offered to let IUPS in on the

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meetings it was setting up with the pharmacological industry. D. Noble said that IUPS would use these meetings to make contacts, and possibly invite them to sponsor symposia, or even IUPS directly. D. Noble was asked to contact A. Henney and P. Hunter to communicate IUPS's willingness to participate.

4. Task Force to define Symposia selection criteria

S. Webster forwarded P. Wagner's charge to the Task Force to define the process and selection criteria for selecting congress symposia. W. Boron stated that the task force needed a "chair of chairs" to lead the task force. ExCo is to review the charge, and once it is accepted, invite R. Bindles to lead task force.

5. Adoption/sponsorship of societies with problems paying dues

D. Noble reported that an idea was proposed at the AAPS meeting for organizations (i.e. laboratories, corporations, or larger societies) to sponsor smaller societies. Sponsors could also provide mentorship to societies in need.

D. Noble suggested adding mentorship to the IUPS Trading Post. S. Webster reported that it has been added, under the category of "academic assistance". He also stated that the Trading Post was "live" but there was no links to it anywhere else on the website. S. Webster was instructed to make it so, pending final review from W. Boron and P. Hansen.

6. Future of Manager's office

D. Noble stated that the discussion was regarding the office of the IUPS Manager, not the manager himself. He stated that a large factor is the incoming Secretary General and Treasurer. Four possibilities are being considered: relocating the manager's office to the new secretary-General's location, hiring a professional company to handle the day to day operations, keeping the manager's office at CWRU in Cleveland, or employing a person directly (a la Sue Orsoni). P. Wagner suggested that members of ExCo research management companies, and get quotes for service. ExCo was also directed to send their pros and cons of each of the proposals.

7. Wires from UBS

S. Webster reported on the situation with their bank. UBS has changed their regulations, and no longer allows international wire transfers. S. Webster reported that this make paying Sao Paulo travel reimbursements extremely difficult and time consuming. Those in North America were paid via paper check sent through the mail, and two others were paid via Western Union. However, he was unable to do so for J. Chan's reimbursement. He is working on it. He stated that another option was changing banks altogether. He stated that he is working on that as well.

8. Administrative support for BGA Report.

S. Webster reported that he had created a web form using Google Forms for participants of the BGA survey to fill out. The service is free, and will export all of the responses into a spreadsheet. BGA is dividing up the duties of interpreting the data.

9. Commission/committee chairs to write brief statement for BGA Report.

J. Chan reported that BGA is asking the IUPS commission and committee chairs to provide brief statements for their report. D. Noble stated that the letter should come from BGA.

10. Any other business

S. Webster stated that none of the dates for a November ExCo meeting had more than three members available. D. Noble agreed to cancel the November meeting.

S. Webster asked if everyone had received the “newsletter” version of the meeting minutes. He asked for approval to expand the newsletter mailing list to facilitate mass distribution of meeting minutes. ExCo approved.

Action Items

1. S. Webster to post meeting minutes to IUPS website and distribute to all relevant parties.
2. W. Boron to complete template contract and distribute to ExCo for review.
3. S. Webster to combine timeline versions into one timeline reference
4. D. Noble to contact A. Henney and P. Hunter to communicate IUPS’s desire to participate in Avicenna Alliance.
5. ExCo to review P. Wagner’s charge to the task force.
6. S. Webster to put link to Trading Post on IUPS homepage, and publicize it.
7. ExCo to research professional management companies
8. ExCo and S. Webster to send pro/con reports on Manager’s office