

INTERNATIONAL UNION OF PHYSIOLOGICAL SCIENCES

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IUPS Executive Committee Teleconference Meeting May 9, 2018

Agenda

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

With regrets: S. Wray

1. Review of minutes from ExCo meetings on April 10 and 23.

- P. Molina requested more informative minutes to capture the essence of the discussion, particularly regarding the IUPS Roadmap.
- U. Pohl requested edits to comments regarding the proposed newsletter.

2. Manager's Activity Report (S. Webster)

- Prepared minutes from EB meeting
- Compiled a list of major physiological meetings from national and regional members' websites for 2019-2020.
- Hosted BGA call and prepared minutes from call
- Polled Council members to determine availability to meet with ExCo via teleconference.

Action items:

- S. Webster to poll ExCo members on their plans to attend the meetings listed.
- S. Webster to provide alternative meeting dates in September and October if the dates proposed and people's availability are closely clustered together on one date
- J. Chan noted that the letter to Council members granting permission to recruit for their respective commissions and committees should go out.

3. BGA Mentor-Mentee Workshop

- Item was tabled, as S. Wray was not available to report on the BGA's proposed Mentor-Mentee Workshop.
- J. Chan stated that J. Sengupta was looking for feedback from ExCo on the workshop. She proposed having a small meeting with her, J. Sengupta, S. Barman, S. Wray, and U. Pohl to discuss via Skype.

Action items:

- S. Webster to set working group conference call.

4. Treasurer's Report (P. Molina)

- P. Molina presented a revised Travel Reimbursement Form for ExCo approval. The changes are meant to increase the transparency of the union's travel expenses. Main change is the need for itemized receipts when requesting reimbursement. ExCo approved the use of the new form going forward.
- An announcement of IUPS support for 2 symposia at the PanAm 2019 meeting in Havana has been distributed to IUPS members. G. Sieck, chair of the scientific committee and Linda Allen, APS conferences contact person have been informed. P. Molina thanked ExCo for their feedback on the call for symposia proposals to member societies.
- Dues structure revision still work in progress. Details to be distributed by email to ExCo.
- Signatory authority in Wells Fargo accounts has been completed. IUPS is being charged for both incoming and outgoing wires, similar to APS. Plan is to remain with Wells Fargo due to the supposedly better mechanism for sending money overseas.
- S. Webster's and C. Ball's monthly payment will be transferred from UBS to Wells Fargo. UBS is mostly funds and investments, no cash flow to spend from regularly.
- Meeting with Chase to discuss move of UBS funds to Chase. Still in progress, will update when finalized.
- J. Chan stressed the point that the IUPS still had Travel Awards from 2017 outstanding, and needed to be taken care of ASAP.
- U. Pohl asked for an update from Brazilian Society regarding the funds from the IUPS congress that is owed to IUPS. P. Molina stated she communicated with V. Antunes, but was told that the SBFis was under new leadership. C. Ball has reached out to the new President and Treasurer (May 2, 2018). Will follow up this week.

5. Any other business

- U. Pohl reported that he had received an electronic ballot for the upcoming ICSU meeting. The two items up for vote were approval to transfer ICSU's accounts to the new ICS, and for further agreement of the merger. ExCo gave approval for both items.
- U. Pohl brought up the idea of meeting with CAPS after the ExCo meeting in Taiwan to discuss the contract. J. Chan replied that it was a good idea, but YS Chan hadn't enough time yet to report back to CAPS. She stated that she would write a follow up letter, and ask if any CAPS representatives would be attending Europhysiology in September.

Action Items

1. S. Webster to revise April 23 meeting minutes
2. S. Webster to survey ExCo on meeting attendance for 2019
3. S. Webster to review ToR for Council and draft letter
4. S. Webster to arrange skype meeting to discuss Mentor-Mentee Workshop.
5. J. Chan to write follow up letter to YS Chan, asking about Europhysiology.