

IFCN EXCO MEETING MINUTES: Berlin, Wednesday March 19 2014, 0900-1530

Present: Paolo Rossini (PR), Reinhard Dengler (RD), Larry Phillips (LP), Hiroshi Shibasaki (HS), Mamede de Carvalho (MdC), Daniel Cibils (DC), David Burke (DB). Members of the upcoming ExCo: Mark Hallett (MH), Renato Verdugo (RV), Kaz Ugawa (KU), Stephanie Stevenson (SS) (Secretariat Office)

Report of the President (PR): PR welcomed both the “old” and “new” ExCo members to the meeting. He thanked RD and his colleagues for the organization of the ICCN 2014 in Berlin, which will likely be the largest Congress in the history of the ICCN (the number of attendees is over 3000, with 1500 abstracts selected and 60+ exhibitors). PR also thanked all members of the ExCo for their friendly, loyal, and reliable cooperation; the environment of the ExCo meetings was always positive, and unanimous solutions found. Thanks to Stephanie and Venue West for Secretariat support. Looking back over the Vision Paper, many points have been addressed, with some left for the new ExCo.

Treasurer’s Report (RD): RD presented the Revenue and Expenses from 2010-2013, the Expected Revenue and Expenses for 2014, The Proposed Budget for 2014-2018, and the Resolutions that need to be adopted by the GA (and the ExCo). It was agreed that it is important for the IFCN ExCo to have other sources of funds besides Elsevier royalties (e.g. earnings from investments). ExCo members agreed that a reserve of \$4 million US was sufficient, and the intention is to have a balanced budget in future years (rather than a projected surplus).

Motion to Approve Provisional Budget – 2014, 2018: Moved by DB, Seconded by LP, motion carried.

There is a requirement for the GA to approve the hiring of the auditor. RD recommends Loewen Kruse (who are the current auditors).

Motion to Approve the Auditors of Loewen Kruse: Moved by PR, Seconded by HS, motion carried.

Motion to Approve Special Resolution (as provided by the IFCN lawyer, Rod Kirkham) to Continue the Federation under the Provisions of the CNCA: Moved by HS, seconded by DC, motion carried. This motion will also be considered by the GA.

RD reviewed the current 2014 dues payments. About 70% of the dues have been paid now, and further dues payments will be announced.

Report from Editor in Chief: The acceptance rate for CLINPH for full length submissions is 33-35%. There have been discussions on open access papers for CLINPH. On line publication of author accepted manuscripts has now been implemented. Paper submissions are increasing and time to review these submissions is decreasing.

PB also discussed stopping print copies of CLINPH and publishing on line only. Elsevier is now printing less than 350 copies; doing this would save on print costs (35,000 Euros) and print on demand could still be offered. LP noted that making a decision to stop a print copy is a serious decision.

DB noted that PB is going to be starting the postdoc free access program again. It is designed to help early career researchers who are between positions stay up to date in their respective fields. The program offers complimentary access to all the Elsevier journals including CLINPH for a period of 6 months.

Report of Chapter Liaison for Latin America (DC): Currently there are 11 Societies in this Chapter, and the Chapter is working with a couple of the non active societies to improve their relationship to them. Each year they support at least two national societies' educational activities.

Report of Chapter Liaison for the European Chapter (MdC): The European Chapter is very active. Recent initiatives have included the Horizons in Clinical Neurophysiology meeting, construction of a large neurophysiological database, Board certification for European neurophysiologists (possibly in cooperation with UEMS), and an original manuscript containing the evidence of repetitive TMS application as a treatment tool.

Report of Chapter Liaison for the Asia-Oceania Chapter (HS): There are currently 11 national societies in this Chapter. Recent meetings included the 12th Annual Congress of Chinese Society of Clinical Neurophysiology in Beijing, and the 5th Asian-Oceania Congress of Clinical Neurophysiology in Bali. ExCo attended and participated in both these meetings. The 6th AOCCN will be held in Bangalore India on March 3-6, 2016. PR noted the IFCN had invested resources supporting a TMS meeting in China and 3 speakers in a meeting in Hyderabad, India.

Report of the Chapter Liaison to the North American Chapter (LP): The NA Chapter will meet at the ICCN 2014 and discuss the bid for hosting the ICCN 2018 meeting in Washington DC and the impact of having a consistent Chapter representative on the ExCo. PR notes his goal in the vision paper to integrate the NA Chapter into the IFCN, although it is difficult to use the model of other Chapters for the NA Chapter.

Chapter Liaisons: Chapter meetings will take place at the ICCN 2014, and MH asked new ExCo members to take on the Chapter Liaison role. RV will be the liaison for the Latin American Chapter, PR will be the liaison for the European Chapter, KU will be the liaison for the Asia-Oceania Chapter, and MH will be the liaison for the North American Chapter.

ICNS Report (MdC): The ICNS has 43 active members and 3 special members; the number of members has increased because of the need to belong to a Society in order to qualify for travel grant to the ICCN 2014. Membership applications are considered by MdC (review of CV) and technicians are not accepted. The ICNS will meet during the ICCN 2014 to review and accept the new ICNS Rules which are simplified from previous bylaws.

Report of the Elections Committee (HS): The ExCo officers elected for the next Fiscal Period will be Dr. Mark Hallett (President), Dr. Paolo Rossini (Past President), Dr. Yoshikazu Ugawa (Secretary), Dr. Reinhard Dengler (Treasurer), Dr. David Burke (Editor in Chief up to 2015) and Drs Liying Cui and Renato Verdugo as Members-at-Large.

Report of Rules Committee (HS): The main tasks of the Rules Committee during the Fiscal Period 2011-2014 included:

- amendment of the IFCN Statutes (2010): the main changes included (1) four geographical areas in place of the previous system of two, (2) new composition of General Assembly (GA) (from the previous 'two to four representatives per society' to 'one to three per society' depending on the number of dues-paying members), and (3) adoption of written instruments for GA approval.
- review of the constitutions of national societies for new membership application to the IFCN: the Cyprus Society constitution was approved by the Rules Committee and the ExCo and then voted on by the member Societies (28 Societies voted unanimously to approve membership of the Cyprus Society)
- amendment of ICNS statutes/bylaws: The Rules Committee and subsequently the IFCN ExCo approved changes to the statutes/bylaws. The main changes were (1) All the statements about the ICNS Council and the related matters were removed because there is no Council in the ICNS, (2) Article III: Members from countries with national societies can join ICNS if the reasons given by the national society are approved by the IFCN ExCo, (3) Article IV: President of ICNS can be selected either from the ICNS members or IFCN ExCo officers, and (4) Article VII: Delegate of ICNS to the IFCN General Assembly is selected from the ICNS members and has 1 vote in the IFCN GA and may nominate candidates and vote in the election of IFCN ExCo officers.
- amendment of NA Chapter bylaws: The Rules Committee and the IFCN reviewed and approved these changes.
- eligibility of IFCN ExCo members to vote in the IFCN election: The Rules Committee and the IFCN lawyer (Rod Kirkham) agreed that ExCo members can vote in the GA, but not in the IFCN ExCo member election

- amendment of IFCN Statutes regarding the change of the ExCo composition (2014): After review from the Rules Committee, the IFCN ExCo and the IFCN lawyer Rod Kirkham, a final draft of these changes was agreed upon. The main changes (to be voted upon at the upcoming General Assembly) are (1) Article 3 (Chapters) was newly made to state the names of the current four Chapters, how the ExCo of each Chapter shall be elected, and how its representative to the IFCN ExCo is appointed, (2) Articles 6.1, 6.3: Composition of IFCN ExCo was changed to include the four Chapter representatives as “appointed” members in place of the current two Members-at-Large, and (3) Article 6.6-c: The four Chapter representatives (preferably their Chair/President or a member of their ExCo) are suggested by the Chapter and appointed by the IFCN ExCo, and ratified by the IFCN General Assembly.

Report of the Education and Fundraising Committees (PR): There were a number of valuable suggestions for the Education Committee from the survey done of IFCN Societies (including basic education in a number of countries), and they will be referred to the “new” ExCo. The Fundraising Committee did not implement fundraising suggestions because they did not want to compete with fundraising for the ICCN. KU also noted the increasing difficulty of raising sponsorship dollars.

Website Report (DC): The number of hits to the IFCN website is increasing every month. Moving forward plans for the website will be added to the “new” ExCo agenda.

IFCN Scholarship: After two rounds of voting, the IFCN Scholarship winners are Meron Awraris Gebrewold (Ethiopia), Dragos Mihai Maliia (Romania), and Winnugroho Wiratman (Indonesia).

Meeting adjourned at 15:30.