



## IFCN EXCO MEETING MINUTES – Berlin, March 23, 2014, 1400-1800

Present: David Burke (DB), Liying Cui (LY), Kaz Ugawa (KU), Renato Verdugo (RV), Mark Hallett (MH), Reinhard Dengler (RD), Paolo Rossini (PR), Stephanie Stevenson (SS) Secretariat Office

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**Upcoming Meetings (MH):** The ExCo is planning the following meetings:

- 2014 (Fall) – Asia, possibly Thailand
- 2015 – Cartagena and Brno
- 2016 – Bangalore plus a meeting somewhere on the African continent
- 2017 – Washington DC to include the OCIC meeting, and the Chapter meeting in Europe
- 2018 – ICCN 2018

In relation to 2016, the ExCo would like to make contact with clinical neurophysiologists in South Africa, although past efforts have not been fruitful. Suggestions included contacting companies that sell products there, and asking the WFN for contacts. The ExCo plans to meet where they can make an impact; suggestions included Egypt, Morocco, Dubai and Saudi Arabia.

### Action Item

- KU and LC will follow up on possible locations/times for a fall 2014 meeting in October or November

**Organizational Planning (MH):** PR is now Chair of the Rules and Election Committees.

### Action Item

- KU and SS will write to members of all Committees (Fundraising, Education, Rules and Election) to inform them that with the new ExCo, their terms have expired; they will be thanked for their service and advised that they may be called upon again as these Committees are re-constituted.

RV has been appointed the Liaison for the Latin America Chapter, KU the Liaison for the Asia Oceania Chapter, MH the Liaison for the North America Chapter, and PR the Liaison for the European Chapter. RV has been appointed the President of the ICNS, RD is the Treasurer, and KU is the Secretary; the delegate from the ICNS is Dr. Dilip Thakur (as elected at the ICNS meeting in Berlin).

**Review of the Vision Statement for the Last ExCo (PR):** PR noted the accomplishments of the last vision paper; the introduction of Chapter representatives into the ExCo, launching of activities in China and India, creation of the Fundraising and Education Committees, and redesign of the IFCN website (which can be used for fundraising and education). MH asked LC to take on responsibility for the website. The website should be more interactive with links to other scientific societies, and include educational materials including links such as to the AANEM educational materials.

**Review of ICCN2014:** There were 3000 participants without counting exhibitors; this is the largest ICCN ever. Suggestions for the next ICCN included finishing earlier in the day, continuing to attract young people, and maintaining the number of awards from the IFCN. Looking ahead to the ICCN 2018, Marc

Nuwer will be the convener, and the OCIC will be comprised of (re IFCN Statute 7.2) the IFCN President, Past President, Secretary, Treasurer, Editor-in-Chief, and four appointees of the ACNS.

**Treasurer's Report (RD):** RD is projecting a budget deficit in 2014 of approximately \$76,000 US.

The ACNS contract for the ICCN2018 should be negotiated and signed without delay. Current practice is to provide a \$200,000 loan from the IFCN which requires maintenance of IFCN standards, and repayment by way of the return of 50% of profits until the \$200,000 is repaid. KU asked if the IFCN could run the congress themselves; and PR noted there is a proposal tabled on different models of running the ICCN.

**IFCN Archival Material:** RD will shortly receive historical materials from Carl Luecking. Marc Nuwer also has historical materials. It is important that materials of importance be archived.

**Update of Editorial Affairs (DB):** The open access articles included in CLINPH will begin soon. This open access option will be publicized by Elsevier and posted to the IFCN website.

The term of the Editor-in-Chief ends in 2015. The appointment is done by ExCo.

The handbook series was discussed; there are two acquisition editors, one of whom has completely retired (Jasper R. Daube) and the other is taking a year sabbatical (Francois Mauguere).

**Sponsored Subscriptions:** These subscriptions have been shut down since end of 2013, and not restarted for 2014. They are on line subscriptions for those in under-developed/developing nations. This subscription could also be offered for strategic countries as well, e.g. China. Strategic pricing could include a low price for the first year.

#### **Chapter Activities:**

*Latin America Chapter* – RV reported that the Cartagena Congress is proceeding well and \$20,000 of the IFCN support will be assigned to that congress. The Cartagena meeting will incorporate ExCo members as speakers.

There is an intraoperative monitoring interest group in the Chapter that has a meeting regularly, but with the ISIN congress in Rio de Janeiro, they are discussing rescheduling of that meeting. The Chapter will follow up on the letter from the clinical neurophysiologist in Paraguay.

RV suggests that the ExCo provide 1 teaching course (3 hours directed to young neurologists) and 1 symposium (1.5 hours) at the WFN meeting (October 31-November 5, 2015) and these will be integrated into main program.

*European Chapter* – PR reports that arrangements for the Brno meeting are proceeding. Elections for the Chapter will be held at the end of this year. The Chapter is working on large database and guideline projects.

*Asia-Oceania Chapter* - KU reports that plans for the 2016 congress in India are proceeding. Some of the national Societies in the Chapter would like the IFCN to support education in their Society by sending a specialist teacher to a national Society meeting (similar to the Visiting Professor Program run by the

Movement Disorder Society). This kind of teaching was also requested in the education survey. Hong Kong is interested in becoming a member Society of the IFCN.

*North America Chapter* – MH reported the Chapter meeting included a long discussion of the bidding process for the ICCN 2018 and a discussion of a consistent representative of the Chapter for the four year term on the ExCo (to start in 2018).

**ISIN Meeting Update:** PR reported that the ISIN will request to become an affiliate of the IFCN (and the ExCo noted there is nothing to prohibit this in the statutes). There are a number of possible collaborations including education.

**Educational Committee:** MH noted that more hands on educational activities are being requested. The website will also accumulate more educational materials. It was decided to delay reconstitution of the Education Committee.

**Fundraising Committee:** The Committee put together a form to send to companies to solicit funding. KU noted that this will be difficult as pharma is mainly focused on specific disorders. The purpose of this Committee is to raise funds for the IFCN through such vehicles as website advertisement. Further discussion of fundraising by ExCo is needed, and the Fundraising Committee will not be reconstituted at this time.

Meeting Adjourned at 1810.