



**MINUTES, IFCN EXCO MEETING: BANGALORE, INDIA  
NOVEMBER 10 & 11, 2017**

PRESENT: Drs. Mark Hallett (MH), Reinhard Dengler (RD), Liying Cui (LC), David Burke (DB), Kaz Ugawa (KU), Renato Verdugo (RV), Paolo Rossini (PR), Ulf Ziemann (UZ) and Stephanie Stevenson (IFCN Secretariat) (SS)

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**Welcome and Discussion of Agenda**

MH welcomed the ExCo members to the meeting, noting the long agenda and limited time to complete all items.

**Approval of Minutes of Prior Meeting (February 9, 2017)**

Approved unanimously.

**President's Report**

MH noted it has been very busy between the last meeting and the current one, including constant contact with Aatif Husain and Megan Hille in regard to the ICCN 2018. There has been a lot of correspondence with Dr. Veerendrakumar in regard to the AOCCN meeting. Additionally he has been working on revisions of the Bylaws and Statutes.

MH has also been dealing with various society liaisons with the IFCN, and with Peter Bakker (PB) on journal issues. The IFCN Facebook account is doing very well, and the last post of African scholarship winner (Cairo) has 15,700+ hits, generating interest through Africa.

**IFCN Statute and Bylaw Changes Including Consideration of Number of Votes per Society**

This process started with changes to Canadian law and also includes internal change requirements such as the new journal and the need to be able to make changes to the Statutes and Bylaws more quickly than every four years (in the future the IFCN will be able to hold a special meeting at any time with proper notice). It has been suggested by the IFCN lawyer Rod Kirkham (RK) that all changes be presented to the General Assembly for voting as one package. If any of the delegates wants to separate out a particular item for voting, this is possible.

## Bylaws

1.1.1: This clause will be amended to allow a third society in the same country. The suggestion from RK is to delete the last sentence and change the penultimate sentence to:

*If this should prove impossible the Federation may accept the application from the other society, provided that its main sphere of interest differs from that of the other society or societies existing in the country of concern.*

After some discussion on the meaning and impact of “main sphere of interest”, the ExCo decided to delete “main sphere of”, changing the clause to:

*If this should prove impossible the Federation may accept the application from the other society, provided that its ~~main sphere of~~ interest differs from that of the other society or societies existing in the country of concern.*

The ExCo also discussed the current “veto policy” of allowing a first society to veto the membership of a second society from the same country. UZ raised the question of how this veto would work when there are two societies in a county and a third tries to join.

Section 1.4: The next change will be to remove Section 1.4 (which deals with Special Commissions) and renumber sections from that point on.

Section 2.2.2: The ExCo agreed to drop the requirement to publish the report of the General Assembly in CLINPH and instead publish the report on the IFCN website (ifcn.info).

Section 2.5.d: The ExCo agreed to delete this sentence as the official language of the IFCN will be changed to English (only).

Section 3.1: Current wording is...*Fiscally responsible organizations shall be presented with accounting reports and budget estimates at least twice each year through the time of the Congress.* For the sake of clarity, the new wording suggested is:

*Fiscally responsible organizations shall be presented with accounting reports and budget estimates at least twice each year from the time of the organization of the OCIC until the final budget reporting after the Congress.*

Section 3.4.1: The IFCN is currently sponsoring meetings that do not require the President of the ExCo (or his/her delegate from the ExCo) to be the Chairman of the Organizing Committee. The ExCo agreed to delete this sentence from Section 3.4.1: *The President of the Federation shall be the Chairman of the Organizing Committees of*

*such meetings, but may delegate authority to organize a meeting to two members of the Executive Committee with the cooperation of the host society.*

Section 4: This section needs to be rewritten, taking into account the two journals. Here are the revisions:

#### 4. JOURNALS

*4.1 (Statutes 5.6 (b)) The Executive Committee appoints Editors for each of the Society's two journals, assigns to them their functions, and defines their relationships.*

*4.2 The Executive Committee advises the Editors-in-Chief on matters of general policy and arbitrates on matters referred to it by the Editors-in-Chief, but leaves the day to day conduct of, and responsibility for the Journal entirely to the Editors-in-Chief, in conjunction with the publishers.*

*4.3 The Editorial Staffs may consist of one or several Associate Editors*

*4.4 The contracts for the publication of the Journals are made between the Executive Committee, acting for the Federation, and the publisher.*

#### *Statutes*

The ExCo reviewed comments made by MH in regard to the statutes.

Section 1.3. (f): This section deals with “companion societies”. The ExCo agreed they were not in favour of the word “companion” and would seek further direction from the IFCN lawyer in this regard.

Section 7.1: This section deals with the number of votes per Society. Currently the ratio is:

1-99 members - 0 additional representatives

100-399 - 1 additional representative

400 or more - 2 additional representatives

Part of the concern in regard to this ratio is related to the possibility of having 2 or even 3 societies in one (small) country – would each of those societies have 1 vote? After some discussion in regard to how the number of votes could be perceived by various societies, it was agreed to make this change:

10-29 members – 0 additional representatives

30-99 members – 1 additional representative

100- 399 members – 2 additional representatives

400 or more members – 3 additional representatives

Section 7.8: This section deals with absentee voting. A non-attending society can submit an absentee voting form to the General Assembly and a member of the ExCo can vote using this form. This applies to motions that are known to be coming to the floor (pre-announced), as well as amendments to those motions, but does not apply to motions that arise from the floor without any notice. Societies would indicate on the absentee ballot how they wished to vote on particular issues.

The ExCo decided to make the following change in this wording (to remove the idea of designating a specific ExCo member to vote in this proxy situation):

*The Absentee Voting Form shall provide for the appointment of a designated member of the Executive Committee as proxy on any amendment in respect of a matter to be voted on that is properly made at the meeting of the General Assembly to which the Absentee Voting Form relates.*

### **Secretary Report Including Update on Society Applications and Chapter Bylaws**

Georgia (two applications in process): At this time the constitution of the Georgian Neuromuscular Disorders and EMG Society (27 members) has been accepted by the Rules Committee and is ready to vote on at the GA. Subsequently, the constitution of a second society, the Georgian Society of Neuromuscular and Electrodiagnostic Medicine, was received and has been reviewed by the Rules Committee and sent back to the Society for changes. The second society has been in existence for 60 years (and is said to have 60 members, 15 of whom are active), while the first society is relatively new. Despite repeated efforts and encouragement, the two societies have refused to merge. As it stands now, both Societies could get voted into the IFCN at the next GA. However, if the second society does not improve their constitution in time for the GA, if the first society gets admitted, then it could block their admittance (although this block would be subject to an appeal to the ExCo). Currently there is no mention of the veto policy in the Statutes and Bylaws.

DB proposed that in order for acceptance of both societies to the IFCN, that they be required to form a structure with two “sections”, i.e. the two societies. Each section would have a suitable constitution, and both would advise the ExCo on a mechanism of their choice which would allow them to cast their votes (likely 2 votes) and choose 1 delegate to represent both “sections”.

Chapter financial and annual reports are due at the end of 2017. Chapter bylaws for the North American, European and Asia Oceanian Chapters have been reviewed by the Rules Committee and accepted by them. The Chapter bylaws for the Latin American Chapter are in process.

## **Financial Report including Provisional Budget for 2018**

RD reported on the provisional budget for 2017, the actual revenue and expenses for 2017, and the provisional budget for 2018 – as well as the IFCN assets. The provisional budget for 2017 forecast a small loss, but currently there is a surplus of \$122,903, due mainly to unexpectedly high Elsevier revenue caused by an improvement of the conditions of the contract with Elsevier and a favourable exchange rate between USD and Euro. Aatif Husain (the incoming Treasurer of the ExCo) and RD will jointly prepare a four year fiscal period budget for presentation at the GA.

The question of the \$1000 fellowship awards for the ICCN 2018 was raised, i.e. whether to pay these awards in US cash (as has been the past practice). Cheques are logistically difficult and bank transfers are very time consuming and often don't work. MH reports the issue is withdrawing a large amount of cash from a bank account in the U.S. Megan at the ACNS is looking into a solution, and RD suggests that we could ask for legal assistance to make this transaction possible.

The ExCo also reviewed the list of dues paying societies. The following societies have not paid dues in the last four years and could be voted out of the IFCN at the General Assembly:

- The Belgian Society of Clinical Neurophysiology
- The Guatemalan Society of Clinical Neurophysiology
- The Jordanian Society of Clinical Neurophysiology
- I.P. Pavlov Russian Physiological Society
- The Slovak Society of Clinical Neurophysiology

Additionally, there is one other society, the Cyprus Clinical Neurophysiology Society, which has been dissolved. This Society still appears on the roster in the Statutes, so needs to be deleted as well.

## **CLINPH Editor-in-Chief Report**

UZ reported that he is missing an associate editor with expertise in sleep and is looking for recommendations. There have been substantial changes to the Editorial Board with members rotating off and new members coming on. The IF is now 3.866 which is quite a jump up from 2015. UZ had identified a potential issue that could affect the IF – publishing the backlog of articles, leading to a large bump up in citable articles published. However, UZ does not expect a big dip in the IF because of this.

There have so far been no applications for the Young Investigator awards for 2017. UZ will continue to promote this, and add the information about the awards to the paper acceptance letters.

Virtual special issues (VSI) is an online-only grouping of single topic articles traditionally assigned to a single Special Issue. This serves to enhance accessibility and visibility of these papers. A VSI, “Transcranial Brain Stimulation”, will collect high-quality original articles, reviews and guidelines that are recently published in *Clinical Neurophysiology*, and also invites authors to submit new manuscripts which report on all aspects of transcranial brain stimulation. The Editor of *Brain Stimulation* (also an Elsevier journal) will be asked to join this issue.

The process of updating and extending the series of IFCN Guidelines published in the EEG Suppl. 52 (1999) “Recommendations for the Practice of Clinical Neurophysiology: Guidelines of the IFCN” (eds. AA Eisen, G Deuschl) has continued. It is coordinated by MH and UZ. The International League against Epilepsy (ILAE) has also started activity to provide EEG-related Guidelines. These Guidelines will appear in the *Epilepsia* (Wiley & Sons, Inc.). Sándor Beniczky is the coordinator. Perhaps IFCN/ILAE joint guidelines could be published in two journals simultaneously. In the meantime, UZ notes a number of IFCN sponsored guidelines have already been published or are in process.

Meeting for November 10 adjourned at 1800.

Meeting for November 11 starts at 1315.

#### **CLINPH Editor-in-Chief Report (cont.)**

There is a continued natural attrition of print subscriptions; the ExCo agreed previously to postpone the complete change from print subscription to e-only for another year or two.

Publication speed for articles is increasing with gains made in submission to acceptance, citable web publication time, and publication.

The IFCN-endorsed consensus paper on EEG markers of neurodegenerative disease (Alzheimer’s disease) is coming along and PR says will be submitted in February. The Status of the IFCN Training Guideline (TMS, tDCS) [Alvaro Pascual-Leone] has not been submitted, and MH is following up with Alvaro Pascual-Leone.

#### **ILAE Relationship: EEG Atlas Committees (Joint IFCN/ILAE Project) and Joint EEG Guidelines**

The EEG Atlas is now a joint project between the IFCN and the ILAE (Sandor Beniczky). The Atlas Committee will start with reviewing 150 EEGs already available from the Niedermeyer textbook. Raw EEG data will be in the Atlas and readers will be able to use different montages to access the data. The plan is not to add new methods of EEG analysis to this system, but in the long run that will happen.

There are also to be six Committees for preparing joint EEG guidelines with ILAE and IFCN members.

### **Clinical Neurophysiology Practice Editor-in-Chief Report**

DB reports that CNP is moving ahead well now, with an increase in pages over last year, and an increase in submissions. There are increased transfers of papers from CLINPH and the rejection rate is increasing. DB notes there are two items that mitigate against submission: the open access fee (which has been kept low for the first year) and that CNP is not yet listed on Medline. CNP is above the minimum number of articles to submit an application to PubMedCentral, but PB advises to wait until a strong case can be built for a successful application (less than 25% of applications are successful). MH congratulated DB on the successful launch of the journal. CNP is getting a lot of hits and downloads.

### **Handbook of Clinical Neurophysiology**

There was a series of handbooks of clinical neurophysiology published under Francois Mauguiere and Jasper Daube; this series is inactive now and a number of these volumes are out of date. PB thinks it not unreasonable to rekindle this series (which might be published online, not printed).

### **Competing Journal Issue – Brain Stimulation and Journal of Clinical Neurophysiology**

MH has discussed with Peter Bakker (PB) from Elsevier the issue of a competing journal (*Brain Stimulation*). MH does not expect financial compensation in regard to this, but suggests the ExCo look for in kind compensation of some type. Mark George, the EiC of *Brain Stimulation*, has advised that they do not intend to establish a separate society.

### **Committee for CNP Data Formatting**

The IFCN initiated such a committee and chose Dr. Jonathan Halford as Chair. MH found out that the OHBM is also working on the same topic. MH has orchestrated a combined effort of the two societies for a common format for neurophysiological data. It turns out that Dr. Halford is also in contact with the ILAE and his “system” is being considered for the EEG Atlas project. There is a session scheduled at the ICCN 2018 in regard to this topic.

### **OHBM Relationship:**

MH advises the OHBM is interested in EEG/MEG data, data formatting, and also databasing for research purposes (rather than clinical). Work has been finalized on MRI and the group is now moving into EEG/MEG. The IFCN has designated Claudio Balboni and Nick Kane to this joint Committee. Jonathan Halford will sit on the EEG/MEG Committee as noted above.

## **ICCN 2018 Report including Discussion of SIGs**

MH reports planning for the ICCN 2018 is coming along well. In regard to the program, the ExCo wants to be sure there is a place for the four Elsevier award winners.

The ExCo agreed to ask Hiroshi Shibasaki to be the Procedural Councilor for the GA.

SIGs are part of program: Non Invasive Brain Stimulation – led by Walter Paulus (this SIG will need a new Chair as Walter will be the new President of the ExCo); Education – led by Jonathan Cole; Ultrasound – led by Francis Walker; and Single Fibre EMG – led by Erik Stålberg. In addition, there will be two SIGs led by the ACNS: Continuous EEG – led by Schmidt, and Interoperative Monitoring – led by de la Maza.

MH advised that he would like a SIG on Brain Stem.

Some ideas for future SIGS were canvassed. It is unlikely these SIGS would meet at the ICCN2018, but could be announced at ICCN and recruit members.

## **Proposals for ICCN 2022: Beijing, Cairo, Melbourne and Geneva**

A decision on the location of the ICCN 2022 will be taken at the ICCN 2018. Each society has 10 minutes to make presentation, and no more than 5 minutes about the country.

The bid from Egypt is from a society that is not yet a member. They will need to be accepted for membership before presenting their bid at the GA.

## **Visiting Professor Program**

There is a visiting professor application from the second Georgian Society. It was agreed to fund this, providing the visiting professor goes to both the first and the second society. RD will be the visiting professor.

## **Sponsored Meetings**

The Low Vision Workshop planning is moving ahead.

The TMS Safety Meeting provided budget documents (totaling 35,000 Euros) and a request for funding of 20,000 Euros. The ExCo agreed to this request.

There is also a request for funding of \$50,000 from DB in regard to new guidelines for the clinical neurophysiological diagnosis of ALS. Participants will be tasked to focus on demonstrating methods for UMN dysfunction in ALS, not on reassessing current Awaji criteria, and including genetic associations. DB advises it is unlikely he could raise much funding from drug companies and instrument manufacturers.

MH noted the focus only on upper motor neuron, and nothing in the proposal re the lower motor neuron. He would hope that there would also be a focus on whether Awaji could be optimized for lower motor neuron diagnosis (e.g., introduce ultrasound). DB says there is much work to do on the upper motor neuron focus, but experts at this meeting can look at updating lower motor neuron criteria. After some discussion DB agreed to extend the focus of the meeting to the lower motor neuron as well.

### **Upcoming ExCo Elections**

Currently there are three nominations for Secretary. Once nominations close on November 15, the Elections Committee will vet the candidates and then correspond with them in regard to their willingness to run. Then voting will begin, with around two months to vote.

Chapter Representatives to the ExCo are proposed by Chapters and ExCo approves, and then ratified by the GA.

### **IFCN Website, Facebook, Twitter**

LC reported on the significant uptick in hits starting in October of 2016 on the IFCN website. It was agreed that this is likely Russian robot hackers.

It was agreed that it would be optimal if all the Chapters used the IFCN logo and then added to it their Chapter logo or name.

Facebook has a higher hit rate from Africa, Egypt and Brazil, and the number of hits per post is increasing. There is a feature in Facebook which allows readers to ask questions, which has brought forward questions about clinical neurophysiology. MH has been answering these and has asked Riccardo to take this on.

The Twitter account is established by MH, and he is looking for someone to take over the account.

SS showed the new webpage design, and UZ impressed upon her the need for speed to get the new webpage up and updated. SS advised that the new site is likely to be up by the beginning of March, 2018 (but she will try for a faster closing time).

### **Chapter Liaison Reports**

#### *European Chapter*

PR reported that the European Chapter is doing well, is very busy, and has around 35 societies. The meeting in Budapest was successful, and the next congress will be in Warsaw, Poland. There is a growing common activity with the European Academy of

Neurology. Walter Paulus and the current Secretary have resigned, so new elections scheduled.

#### *Latin American Chapter*

Elections were just held for the Chapter Executive. Activities include a number of meetings (funded partially by the Chapter). The LAC-IFCN bylaws were updated and approved by electronic ballot in March 2017. The new bylaws were sent to the IFCN Rules Committee for review. The ExCo Representative from the Latin American Chapter will be Dr. Jorge Gutierrez.

#### *Asia-Oceanian Chapter*

KU reported that the AOCCN 2017 meeting has been successful (Bangalore, India). Almost all Chapter funds have gone to this meeting. The ExCo Representative from the Asia-Oceanian Chapter will be the Chapter President, Ryusuke Kakigi.

#### *North American Chapter*

There has been no activity in the Chapter, and funding provided by the IFCN is used for fellowships to the member meetings. The ExCo Representative from the North American Chapter will be Don Sanders.

### **ICNS**

RV reports there have been 2-3 applications for the ICNS this year, and all have been accepted. The ICNS should meet at the ICCN 2018 and select a representative to the GA (who does not have voting rights, but will have the right to speak). Once there is acceptance of the two Georgian “sections” at the GA, all Georgian members of the ICNS will cease to be members of the ICNS and encouraged to join one or both of the “sections”.

### **GA Planning**

The ExCo reviewed the GA draft agenda and made some adjustments.

### **Future Meetings**

European Chapter: Warsaw June 5-8, 2019

Latin American Chapter: Sao Paulo, Oct 2019

Asian Oceanian Chapter: Kuala Lumpur, 2020

Meeting adjourned at 1845.