



MINUTES, IFCN EXCO MEETING: OCTOBER 29, 2016 from 0830 to 1800

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

IFCN ExCo President, Mark Hallett, welcomed the ExCo to Fukushima, and thanked everyone for coming. The JSCN meeting looks to be very successful.

Approval of Minutes from the ExCo Meeting April 29 and 30, 2016. Unanimously approved.

Matters Arising from the Minutes:

Website: The ExCo would like to post teaching videos on the IFCN website. It was agreed that when slides or other materials are posted, all material that is copyrighted should be attributed (or copyrighted figures should not be used).

President's Report: The ExCo has written to Rod Kirkham (RK), the IFCN lawyer, in regard to a number of suggested statute changes.

In regard to the status of Chapters, it is RK's opinion (noted previously) that Chapters are Committees of the IFCN. RK suggests the ExCo require from each Chapter a formal yearly report of activities and of finances, and the ExCo agreed. The IFCN Statutes already require the ExCo to approve the operating structure (statutes) of each Chapter.

In his follow up opinion (dated October 24, 2016), RK notes that "Chapters should be distinguished from Committees and the requirement that a Chapter's by-laws must be approved by the Executive Committee allows the Executive Committee to impose the requirement in such by-laws that the Chapter submit an annual report of its activities and finances to the Executive Committee. I agree that the words "which in principle represent a worldwide organization" can be deleted."

The ExCo discussed this matter and decided to ask RK for new wording for this section.

On the topic of bylaw (and statute changes), RK noted “The Statutes, as currently drafted, provide that amendments to the Operational By-laws require a 50% plus one vote approval by the General Assembly to be effective.” The ExCo would prefer that the IFCN has the possibility to make changes to bylaws and statutes on a yearly basis (i.e. not wait until the once every four years General Assembly) at the AGM or at another time as defined by the ExCo. On the matter of the number of votes to pass a change, the ExCo suggests 75% affirmative for statutes, and 50% + 1 for the bylaws.

In regard to Section 9.5(a), the Business of Annual Meetings, it is noted that the AGM can be used to “ratify the appointment of Chapter Representatives as directors and members of the Executive Committee”. The reason for this Section is so that Chapters aren’t bound to appoint the same Chapter Representative for each of four years in the fiscal period.

Secretary’s Report: KU reported there has been no recent correspondence from the potential Morocco society since suggested changes to their bylaws were sent to them.

Georgia has a CNP society that recently applied to be a member and SS has sent them copies of bylaws for other societies to assist them in designing theirs. There are 12 ICNS members from Georgia, but none of them are apparently involved in this new Society. The new Society is EMG oriented and does not cover the whole range of clinical neurophysiology. While it is possible for a country to have both a Society and members who not qualify for that Society remain in the ICNS (Bylaws, Article III), the ExCo agrees that they should favour full societies if at all possible.

It has been awhile since we have heard from the South African Society; again, suggested bylaw changes have been sent to them and no response since then.

Treasurer’s Report: RD circulated the financial statement as of October, 2016 and noted no financial issues.

The list of societies which have not paid dues for 2016 (and previously) was reviewed. RD is following up with Bulgaria and MH has followed up with Belgium (although it appears unlikely this society will re-constitute). RV has followed up with Peru and Guatemala. Jordan and the Slovak Republic have not paid, and while Russia recently inquired as to what dues were owed, no payment has been received as yet.

Report by the Editor-in-Chief, CLINPH: UZ reported that the journal impact factor is 3.426. The aim and scope of the journal has changed slightly. The Young Investigator paper awards have been announced, criteria defined, and the ExCo will have formal official approval. CLINPH is now a member of the NPRC although there have so far been no review exchanges (authors have been made aware of this membership). The Editor’s Choice feature has begun. Peter Bakker (PB) of Elsevier

suggested not moving completely to e-publication immediately, and the ExCo agreed. Both journals (CLINPH and CNP) will be moving to EVISE. This should be a synchronized move as there is an ATS between the two journals. Publication speed has increased because of articles based publishing. The drop rate for papers is approximately 40%.

In terms of guidelines, this year they focus on EEG, with four of the six topics on track for completion. For invasive EEG, a decision was made to write a critical review instead of provide new guidelines. PR suggested there is a need for consensus in regard to EEG software; perhaps a meeting could be sponsored by the IFCN and manufacturers invited to attend. There are also guidelines being written for IFCN training for non-invasive brain stimulation guideline; a committee has been formed and some documents have come forward.

PB suggested increasing the price of open access articles, to be more in line with similar journals. The ExCo would prefer to keep the price the same.

Report by the Editor-in-Chief, CNP: DB asked for the support of ExCo to extend the terms of the Editorial Board members because of the slow start of the journal; this was agreed. Some articles are beginning to be transferred from CLINPH, and 43 articles have been submitted.

Immediate Publishing with Post Publication Peer Review: There are two new trends in article publishing. One is that some journals publish immediately and seek peer review afterwards. A second trend is putting a paper into a prepublication archive simultaneously with submission for proper peer review publishing; one such prepublication archive is BioArchives. A number of journals, even high impact ones, have decided that publication in such an archive does not prevent peer review and subsequent publication in their journal. The ExCo agreed not to move forward on these ideas. The ExCo also agreed that prior publication in BioArchives or similar archives would not exempt an article from publication in either CLINPH or CNP.

Sponsored Subscriptions: These subscriptions now number 7, and the cost of these subscriptions is \$2000. A decision was made to inform the recipients of the end of the program as of the end of 2016, and if the ExCo receives a request for an extension, that could be considered on an individual basis (and would depend on the recipient sharing the access). Both journals are also available on HINARI, either for free, or for a reduced price. PR suggested the journal subscriptions could also be donated to medical schools in countries that are not on the HINARI list.

Development of Interest Groups: The ExCo has discussed the possibility of interest groups, for example, on brain stimulation, as a way to get people together around a common topic and keep that activity within the IFCN. MH has approached Walter

Paulus (WP) in this regard, and the IFCN supported WP's Gottingen meeting. WP has now approached the organizers of the ICCN 2018, asking to do a brain stimulation meeting there.

Another interest group could be intraoperative monitoring. For example, RV reports that an intraoperative monitoring interest group is operating in the LA Chapter and is part of its bylaws. DB suggested threshold tracking as another interest group. KU suggested neuro ultrasound.

ICCN 2018 Report: MH put forward for discussion two reports from the ICCN 2018 organizers, one on the scientific program and the other on the social program. There is an open call for session suggestions.

There will be six honorary lectures, three of them suggested by the IFCN (Berger, Adrian, and Kugelerg).

OCIC Meeting Planning for February 2017: From the ExCo, the President, Past President, Secretary, Treasurer, and the Editor-in-Chief are on the OCIC. This Committee will meet after the Phoenix meeting in Washington DC.

Visiting Professor Program: RD reported on his trip to Egypt (Cairo and Alexandria, two different societies and meetings), as well as to the WFN training centre in Cairo. The WFN is pleased with the IFCN African Scholarship program and agreed the amount of the scholarship (\$12,500US) is sufficient. PR attended a meeting in Santiago organized by the Chilean Society and gave a series of lectures followed by a morning of discussion of some clinical cases. There was good feedback from the attendees.

An application for a visiting professor has been received from the Taiwan Society, who have asked that KU attend in May 2017. The ExCo agreed.

WFN Training Centres: Dakar has been named the third WFN training centre in Africa (the first was Rabat in Morocco and the second is in Cairo). The training in Cairo will be in English and the training in both Rabat and Dakar will be in French. A fourth centre will be established in South Africa. Candidates are very interested in learning clinical neurophysiology.

African Scholarships: Applications for these scholarships took quite a while to come in, so the deadline was extended, further advertising undertaken, and four applications have now been received. The winners of these scholarships are: Biniyam Alemayehu Ayele (training in Cairo) and Yohannes Debebe Gelan (training in Rabat) (both from Ethiopia).

Number of Votes Per Society: KU presented a number of vote scenarios based on the latest list of dues paid (i.e. number of members), and recommended no change. However, there remains the issue of the number of votes per Society in the case in which a country has more than one society, complicated by the possibility that both societies are small. PR suggested in the case where there is more than one society in a country and the number of members in the combined societies is 99 or less, than those societies would be entitled to only a partial vote each (i.e. in the case of two societies like this, each society would have ½ of a vote). All agree. This would require a statute change, so could not go into effect until after the General Assembly in 2018.

Additionally, the ExCo agreed to a slightly revised formula for number of votes per member (called the Reinhard Version Modified):

10-99 members, no additional votes
100-499 members, 1 additional vote
500-999 members, 2 additional votes
1000-1999 members, 3 additional votes
2000-3999 members, 4 additional votes
4000 or higher number of members, 5 additional votes

ExCo Elections: These will begin in the spring of 2017. There is a potential for four cycles, two cycles for President and Treasurer, and two for Secretary. Each cycle will last a maximum of three months.

Each of the Chapters will need to come up with a process to decide on their Chapter Representative, and this process needs to be approved by the ExCo. The ExCo (through the Rules Committee) also has to review and approve the Chapter constitutions, and the constitution needs to include a process of selecting the Chapter Representative as well as to provide the ExCo with a financial and annual report.

Website: LC presented the year to year website report, which shows some uptick in usage. The website is particularly important for Chinese physicians who do not have access to Facebook, so photos of meetings would be welcome. MH asked that more educational material be posted to the website, such as lectures delivered by ExCo members at various meetings.

Rules Committee Report: PR noted that he will get the Chapters' annual reports, fiscal report, constitution and their process for selecting their delegate. It will be important to obtain advice from RK in regard to the structure of Chapters within the IFCN.

Chapter Liaison Reports:

European Chapter: PR noted that planning is well underway for the Budapest Congress at the end of August 2017. The Chapter is working on a European Curriculum for clinical neurophysiology with certification to be provided by the Chapter. The Chapter has joined the European Brain Council, a lobbying organization.

Asia Oceania Chapter: KU reported the President of the Chapter is following up with Dr. Veerendrakumar re the status of the Bangalore meeting.

Latin America Chapter: RV noted there has not been a lot of activity since the meeting of the Interoperative Monitoring Society in April/May. Elections have been held but there were no nominations for the member at large position. They expect to have an Executive Committee meeting in the near future. Taxes for entry and exit of funds in regard to Brazil have now been resolved, so the Chapter can receive funds. The next Chapter meeting will be in Vitoria, Brazil in 2019.

North America Chapter: MH reported the Chapter is using the IFCN funds for scholarships and fellowships to their meetings (the ACNS and the AANEM). The Canadian Society has not spent their funds.

Update on Human Brain Connectome: PR reported meeting organization is moving forward, the program is settled, ExCo members are involved and there are already registrations (the number of registrations is limited). The outcome of this meeting could be a significant review of the topic, rather than individual reviews. PR suggests (and UZ agrees) that there be two main papers, one methodological and one more clinically oriented. Ideally both papers could be published together. There will be one paper coming out of Gottingen meeting to CLINPH, so there may be somewhat of an overlap.

ICNS Report: RV noted there have been no recent new members, and 40 paid members. The Society is serving its purpose.

Adjourn.



Dr. Mark Hallett, President, ExCo



Dr. Yoshikazu Ugawa, Secretary, ExCo