

**Minutes**  
**Board meeting 18**  
**BioEM**

**May 23, 2023**  
6 pm – 8 pm (CET)

**In attendance:**

Online:

Luc Martens (LM)  
Florence Poulletier (FPoulletier)  
Niels Kuster (NK)  
Olga Zeni (OZ)  
Rich Nuccitelli (RN)  
Frank Prato (FPrato)  
Wout Joseph (WJ) (subsequently joined)  
Azadeh Peyman (AP)  
Lucas Portelli (LP)

Excused for not being present:

Bennett Ibey (BI)  
Anke Huss (AH)

Melanie De Coster (MD) present for making notes.

**1. Adoption of agenda**

Agenda was adopted.

**2. Minutes of the 17<sup>th</sup> board meeting: approval**

Comments on item 6 by NK: the discussion has not been correctly reported.

Change 6.b

6.b Decision: budget not spent on administrative support can be used for travel support. So for BioEM2023, TS to send the invoice including the costs of the ticket and flight to NK, AP, and MD.

to

6.b Budget (15000 Euro from Wiley, 25000 Euro from BioEM). TS has to send an invoice for the service but TS has no administrative support yet.

Change 6.c.III







6.c.III NK: post-doctoral researcher from IT'IS could provide some help.

to

6.c.III NK: post-doctoral researcher from TS could provide some help and could be invoiced to BioEM.

- Modifications added in attachment. The new version v2 has been approved by RN, and NK has seconded the approval.

### 3. Overview of the actions of Meetings #17

1. Item 4.2: Call will be finalized by AP and forwarded to TS by the end of the week .
2. Item 4.3: Design of the leaflets to be created by TS for both calls: LM will remind TS about design leaflet.
3. Item 4.3: Design of the leaflets to be forwarded to AP, she will print locally.
4. Item 5.5: AH: will contact Roel Vermeulen (exposome talk) and try to have an answer in 10 days .
5. Item 5.5: Change online version of program: MD .
6. Item 9.1: LM -> reminder to Micaela about history society .
7. Item 9.1 
  - a. MD
    - i. Add Explanation d'Arsonval award:
    - ii. Add Student awards: MD.
    - iii. Add STM winners with pictures and titles as news.
8. Item 9.2: OZ to present new STM grant at BioEM2023. See discussion in this meeting under 6.
9. Item 9.2: Fpoulletier to create a new award and make a proposal by the next board meeting .

### 4. BioEM 2023: Update

1. Registrations: A total of 258 registrations were received, with the following breakdown: • 75 members (29%) • 105 non-members (40%) • 65 students (25%) • 7 attendees for one day • 6 waived registrations
2. Anonymous Sponsor: The LOC has received 5000 pounds from a sponsor who wished to remain anonymous; however, the name of the donor is shared in the meeting.
3. Venues: All necessary arrangements have been made, and everything is ready. The budget allocated for the venues is set at 300 delegates.
4. Program: The program is almost finalized, except for the summary. Full abstract book can be available for paying attendees with password protection. It will be investigated by MD and AP if this can be implemented in the website.
5. Balance: The financial balance is currently in good standing.
6. Cash payments for speakers and students: NK will design a thank-you card and bring cash for the awards to the meeting.

### 5. General Assembly

1. Agenda: Please refer to the attached file for the detailed agenda.
  - a. One important point to note is the upcoming elections. It has been decided that the current board members will stay in the board until the General Assembly meeting at BioEM2024 to allow covering the next election process. This decision requires approval from the General Assembly.
  - b. The elections will take place in the beginning of 2024. The Nominating Committee needs to be formed, consisting of the president and three board members who cannot be re-elected. The decision on which three out of the four members, NK, OZ, BI and LP, will be decided at the next board meeting when BI is present. AP will be the election officer (responsible for organizing the elections based on the names provided by the Nominating Committee). AP will present the election procedure during the General Assembly meeting

and issue the corresponding call for nominations. The list of nominations will be sent to the Nominating Committee, and they will decide who will be nominated for the election.

2. Items to be voted on during GA:
  - a. Financial budget
  - b. Extension of the mandate of the board until BioEM2024 (June 2024)
  - c. Voting on the audit report
3. It is important to note that there will be no online participation for the voting process.
- 6. Awards committee (see slides attached)**
  1. Student awards
    - a. OZ has agreed to assist with the reviews.
  2. Pilla Award
    - a. Judges are assigned.
    - b. Comment NK: One co-worker is competing. FPoullietier's answer: NK can sustain from judging.
    - c. There are 9 candidates for the Pilla Award.
    - d. FPoullietier will check if the candidates are not presenting in parallel sessions.
  3. Proposal for a special award:
    - a. Should be distinct from the other awards: The Pilla Award is given for the best presentation by young scientists at the meeting, D'Arsonval award is a career award.
    - b. The Excellence in Bioelectromagnetics Award.
    - c. NK proposed extending the eligibility period from 5 to 10 years after Ph.D.
  4. Proposal: The society will provide three awards: The Excellence in Bioelectromagnetics Award (\$5,000) + D'Arsonval (\$10,000) as a society award + Pilla Award (meeting award). Final details to be decided during first board meeting in Oxford.
    - a. AP will send the procedure/bylaws for d'Arsonval award to FPoullietier.
    - b. Should RN and NK, former winners, be invited to the committee? (to be decided during next board meeting)
    - c. The awards should not be given every year, only when at least one nomination is fulfilling the high-quality requirements.
  5. STM grant
    - a. Proposal of call (see word doc attached): suggestion to have 1 call to avoid repetitions in communications and to streamline the process, as the requirements will be the same.
    - b. Suggestion by NK: better to have 2 separate calls to clearly distinguish the targeted countries:
      - i. 2 calls on the website (approved).
      - ii. 2 messages to BioEM members (approved).
      - iii. OZ will present this at BioEM 2023.
    - c. Contacted Sarah Loughran from Arpanza to explore co-funding possibilities.
    - d. Poster idea suggested by NK to showcase the STM during BioEM 2023:
      - i. Design by OZ and MD
        1. Include a quotation of two previous winners.
        2. Budget increased.
        3. Calls will run in parallel.
        4. FP's suggestion: Can the poster include the names of the students who won the awards, for reuse (changing only the recipients)? Yes,
    - e. Testimonials on the website and at the conference
      1. The names of the recipients are already on the website.
      2. OZ will collect and align with MD to put on the website (students' stories, not reports).
      3. Refer to the poster and testimonials.
      4. summary report by two previous winners at the opening or closing ceremony of BioEM 2023: presentation to be discussed at the board meeting on Sunday 18<sup>th</sup> June in Oxford.

## **7. Finance**

1. No Update

## **8. Review of decision list and actions list**

1. Item 3.2: LM will remind TS about design leaflet.
2. Item 5.1: AP to present the election procedure during the General Assembly meeting and issue the corresponding call for nominations.
3. Item 6.3: FPoullétier will check if the candidates for Pilla are not in parallel sessions.
4. Item 6.5: AP will send the procedure/bylaws for d'Arsonval award to FPoullétier
5. Item 6.6.d: Poster design for BioEM 2023 advertising BioEM STM grant by OZ and MD
6. Item 6.6.d: OZ to present the STM poster at BioEM2023
7. Item 6.6.e: Extend the website.

## **9. AOB and Adjourn**

1. It has been decided that all students that register for the conference should be members of the society. To be eligible for the student rate and participation in the competition, students must be members of the society.
2. An email will be sent to every student, kindly asking them to consider becoming a member in order to avail the student rate. This email will be coordinated by AP and MD. It is important to note that students are not obligated to become members, but rather encouraged.

### **Next meetings:**

**May 18, 12:00 – 16:00 UK time, at BioEM2023 in Oxford**

## **TO BioEM MEMBERS**

### **Call for Short Term Mission of Students or Early Stage Researchers**

Dear BioEM members,

After the success of the first open call for Short Term Mission (STM), within the BioEM students support program, which allowed individual mobility of both students and ESR from/to recognized laboratories worldwide, the BioEM Society is glad to announce the second open call for STM.

Two calls are framed inside the Grant-Period **1 October 2023 – 30 September 2024**, which address applicants from/to high income countries, and applicants from/to low and middle income countries, with the following application schedules:

<b>High income countries</b>		<b>Low and middle income countries</b>	
Open date	<b>1 October 2023</b>	Open date	<b>1 December 2023</b>
Application deadline	<b>30 October 2023</b>	Application deadline	<b>30 December 2023</b>
Notification of results	<b>30 November 2023</b>	Notification of results	<b>30 January 2024</b>

Please, consult the call and the application procedure on the BioEM website (<https://www.bioem.org/>), and proceed with the application, if you are interested.

All the best,  
Olga Zeni

Education Committee Chair BioEM Society

## **FOR THE BioEM WEBSITE**

### **OPEN CALLS FOR SHORT TERM MISSION**

#### **STM – Grant Period 1 October 2023 – 30 September 2024**

BioEM Society intends to support individual mobility of students or early stage researchers (ESR) among the different research groups worldwide. ESR should not be more than 5 years beyond their PhD.

The recipients of the grant will learn new techniques and specific procedures, gain access to specific data, instruments and/or methodologies not available in their own laboratories.

Two calls are framed inside the Grant-Period. A call addresses applicants from/to high income countries, while the other addresses applicants from/to low and middle income countries, with the following application schedules:

High income countries		Low and middle income countries	
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The period of STM is framed inside the Grant-Period.

The duration of the STM should be at least 14 days, preferable 1 month. Longer periods are also allowed if the STM grant will be combined with other funding sources.

**The recipients of the grant will receive € 2.500**

## Application Procedure

STM Candidates must submit their Application Form and the Supporting Documents to the BioEM Education Committee ([education@bioem.org](mailto:education@bioem.org)) for the evaluation. The Application Form will include the STM project with motivation and work-plan ([download Application Form](#)).

Supporting Documents are:

- A detailed curriculum vitae of the Candidates which includes the list of scientific publications ([download CV template](#))
- A letter of acceptance from the Supervisor of the Candidates at their Institution (Home Institution) ([download letter template](#))
- A letter of acceptance from the Supervisor of the Candidates at the Host Institution ([download letter template](#))
- A scientific report at the end of the STM period, which includes the description of the main results, planned publications and possible future collaboration with the host laboratory ([download Scientific Report template](#)).

## Selection procedure

The Education Committee will evaluate the applications, and the selection process will be based on the following main criteria:

- 1) The profile of the Applicant, her/his scientific achievements taking into account her/his carrier stage;
- 2) The quality, the importance and the clarity of the proposed STM project;
- 3) The choice of the host laboratory that the candidate must justify;

## **File attachments**

- [STM\\_Application\\_Form](#)
- [STM\\_CV Template](#)
- [STM\\_Template of Acceptance from Home Institution](#)
- [STM\\_Template of Acceptance from Host Institution](#)
- [STM\\_Report Template](#)

# AWARDS COMMITTEE

ANKE HUSS

WOUT JOSEPH

BENNETT IBEY

FLORENCE POULLETIER DE GANNES





OXFORD

## STUDENT AND PILLA AWARDS

- 57 students
  - 22 Flash posters + Posters
  - 35 Orals
- 6 student awards
  - 3 for posters and 3 for platforms
- 9 candidates for Pilla



OXFORD

## STUDENT AWARD CHAIRS

Anke and Bennett

- Questionnaires (poster/oral/Pilla)
- Scoring system (Melanie's proposal)
- Assign 5 Reviewers (help of **educational committee?**)
- Min 3 scores to win



## PILLA AWARD

- 6 judges
  - Niels Kuster
  - Rich Nucitelli
  - Isabelle Deltour
  - Maria-Rosaria Scarfi
  - Micaela Liberti
  - Theo Samaras
  - Jokers (Anke, Florence, Bennett, Wout)



**BioEM**

NEW AWARD IN 2024

**The excellence in Bioelectromagnetics award**

Early or mid career researcher (5 or 10 years after PhD)

Free Participation to the annual BioEM meeting + Plenary talk+ Money (5000 \$)

Selection criterias: Stays abroad, Publications, First authors, Impact factor, Fellowships awards, Grants, Independant research capability, collaborations, interdisciplinarity ...

- D'Arsonval (10000)...