

Minutes
Board meeting 26
BioEM

February 20, 2024
06:00 pm – 08:00 pm (CEST)
Online meeting

In attendance:

- Luc Martens (LM)
- Florence Poulletier (FPoulletier)
- Niels Kuster (NK) left at 19:00
- Frank Prato (FPrato)
- Azadeh Peyman (AP)
- Anke Huss (AH)
- Lucas Portelli (LP)
- Bennett Ibey (BI)
- Wout Joseph (WJ)

Absent:

- Rich Nuccitelli (RN)
- Olga Zeni (OZ)

Invited for making notes: Melanie De Coster (MD)

Invited for point 4: Theodoros Samaras (TS)

1. Adoption of agenda
 1. The agenda was unanimously adopted
2. Minutes of the twenty-fourth meeting: approval
 1. The minutes of the twenty-fifth meeting were reviewed and approved. (Motion by AP, seconded by BI)
3. Overview of the actions of meeting #25
 1. Item 3.2: Editorial
 - OZ approached TS, working on the editorial; update to the board pending
 2. Item 5.2 Final list of invited speakers, workshop and tutorials
 - Plenary speakers .
 - New/remaining candidates
 - Vincent Blok (<https://scholar.google.com/citations?user=sW-5JbYAAAAJ&hl=en&oi=sra>) for Ethics.
 - LM will initiate contact.
 - LM to contact people from IMEC and Peter Abeel from UC Berkeley.
 - NK to contact Ed Boyen .
 - Abstract submission deadline
 - Extension to the day of the original deadline proposed.
 - MD to send an e-mail to the members about the deadline on the 31st.
 - MD to write a newsletter regarding the deadline, awards, and any new updates.
 - Workshop/tutorial
 - AH proposes three workshops during the conference, one before, and one tutorial.
 - LM asks if these can be published on the website, AH confirms. (AH will pass on the information to MD) .
4. News and activities for 2024 from editor in chief Bioelectromagnetics Journal (slides attached)

1. Communication with Wiley administration is challenging
 - LM will email Wiley admin again repeating request for a meeting
2. Special Issue on neurostimulation
 - AP will create a newsletter, MD will send it to all members
3. Special Issue on Experimental and Numerical dosimetry
 - Distribute leaflet on BioEM 2024 and other conferences: TS
4. Make content plan for LinkedIn
 - LM: will organize a Communication committee meeting to create list with data and content
 - MD to follow up
5. Editorial
 - Deadline 01/06 (to be published): TS and OZ
6. Reviews
 - Some have not the required quality
 - LM: Will ask RN to organize a Journal committee to address this issue
5. BioEM 2024 (Slides attached)
 1. Final list of invited speakers, workshop and tutorials
 - Plenary speakers
 - Ed Boyen has agreed to deliver a plenary session remotely.
 - NK will coordinate with AH regarding possible timeslots and additional information.
 2. Number of abstracts submitted (slides attached)
 3. Travel support for low and middle-income countries
 - A proposal was made for offering a student rate for conference participation and a flat fee of 300 Euros for travel support.
 - Requirements include the submission of an accepted abstract and cash payment upon arrival at the conference.
 - This message will be published on the BioEM website (MD): "*Individuals from low and middle-income countries in need of financial support are instructed to contact office@bioem.org.*"
 - The proposal was moved by AP and seconded by NK.
6. BioEM 2026: call for proposals
 1. AP reported receiving two proposals from Australia expressing interest in hosting BioEM 2026. It was decided to announce the call for proposals on the website and via email to all members. AP and MD will work on drafting the announcement and creating a template for the budget.
 2. The shortlisted proposals are required to give a presentation during the board meeting in Crete. The deadline for submitting proposals is set for the end of April.
7. Update about awards
 1. No submissions received.
 - One unofficial nomination was noted; the individual must wait for official nomination.
 2. Extension granted until March 31st.
 3. A new email will be sent to members, extending the deadline and reminding them of all communications via Mailchimp (MP and FPoulliet). Additionally, the information will be shared on LinkedIn. (AP)
8. Elections and Membership of BioEM
 1. The content of the email from LM will also be shared on LinkedIn by AP.
9. Review of decision and action list
 1. Item 4: Bioelectromagnetics Journal
 - Communication with Wiley administration
 - LM will email again to request a meeting
 - Special Issue on neurostimulation
 - AP will create a newsletter, MD will send it to all members
 - Special Issue on Experimental and Numerical dosimetry
 - Distribute leaflet on BioEM 2024 and other conferences: TS
 - Make content plan for LinkedIn
 - LM: will organize a Communication committee meeting to create a list with data and content
 - MD to follow up
 - Editorial
 - Deadline 01/06 (to be published): TS and OZ
 - Reviews

- Some have not met the required quality
 - LM: Will ask RN to organize a Journal committee to address this issue
- 2. Item 5: BioEM 2024 (Slides attached)
 - Plenary presentation of Ed Boyen
 - NK will coordinate with AH regarding possible timeslots and additional information.
 - Travel support for low and middle-income countries
 - Details will not be provided on the website (MD). Individuals from low and middle-income countries in need of financial support are instructed to contact office@bioem.org.
- 3. Item 6: BioEM 2026: call for proposals
 - AP and MD will work on drafting the announcement and creating a template for the budget.
- 4. Item 7: Update about awards
 - A new email will be sent to members, extending the deadline and reminding them of all communications via Mailchimp (MP and FPoullietier). Additionally, the information will be shared on LinkedIn. (AP)
- 5. Item 8: Elections and Membership of BioEM
 - The content of the email from LM will also be shared on LinkedIn by AP.
- 6.
- 10. AOD and Adjourn
 1. Next Meeting Dates:
 - March 25, 2024, at 18:00 CET
 - April 22, 2024, at 18:00 CET
 - May 21, 2024, at 18:00 CET