

Minutes
Board meeting #39
BioEM

May 09, 2025
9:00-10:00 (Brussels Time)
Online Zoom meeting

In attendance:

- Azadeh Peyman (AP)
- Francesca Apollonio (FA) left at 10:30
- Myles Capstick (MC)
- Lena Kranold (LK)
- Micaela Liberti (ML)
- Sarah Loughran (SL) left at 10:00
- Akira Ushiyama (AU)
- Wout Joseph (WJ) left at 10:00
- Florence Pouletier (FP)

Absent:


- Maxim Zhadobov (MZ)
- Anke Huss (AH)

Invited for item 4.2. Education committee: Olga Zeni (OZ)

Invited for making notes: Melanie De Coster (MD)

1. Adoption of agenda
 1. The agenda was adopted.
2. Minutes of the meeting #38
 1. Minutes approved. (Motion: SL, Second: FA)
3. Overview of the action of meeting #38
 1. Item 4.1: BioEM 2025
 - Item for next meeting: Review record-keeping (participants) and disposal of records. (MD) ✓
 - TPC Co-Chairs registration:
 - Waived for TPC co-chairs (no objections). To be added to guidelines (MD)
 - TPC Update (Abstract reviews, Alex Legros special session, speakers' information)
 - Abstract Review Process:
 - Board members and TPC members asked to help review.
 - 15 abstracts to be shared with the board. ✓
 - Correction needed for email addresses:
 1. SL and colleague emails were incorrect (.gov instead of .com). ✓
 - Alex Legros Travel Support Details
 - Next Steps:
 - A paragraph about this initiative will be drafted and sent MD to MC and AP for approval before being published on the website. ✓
 - Alexandre Legros special session ✓
 - Further discussion needed regarding co-authored research by Alex Legros and whether to collect these papers. (FA)
 - Julien Modolo to be consulted for additional input.(FA)
 - Speaker Information
 - Pending information:
 - Start with names and titles today (MD), add pictures later. ✓

- Deadline for bio, summary abstract and photo: Middle of next week (FA to follow up).
- 2. Item 7.1: Emeritus Membership Discussion
 - Website must be updated to align with the AoA. (MD) ✓
- 3. Item 7.2: Student Membership Clarification:
 - Add this issue to the agenda for the next board meeting. (MD) ✓
- 4. Update from the committees
 1. Journal
 - *Report from Wiley*
 - Overall revenue increased by 8% compared to 2023.
 - The outstanding royalty due was \$69,729, which has now been received.
 - An increase of \$28,000 was achieved through open access (EiC's proactive approach was noted) via transformational agreements.
 - The subscription base is shrinking.
 - Publisher Report 2024:
 - Will be sent to all board members (AP). TS will present it at the June meeting.
 - *Special issue*
 - There are several shortcomings associated with the new platform making it very challenging to assigning submissions to guest editors. Wiley is aware of the issues
 - There are 8 submissions: 1 has already been reviewed and accepted; the others are under review and are expected to be published by September 2025.
 2. Meeting
 - *Survey for BioEM 2025*
 - A Doodle poll will be created to schedule the meeting in May. (MD)
 3. Communication
 - Alexandre Legros
 - Julien will invite the family for dinner and an overnight stay.
 - The board will send the formal invitation (AP will forward the draft).
 - Memorial
 - Opening speech by AP.
 - A slideshow will be created with photos (AP and MD), to be discussed with Julien. This will be a topic on the agenda of the extended LOC meeting.
 - A dedicated slot in the program will be reserved.
 - A photo will be included in the memory book.
 - *Social media*
 - The BioEM 2025 program will be promoted on social media.
 - The communication committee is tasked with promoting both the program and its speakers.
 - *LOC and TPC guidance documents*
 - Finalized versions of both documents are ready.
 - Clean versions will be produced and sent to all board members (MD) for the conference. They will also be presented at the General Assembly.
 4. Education
 - *Erice school update (presentation ML)*
 - *STM selection criteria and funding (presentation OZ)*
 - Proposals for selection criteria on slides
 - Decision was made to increase the number of STM award for high income countries' applications to 7 and to protect 5 places for low and middle income countries' applications.
 - A poster calling for volunteers to host STM (during the conference) will be added to the general call poster.
 - A monitor will display videos of STM winners at the venue.
 5. Membership
 - *Update on statistics (presentation ML)*
 - Member: 137 (incl. complementary)
 - Student member: 36

- Associate member: 4
 - Emeritus member: 13
 - Honorary member: 1
 - *Complimentary membership: 8*
 - *Student membership clarification*
 - A new text for the AoA will be proposed (ML). It will be presented at the Sunday board meeting in Rennes and submitted for approval at the General Assembly (GA).
- 6. Awards
 - *Pin, medals and certificates for D'Arsonval award*
 - In production
 - *Certificate for young scientist award*
 - *Monetary prize payment*
 - *Judges*
 - All board members will be involved. Awards committee and MD to send out invitations. .
 - *Pilla award*
 - PhD certificates are being collected from the candidates.
- 7. Finance
 - *Credit card*
 - Unanimously approved
 - The finance committee is asked to come up with a proposal for dual approval (by two individuals), to be discussed in June.
- 5. BioEM 2025
 1. Registration Update
 - Early registrations: 243
 2. TPC Update (Abstract reviews, Alex Legros special session, speakers' information)
 - Slides FA
 3. Program book
 - A small version of the program book is nearly ready for publication, pending some final information (e.g., names of session chairs). The full program book is in progress and expected to be completed by the end of May, as we are still waiting for some contributions.
- 6. BioEM 2027
 1. Invite all three applicants to give a presentation during the Sunday board meeting in June. MD will send the invitations. Each presentation should be a maximum of 10 minutes. The applicants will present separately.
- 7. Privacy
 1. Review record-keeping (participants) and disposal of records.
 - All relevant documents will be shared with the board members in advance and will be discussed during the Board meeting on Friday, June 27, in Rennes.
- 8. Review of decision and action list
 1. Item 4: Update of the committees
 - 4.1: Journal
 - Publisher Report 2024:
 - Will be sent to all board members (AP). TS will present it at the June meeting.
 - 4.2. Meeting
 - A Doodle poll will be created to schedule the meeting in May. (MD) 
 - 4.3. Communication
 - Alexandre Legros
 - A slideshow will be created with photos (AP and MD), to be discussed with Julien. This will be a topic on the agenda of the extended LOC meeting.
 - Social Media
 - The communication committee is tasked with promoting both the program and its speakers.
 - LOC and TPC guidance documents

- Clean versions will be produced and sent to all board members (MD) for the conference. They will also be presented at the General Assembly.
 - 4.4. Education
 - STM
 - A poster calling for volunteers to host STM (during the conference) will be added to the general call poster.
 - 4.5 Membership
 - *Student membership clarification*
 - A new text for the AoA will be proposed (ML). It will be presented at the Sunday board meeting in Rennes and submitted for approval at the General Assembly (GA).
 -
 - 4.6 Awards
 - Judges
 - All board members will be involved. Awards committee and MD to send out invitations.
 - 4.7 Finance
 - Credit card
 - The finance committee is asked to come up with a proposal for dual approval (by two individuals), to be discussed in June.
 - 2. Item 6: BioEM 2027
 - Invite all three applicants to give a presentation during the Sunday board meeting in June. MD will send the invitations. Each presentation should be a maximum of 10 minutes. The applicants will present separately.
 - 3. Item 7: Privacy
 - Review record-keeping (participants) and disposal of records.
 - All relevant documents will be shared with the board members in advance and will be discussed during the Board meeting on Friday, June 27, in Rennes.
 - 4. Item 9: AOB
 - Nomination committee: Organize first meeting (MD)
9. AOB and Adjournment
1. Nomination committee has been set up from the board members who can not be re-elected as stated in AOA.
 - Azadeh Peyman
 - Anke Huss
 - Florence Poullietier de Gannes
 - Wout Joseph
 - Action: to organise the first meeting. (after conference)
 4. Next meeting:
 - June 22, 2025 (Rennes 10:00-12:30)