

**International Union for Physical and Engineering Sciences in Medicine
Minutes of a Meeting of the Administrative Council
Held at the World Congress in Beijing, 26th May 2012**

Present: Prof B.J. Allen
Prof J. Goh
Dr F. Infantosi
Prof S.M. Krishnan
Prof R. Magjarevic
Prof F. Nüsslin
Dr M. Rehani
Dr S. Tabakov
Prof H. Voigt

In Attendance: Dr C. Borrás, Prof D. Jarrón, Dr L. Khum, Mr J.G. Pemberton and Mr I. Wolstencroft

1. President's Welcome

Prof Allen welcomed members of the Administrative Council to the first IUPESM meeting in Beijing, there were no additional items for the Agenda as circulated.

2. Minutes of Previous Meetings

The minutes of the Administrative Council meetings held in Munich on the 8th and 11th September 2009 were **agreed** as a correct record.

3. Matters Arising

There were no matters arising not on the Agenda.

4. President's Report

Prof Allen commented on the recent actions of the Congress Co-ordinating Committee and reported how effective it had been in the run up to the 2012 World Congress.

The President also reported that he had asked Dr Goh to take responsibility for the website, and that he had had difficulties in contacting the current Secretary General during his period of office.

5. Secretary General's Report

No report had been received from the Secretary General.

6. Treasurer' Report

Dr Tabakov referred to his previously circulated report and accounts. He reported that the accounts had shown a surplus in each of the three years 2009 to 2011, resulting in retained funds at the end of 2011 of €87,950.

He also reported that, subject to the impact of website development costs, he was planning a break-even position for 2012, although this will be helped by the receipt of €3,000 from Springer regarding the Health and Technology Journal.

On a proposition by Prof Voigt, seconded by Dr Infantosi, the Treasurer's report and Accounts were **approved**.

7. Report of the Congress Co-ordinating Committee

Prof Allen gave a retrospect of the Congresses since 2003 in Sydney and emphasised that each had had its own unique challenges. He reiterated the effectiveness of the CCC in the run up to the 2012 meeting and reported that the attendance at Beijing is looking encouraging, but the financial situation is not yet clear.

He reported that it is anticipated that there will be a meeting with representatives of the organisers of the 2015 World Congress in Toronto, there are still some minor amendments required to the contract, but it is hoped it will be signed in Beijing.

The bids for the 2018 World Congress had been received and reviewed. It was noted that neither Brazil nor India had completely fulfilled the bidding requirements. It was also noted that both the Czech Republic and Singapore had fully complied. After discussion, it was **agreed** that only the Czech Republic and Singapore bids should be formally presented to the General Assembly for decision. It was also **agreed** that India be allowed to make an informal presentation with a view to future bids when they will hopefully be fully compliant.

It was also **agreed** that letters of encouragement be sent to Brazil and India.

8. Nominating Committee's Report

The Nominating Committee's Report was accepted for submission to the General Assembly with the addition of Dr Peter H.S. Smith as the nominee for Treasurer.

9. Awards Committee Report

Prof Kikuchi formally reported that the nominees for the 2012 IUPESM Awards are:

IFMBE	Prof J. Nagel
IOMP	Dr C. Borrás

These awards were noted by the AC.

10. ICSU Liaison Committee Report

Prof D. Jarron gave a summary of the presentation he is to make at the General Assembly.

He also gave a report on the discussions at the ICSU General Assembly including approval of their Strategic Plan which contained the Health and Wellbeing strategy.

It was **agreed** that Dr Jarron should continue as IUPESM's representative on ICSU.

11. Education and Training Committee Report

Dr Tabakov referred to his previously circulated report, and it was **agreed** this should be presented to the General Assembly.

12. Health Technology Task Force

Dr Borrás commented that there were two reports from the Task Group, one from each of the Co-Chairs. She also referred to proposed new Term of Reference for the Group which it was **agreed** should be considered at the second or in-coming AC meeting.

13. Health and Technology Journal

It was noted that a report had been circulated by Prof Nagel for consideration at the General Assembly.

14. Funding

Prof Allen felt that the overall level of funding of IUPESM should be reviewed. It was **agreed** that this topic be deferred for later discussion.

15. Website

Prof Goh described the content of the new website including the introduction of information on the equipment donation programme. An initial payment of \$2,306.45 for the development of the site and a further payment of \$1,016.80 for additional pages were **approved**.

16. Any Other Business

16.1 WHO

It was noted that due to changes in funding levels the WHO had been unable to sponsor the 2102 World Congress.

16.2 General Assembly

The Agenda for the General Assembly as circulated was accepted.

The meeting closed at 13.15

Recorded by I Wolstencroft
Vetted by J Goh
Approved by B Allen

IW
21.06.12