

**International Neuropsychological Society**  
**Board of Governors Meeting**  
**July 6, 2004**  
**Brisbane, Australia**

Members Present: Erin Bigler, Jason Brandt, Gordon Chelune, H. Branch Coslett, Bruce Crosson, Robert Heaton, Ritva Laaksonen, Ann Marcotte, Morris Moscovitch, H. Gerry Taylor, Daniel Tranel, Eli Vakil, Barbara A. Wilson, Robert Bornstein (ex officio)

Members Absent: Faraneh Vargha-Khadem, Elizabeth Warrington

**1. Call to Order**

The meeting was called to order by President Brandt at 10:06 am. President Brandt welcomed Incoming-President Robert Heaton, President-Elect Barbara A. Wilson, and new Board of Governors members, Morris Moscovitch, H. Gerry Taylor, and Eli Vakil.

**2. Minutes Approved**

A. The minutes of the Board Meeting and the Business Meeting held in February 2004 in Baltimore, Maryland were reviewed, with minor corrections noted. Both sets of minutes were unanimously approved with the revisions (motion-Brandt, second-Heaton).

**3. Treasurer's Report**

Erin Bigler, Treasurer of INS, reviewed the Society's financial status. For 2003, the Society's cash statements revealed total revenues of \$645,894.99 and expenses of \$591,483.41, with a net income earned of \$54,411.58. It costs about \$600,000.00 annually to operate the Society. Total assets at the end of 2003 were \$1,236,157.70, with assets distributed among 8 Certificates of Deposit, checking and money market accounts. Bigler highlighted that funds for several awards are low, and donations will be solicited in an upcoming mailing to the membership. The Financial Advisory Committee has not yet convened, and still needs one more member. The Board selected Bruce Crosson to serve on the Committee, and expressed the need for this Committee to convene in St. Louis.

The Board then reviewed documents of an independent audit completed in June 2004 for fiscal years 2002 and 2003. Discrepancies between the Society's cash statements and information in the audit were discussed, notably a significant reduction in net assets between 2002 and 2003. The Board requested that Bigler to develop a budget for the 2004 fiscal year, as well as to provide additional information to the Board regarding the discrepancies between cash and accrual accounting reports.

Bigler also presented data summarizing expenses for the February 2003 meeting in Honolulu and

the February 2004 meeting in Baltimore. At the Baltimore meeting, costs were higher in several areas, including honoraria to continuing education and plenary speakers, AV support, printing, catering and security. AV cost increases were due to extra labor required to produce CDs of sessions. Total expenses in Baltimore were \$234,516.83 compared to expenses of \$133,282.18 in Honolulu. Attendance in Baltimore was high, however, and yielded approximately \$83,000.00 more in total income than the Honolulu meeting. The profit for the Honolulu meeting was \$74,442.82 versus \$56,188.18 in Baltimore. The Board reviewed financial issues around the meetings.

Bigler also highlighted to the Board anticipated expense increases related to the relocation of the *JINS* office to New Mexico with Kathy Haaland becoming *JINS* Editor. Anticipated expenses may be reduced if submissions and reviews are handled electronically. A motion was made (motion-Tranel, second-Heaton) to convey the wishes of the Board to Jack Fletcher, Chair of the Publications Committee, to implement a fully electronic submission and review process for *JINS* manuscripts effective January 1, 2005, and to determine how expenses will be shared by the Society and Cambridge University Press; the motion was unanimously approved.

#### **4. Executive Secretary's Report**

##### **A. Membership**

As of June 9, 2004, the Society has 4,170 active members. Bornstein reported that 16% of the membership is from outside of North America. Of new members to the Society, 44.8% are student affiliates and 25.4% are from outside North America.

##### **B. Dues Payment**

As of June 9, 2004 84% of the membership had paid their 2004 dues, which is comparable to the previous year (86% in 2003).

#### **5. Committee Reports**

##### **A. Program Committee - Brisbane**

Skye McDonald, Chair of the Program Committee, presented the following report. Pre-registration for the 2004 meeting has been strong, and this meeting may prove to be the largest neuropsychology meeting held to date in the Pacific Rim area. Submissions were received from 22 countries. 383 abstracts were received for review for the meeting's scientific program, with 304 accepted for presentation. These presentations are organized into 111 posters in 5 sessions, 100 symposium papers in 15 symposia and 3 clinical forums, and 92 free standing papers delivered in 16 paper sessions. Three keynote addresses will be delivered, including the INS Presidential Address (Jason Brandt), the ASSBI Presidential Address (Skye McDonald), and the INS Birch Lecture (Bryan Kolb). Six Continuing Education courses are also being offered during the meeting. Two meetings were planned as satellite conferences to the ASSBI/INS meeting, including the Third Australian Conference of Cognitive Neuropsychology held in

Sydney prior to the meeting and a Satellite Symposium on Rehabilitation to be held after the meeting in Uluru.

#### B. Program Committee – St. Louis, Missouri

President Brandt provided the Board with the following update about the February 2006 meeting. Jill Rich has been selected to serve as Program Chair of the meeting, and plans are well underway, with several invited plenary speakers and symposia already selected.

#### C. International Liaison Committee

Bernice Marcopulos was unable to attend the meeting due to travel delays. She submitted the following information by written report. The ILC web site ([www.ilc-ins.org](http://www.ilc-ins.org)) has been expanded and now includes two new features, “International Positions” offering a listing of professional employment opportunities in neuropsychology, and “Resources”, offering information about new tests developed by members. The web page sections devoted to training and funding have been expanded. The listing of neuropsychological societies around the world has been updated and now lists 50 such groups. Conferences and events also continue to be featured on the website, as well as links to other neuropsychology websites. The ILC continues to sponsor an e-mail discussion list focused on cross cultural issues, with list membership comprised of 106 members from 28 countries. Plans call for INSNET to be expanded to three issues a year in the future. The ILC Book and Journal Depository program made three shipments to Iran and one to South Africa in the past few months. New guidelines for book donations have been developed, and several book publishers are now donating new books to the program. A list of “core” books in neuropsychology is also being developed. There have been no developments with regard to the ILC and International Diversity Committee joint effort to develop guidelines for how books and journals may be targeted for distribution to groups in economically disadvantaged areas.

The ILC continues to receive requests for travel support to attend the INS meetings from neuropsychologists from economically disadvantaged areas. The Committee has researched other organizations that offer such support and has listed this information on the website. The ILC also has continued the Support Consultation Program to support international scholars in their research and publication efforts.

Two proposals for additional funding were presented by the ILC: the reinstitution of the INS Travel Scholarship Program, and support of a position to offer assistance to the Support Consultation Program. The Board discussed the proposals, and tabled any decisions about additional funding to the ILC until the St. Louis meeting.

#### D. International Diversity

President Brandt reported that he and Ann Watts, Chair of the International Diversity Committee, wrote a letter of invitation together this past spring to other societies around the world to establish mutual links with INS. They received numerous enthusiastic replies. A meeting of the Presidents of Neuropsychological Societies will be re-instituted at the St. Louis meeting to re-

open dialogues with other organizations.

#### E. Continuing Education

Neil Pliskin, CE Director, provided the following written report to the Board. He has been working closely with Jennifer Manly to ensure a smooth transition in February 2005 as she takes over the position of CE Director. The CE program for the St. Louis meeting is completed, and will offer 29 courses. The special theme for the St. Louis meeting CE offerings is "Medical Neuropsychology". A new feature to be offered will be "Ethics for the Neuropsychologist." As requested at the last Board meeting, Pliskin will be making application on behalf of INS to the American Psychological Association to offering accredited online and home-based CE programming.

#### F. Publications Committee

Jack Fletcher, Chair of the Publications Committee, reported on the recent activities of this committee. The transition of *JINS* Editorial offices and editorial responsibilities from Igor Grant to Kathy Haaland is underway and progressing smoothly. Progress continues to be made in discussions with Cambridge University Press towards establishing electronic submissions to *JINS*. Fletcher will communicate the Board's position that electronic submissions and reviews be implemented no later than January 1, 2005 to Cambridge. He will also continue to keep the Board apprised of negotiations with Cambridge for final cost and provisions for cost sharing for electronic submissions. Fletcher also raised the issue of pagination of electronic meeting abstracts, which the Board discussed at length later in the meeting. He also reviewed the history and current state of the INS Book Series. Plans are proceeding for the publication of a series of edited volumes based on the Vivian L. Smith Summer Institute. The Publication Committee recommended that the Board sponsor this series of books, to be published by Cambridge, with the Director of the Summer Institute, Andrew Papanicolaou appointed the series Editor. The final decision of any book proposals in the series would rest with the Publications Committee, serving as a de facto editor. A motion was made to support the recommendation of the Publication Committee and passed (motion-Heaton, second-Marcotte).

### **6. Old Business**

#### A. Nominations

Bornstein reported that the Nominations Committee is finalizing a slate of nominees for the following positions: President-Elect, Treasurer, and three members of the Board of Governors. Election ballots will be mailed to the membership in September 2004.

#### B. Site Selection

Bornstein reported that future meeting sites are as follows: St. Louis, Missouri February 2-6, 2005; Dublin, Ireland July 6-9, 2005; Boston, Massachusetts February 1-5, 2006; and, Portland, Oregon, February 7-10, 2007. The 2006 mid-year meeting site has been changed from Geneva to

Zurich, Switzerland, with the final dates of the meeting to be determined in the near future. The Board approved holding the 2008 North American meeting at a location in Hawaii, with Bornstein exploring proposals from Honolulu, Oahu and the Island of Hawaii for hotel sites. The site will be selected at the next Board meeting. Several proposals for future mid-year meetings sites have been received, including from Spain, Buenos Aires, Argentina and Helsinki, Finland. Bornstein and Brandt will travel to Spain in the fall to meet with several local neuropsychology groups interested in hosting the meeting.

#### D. European Federation

Heaton reported that he and INS Executive Secretary Bornstein attended a meeting held in Modena, Italy in April 2004, co-sponsored by several European Neuropsychological Societies. The meeting drew over 500 attendees, and discussions were held to explore the development of a European Federation of Neuropsychological Societies. No consensus was reached regarding the formation of such a federation, although a second joint meeting is being planned for 2006.

#### E. Support of Other Societies

Bornstein reviewed for the Board past requests of INS from other neuropsychological organizations to support their meetings. Requested support has included co-sponsorship of the meetings by INS with and without financial support. The Board discussed potential guidelines to be employed for such future requests. For requests of co-sponsorship without financial support, the President and Executive Secretary could review the scientific program and make a recommendation to the Board for approval. For requests involving financial support, full Board discussion for each potential meeting will need to take place, and guidelines need to be developed for how the Board will allocate future funds. The Board will continue to discuss and develop such guidelines in St. Louis. A proposal for co-sponsorship and financial support for a Nordic meeting taking place in August 2004 was reviewed and discussed. The Board elected to provide co-sponsorship and financial support to this meeting, but also elected to place a moratorium on any future financial support of meetings until guidelines are established (motion-Marcotte, second-Heaton).

#### F. Abstract Pagination

At the February 2004 meeting, the Board decided to publish only an online version of future meeting abstracts and to no longer publish them in the regular pages of *JINS*. The issue of pagination of such abstracts for citation purposes was discussed at length in this meeting. Abstracts might be paginated as a supplement of *JINS* or alternatively assigned an abstract number with a website address in the citation. The Publications Committee was asked to further discuss options with Cambridge and to explore what current standards are for scientific citation of electronic abstracts. A motion was subsequently made and approved (motion-Marcotte, second-Heaton) to have electronic meeting abstracts identified for scientific citation in compliance with current publication industry standards.

### 7. New Business

#### A. Meeting Costs

Bornstein led the Board in a discussion about possible ways to contain costs at future meetings. He reviewed current costs to the Society of maintaining Continuing Medical Education provider status through Ohio State University, as well as the small number of members holding MD degrees who request CME hours at meetings. The Board directed Bornstein to poll the medical INS members as to their desire to have the Society continue to offer CME credits for workshops. At the last meeting, recordings of sessions were made available to members for purchase on cassette tapes or Compact disks (CD). The addition of CD recordings at the Baltimore meeting was associated with increased labor costs, and few CDs were sold. In the future, the Society may wish to offer CD recordings of only select sessions. Registration fees for the meetings were also reviewed, as was possible future industrial support.

#### B. Term of Treasurer

Bigler opened for Board discussion a possible change in term from 3 to 5 years for the office of the Treasurer. Such a change would require a Bylaws amendment approved by the voting membership. The Board tabled the discussion and will revisit it in St. Louis.

#### C. Satellite Meeting in Ireland

Barbara A. Wilson announced that she is organizing a post-meeting satellite conference to follow the 2005 midyear meeting in Dublin, Ireland. The satellite meeting will be held in Galway, and its topic will be rehabilitation and language.

### **8. Meeting Adjournment**

There being no other business, the meeting was adjourned at 4:24 pm by President Brandt.

*(Pending Approval)*