



MINUTES

International Chinese Society for Physical Activities and Health

Friday, January 05, 2024 (8:30–10:40 PM ET)

In Attendance: Weiyun Chen, James Zhang, Weidong Li, Jiling Liu, Yang Bai, Meiyuan Chen

1. Approval of Dec. Meeting Minutes – Approved by all.

2. Acknowledgment

- The EC members submitted the selected abstracts to Weiyun who submitted them to Bo Shen, Yuanlong Liu, and Yong Gao
- Meiyun's launched the ICSPAH public WeChat account
- James' sending out the Call for abstract-extended version

3. 8:35–8:45: The 2024 ICSPAH Conference—Keynote and Dean's Forum

- Weiyun:
 - BSU information: Yufei Bai- supplied more documents sent to GASC; Jun Wu is in charge of the organization of Conference- Agreed changed time, proposed more people in EC (remove Shuhong Xiao) – Plan and procedure will be initiated immediately and hopefully completed by March, once completed the plan, notification of the conference can be sent out; Yufei is the main contact person of BSU. Regarding locations, no Shougang Yuan shown.
 - Update keynote/featured speakers for the Keynote speaking/invited featured sessions and presenters for the Dean's Forum
 - Keynote speakers (no new invitation)
 - Pamela, Zan, Senlin, and Tao sent in her presentation topic; all keynote speakers will be granted airfare
 - UM dean is working on soliciting more speakers
 - Liu sent in topic title,
 - Ask Xiaozan, Bingshu, and Paul for presentation title
 - Mingxiao cancelled invitation; sub with Ruilin Zhang
 - NSU recommends two speakers: Lipei Shang and Sean; Lipei can be invited as sub-topic speaker
 - Dean's forum
 - Three interested; three accepted invitation

4. 8:45–9:00: The 2024 ICSPAH Conference – Abstract submission and review

- James:
 - Update the review of the abstracts on a rolling basis
 - Use two reviewers instead of one
 - Allow two weeks for review by Jan.
 - Will work with Jiling on assigning reviewers



- Inform the first-round review process and timeline for sending the acceptance letter on the first round review
 - Try to send out acceptance letter in early March
 - James and Jiling
 - FAQ for the online submission:
 - Jiling will post abstract writing and submission FAQs on the website
 - Xiaoxia and Yang will take care of conference and membership registration FAQs
- 5. 9:00–9:30: The 2024 ICSPAH Conference – Call for the ICSPAH EC and awards**
- Weidong completed
 - Draft of the call for the ICSPAH EC candidates
 - Draft of the call for the ICSPAH existing awards
 - Outstanding Abstract and Best Paper Awards (EC need to decide a number for both)
 - Initial ideas for the Award Committee composition:
 - Will have further discussions with Zheng and past presidents, up to 3 committee members
 - Abstracts will be based on review scores
 - Paper will be called after abstract submission
- 6. 9:30–9:45: The 2024 ICSPAH Conference – Account(s)**
- James:
 - Update the current status of the sponsoring for the 2024 conference:
 - 6 EC members + 2 keynote speakers will cost all available sponsored funds
 - Can ask NSU to book flights for EC members
 - BSU- No clear budget planning by now; need to push for expedition; need to decide alternative plans: changing organizer to NSU or Tinghua
 - Action plans for financial accounts containing fund raiser, donation, membership, registration fees, and hotels etc.
 - Waiting on BSU to move forward
- 7. 9:45–10:00: Monthly lecture**
- James and Jiling:
 - Next meeting on 1/15
 - Will notify members 30 more mins needed for writing workshop
- 8. 10:00–10:20: Revision of the ICSPAH By-Laws**
- James
 - Draft of the revision:
 - EC agreed to remove, “The conference out of the United States shall be no more than once every three years.”
 - Timeline for the review of the revision among the EC and the ICSPAH members
- 9. 10:20–10:30:**
- ShenYang Institute of Physical Education’s Proposal



- As a branch to hold a gathering
- Can discuss more with SIPE about our support
- Negotiate for sponsorship
- SHAPE-American social gathering will be held annually

10. Other

- Booking flight for EC members
 - May fly to Shanghai and then transfer to Nanjing
 - Need to confirm if NSU will pay airfare out of their account

11. Meeting adjourned at 10:40 PM ET.