



MINUTES

International Chinese Society for Physical Activities and Health

Friday, December 2, 2022 (8:30–10:15 PM ET)

In Attendance: Weidong Li, Bo Shen, Chen Weiyun, Jiling Liu, Yang Bai, Xiaoxia Zhang, Meiyuan Chen

1. **Last Minutes Approval** – The minutes from the November meeting was approved unanimously.
2. **Updates on Abstract Submission (Weiyun)**
 - 1) About 30~40 abstracts received by now.
 - 2) Postponed the deadline to 1/1/2023, hoping for more submission. Jiling will send out an email about the postponement to all members.
 - 3) Weidong suggested coding the abstracts and assigning to reviewers right after the submission deadline. Once the review is done, make sure the format is consistent for all abstracts. Allow 1~2 weeks for reviewers to complete all reviews.
3. **Weekly Lectures (Weiyun)**
 - 1) All went on as planned.
 - 2) Next speaker will be Tao Zhang, and January Tim Russel.
 - 3) Meiyuan made significant contribution to organization of the lectures and construction of the new website, deserves recognition.
 - 4) Double check the format; will send Jiling the finalized version to forward to all members.
4. **Updates on New Memberships (Xiaoxia)**
 - 1) Targeted number of Lifetime members is 38, 26 joined so far, results in a deficit of 12. Target number for Regular and Student members is 9, only 2 joined regular membership while 14 Students. Most Lifetime members came from Hunan Normal university.
 - 2) Possible that we will have more Student members during the coming conference.
 - 3) Fees charged may have slight variations depending on what version of instructions being viewed. Paypal only applies to the US and Europe, but not easy to use in China where WeChat is the dominant transaction tool.



- 4) Currently our meetings are all online; we will probably have more new members during face-to-face meetings.
- 5) Majority of EC members have completed membership cards. Weidong will work on his completion, and Xiaoxia will do it for Yang. Xiaoxia will work with Meiyang on creating links to Baidu Yun, and provide links to Google Drive in addition.

5. Speakers for Next Year Conference (Weidong)

- 1) As a tradition, we will invite two from China.
- 2) Weiyun suggested inviting popular topic and/or speakers as keynote speaker; add new information etc. Bo suggested ranking speakers so we can have more flexibility of invitation.

6. Journal Annual Report (by Yonglong Liu and Yong Gao)

- 1) First issue published in March, thanks to ICSPAH and two universities, especially Boise State.
- 2) Three issues published this year. 10 articles in issue 1, most come from board members with peer reviews done. Issue 2, supplemental issue, published 2021 abstracts, 46 in total. Issue 3 takes rolling publication: 3 articles have been published and 2 under review.
- 3) To be published: 2022 conference abstracts in January; and a special issue by guest editor Zan Gao. So far received 6 submissions. May be out in March. Rolling publication again after that.
- 4) Current there are 13 editorial board members; members serve as the section editors but limited to their own specialized areas, e.g., no right section editor for manuscripts about exercise science. Other challenges include limited submissions and section editors' unproficiency in using the review system, e.g., assign manuscripts to reviewers, calling papers back and sending reviewed papers to the editor; need to have trainings for section editors. Also called the EC to promote the journal.
- 5) Yuanlong also mentioned that the journal operation has been financially challenged. Checks must be written to the WMU, \$2,000 given to the copy editor, and \$11/hr stipend to student workers. He acknowledged that it was difficult for the first year, but now the situation became stabilized, and the journal might grow to a more mature status.
- 6) Yong suggested that to address the limited submission issue, every editorial board should submit one a year. She called on the EC to Create a Reviewer list that includes lifetime members (out of China) who qualify to be reviewers. Once the list is input into the review system, they can request the members to review. Intensives can be an award for 'reviewer of the year.'" She recommended call for special issues posted in



WeChat. As for other funding sources, Yuanlong will follow up a French university to see if their department can support.

- 7) Yuanlong and Yong also asked the EC to promote the journal during national and international conferences.
- 8) Weidong recommended getting a SCI impact factor soon and by using the editor's influence to invite manuscripts as a better way to counter the challenges.
- 9) Weidong will send the two university's administrators and staff members thank-you cards; also requested Yuanlong/Yong to invite their administrators for a meal as recognition of their help.
- 10) Weidong asked Yuanlong to prepare a list of expenditure of the past year and budget a plan for the next year.

7. Assessments for Branches in China (Weidong)

- 1) Assessment items need to be revisited, e.g., number of new members, collaboration with members.
- 2) Weiyun and others suggested creating a rubric-like form that include specific indicators of performance.
- 3) Xiaoxia will upload the assessment form to Google Doc for EC members to review and make suggestions.

8. Updates on Nominations and Awards

- 1) To be discussed.

9. Fundraising

- 1) Xiaoxia suggested posting the donation QR code before lectures.
- 2) Weiyun agreed and suggested adding new member recruitment and the PayPal link as well; cautioned not prioritizing fundraising over the content of lectures.

10. Journal Updates

- 1) If the journal has no impact factor after three years, its survival will be a real challenge.
- 2) The EC encourages the editorial board to invite established scholars from the US and Europe to submit manuscript.

11. Bylaws (Weiyun)



- 1) Weiyun fixed a number of typos and recommended the following:
 - a. Make responsibilities for president-elect more specific.
 - b. Add more specifications to the role of student representative, e.g., maintaining the website.
 - c. The journal does not need an executive council; the editor will directly report to the ICSPAH EC, and the chief editor will need to submit an annual report.
- 2) Weidong emphasized that “EC” will review and approve candidates for appointment of editor in chief, conduct three-year reviews, and act as a sounding board between the society and the journal.
- 3) Weiyong proposed a tenure change for EC members, e.g., allowing a second term of service for the Treasurer.

12. Meeting adjourned at 10:47 PM ET.