

Minutes of the Executive Committee Meeting held On 16th December 2001 During the 50th Annual Conference of the Neurological Society of India held at Hotel Marriott at Mumbai

2001/EC2/01 The President elect Dr. Mathew Chandy Called the meeting to order as the President Dr. Maheshwari had sent his regrets expressing his inability to attend the meeting.

2001/EC2/03 The minutes of the mid term Ec meeting held at Mumbai on May 21st 2001 was published in the July Newsletter. Since no Objection have been received the minutes was considered adopted. Proposed by Dr. S. Venkataraman and seconded by Dr. V.S. Mehta

2001/EC2/03 Action taken on previous minutes:

It had been decided that all correspondence regarding agenda items were to be sent by speed post to ensure that it was received in time. This was done. Dr. Rajashekaran Nair's report on criteria to be adopted for recognition of electro physiology laboratories is awaited. Dr. A. k. Singh 's report on the CME subcommittee is awaited. Reminders have been sent

Standardization of administration of various awards- report of subcommittee consisting of Dr. V.K. Khosla (Convenor) and Dr. Mathew Chandy ,and Dr. V.S. Mehta is awaited. Reminders have been sent. Collection of dues from annual conferences –report of sub committee consisting of Dr. Matew Chandy (convenor), Dr. V. K. Khosla and Dr. V. S. Mehta to suggest specific methods is awaited. Reminders have been sent. Dr. Shegal reported that he had confirmed, the NSI could not play a specific role in making suggestion regarding the proposals for amendment to Consumer Court regulation now pending with the Rajya Sabha

2001/EC2/04 Secretary's report – (Annexure-I) was presented by Dr. K. Ganapathy. Several members of the Executive Committee pointed out that the Newsletter had not been received. The Secretary displayed the letter given by the printer giving full details of the stamps affixed and the number of newsletter posted in India and overseas. Some members pointed out that stamps could have been removed or not pasted in the first instance on the newsletter .It was therefore suggested that the Secretary explore the possibility of using a Franking Machine (if necessary, even buying one). IT was also pointed out that the conference brochure had not reached many members in time. The Secretary was requested to ensure that the organizing Secretary posted the brochure by July 1st at the latest.

2001/EC2/05 Dr. Mathew chandy President Elect expressed some concerns regarding the proposed NSI office at Delhi. HE wondered whether it was premature to start this now, considering that positive steps had still not been taken for the permanent office. The

majority however felt that a beginning had to be made and that the present "temporary office" had been offered on a long-term basis. Hence this offer was accepted. Dr. Venkataraman suggested that all documents, books material concerning the NSI, should be photocopied by the Secretary/ Treasurer/ Editor and copies sent to the proposed NSI office in Delhi. Proposed by Dr. Prabhakar and seconded by Dr. Seghal

2001/EC2/06 The Secretary's request for funds from the NSI to improve the functioning of the Website was accepted and an amount of not more than 40,000 per year was sanctioned specifically for this purpose. Proposed by Dr. Arjune D Sehgal and seconded by Dr. V K Kak.

2001/EC2/07 The Treasure's Report (Annexure II)- was presented by Dr. V. K. Khosla. The balance sheet was reviewed. Formal ratification for enhancing the quantum of remuneration paid for secretarial assistance to the Secretary was done by the executive committee. It was fixed at Rs 4000 per month.

2001/EC2/08 It was observed that expenses on the Newsletter were going up due to increased cost of postage, more number of copies being printed and lesser number of advertisements. There was even a question whether the newsletter should be dispensed with. The officiating President pointed out that the quality of the Newsletter had gone up considerably and that the Executive committee should take a decision whether this quality was to be maintained, as this would involve a minimum expenditure. The Executive Committee was unanimously of the opinion that the quality should be maintained. Hence it was decided to maintain the present status regarding the Newsletter though efforts would be taken to get more advertisements Proposed by Dr. M M Mehndiratta Seconded by Dr S Venkataraman.

2001/EC2/09 Since the corpus of each award was different it was decided that the prize money for each award should be the same. It was decided that the minimum prize money would be Rs. 5,000. The balance (if any) interest from each corpus would be used towards travelling fellowships. The Secretary was requested to communicate with Dr. Setti Rangachari, with a request to enhance the corpus for best award in the Allied Sciences (to a minimum of Rs.2 laces).

2001/Ec2/10 The Editors Report (Annexure III) was Presented by Dr. S Prabhakar The Editor reiterated that it Should be ensured that the Organising Secretary the Editor of the Chennai, Mumbai and subsequent conferences would obtain one page advertisement for the journal from every shall in the trade exhibition.

2001/EC2/11 CME convener's Report was proposed by DR M M Mehndiratta, seconded by DR V V Radhakrishnan.

- 2001/EC2/12** DR. Suri's Report on progress made in "cost Effective management in Neurological Practice" was presented by the Secretary. Though a few had submitted reports, several were still pending. The Secretary Informed the Executive Committee that reminders had been sent.
- 2001/EC2/13** Midterm conference-The Organising Secretary of the Mid Term Conference was authorised to take the initial steps in drawing up the Scientific Programme. However, the concurrence of the Secretary NSI Should be obtained. It was pointed out that since this was an official Mid Term conference of the NSI, the presence of the President/Secretary would be essential. Both the President/ Secretary expressed inability to attend this conference, unless travel and local hospitality was provided. While this request was not considered unreasonable Dr. Mehta, wanted time to discuss this with the Organising committee before making firm commitment.
- 2001/EC2/14** Mid Term Executive Committee meeting –The Secretary suggested that the President/Secretary be authorized to inspect the conference venue and the Mid Term Executive Committee Meeting could be held at Delhi, since there were 5 members of the Executive Committee at Delhi and two in Chandigarh. This would involve a cost saving of Rs. 92,000 towards travel expenses. The majority of the Executive Committee, however, felt that it was essential that entire Executive Committee inspect the conference venue. Hence it was decided to hold the Mid Term Executive Committee meeting at Cochin on Sunday, 19th May 2002.
- 2001/EC2/15** Bids for 2003 meeting. There were 3 bids – Chandigarh with DR. S Prabhakar as the Organising Secretary was chosen as the conference venue.
- 2001/EC/16** There were two offers for conducting symposia at the Cochin conference –Neuro endocrinology from Dr. C E Deopujari and interventional Neuro radiology from Dr A K Gupta. After considerable discussion it was decided that the symposium topic should be of general interest to all members of the Society and hence it was decided to have a single exhaustive detailed symposium on "**STROKE**" covering all its aspects. Dr. M M Mehndiratta was requested to be the convener for this.
- 2001/EC2/17** Neurosciences Film – While appreciating the considerable effort and time put in by Dr. K E Turel, in bringing out a film tracing the history and development of Neurosciences in India the Executive Committee felt that there were some lacunae in the film. It was felt that editing of the film and deciding the final contents should be undertaken by a committee rather than a single individual. Dr. S Venkataraman pointed out that there was no representation of the armed forces and that many past Presidents had not been interviewed. It was also felt that since no formal sanction of the NSI had been obtained earlier the edited film in its present format could not be considered an official authorised version approved by the NSI. It was decided to discuss this with Dr K E Turel,

with a view to revising the film so that revised version would be an NSI authorized version. A Subsequent meeting was held with Dr K E Turel and Dr N H wadia. At this meeting Dr K E Turel accepted the decision of the Executive committee to form a sub committee, which would review the footage already available. The sub committee would ensure that the revised final version would be truly representative. Dr K E Turel would be the convener of this committee. Dr. N. H. Wadia, Dr. S. Venkataraman and Dr. Radhakrishnan and Dr. Sunil Pandya would be requested to me members of the sub committee. They would be authorized to raise funds and incur expenditure for this purpose.

2001/EC2/18 Proposal from Guwahati and Diburga to hold conferences under the aegis of the NSI were approved.

2001/EC2/19 The request from the Neuro nurses that the members of the Executive Committee of the NSI should monitor the activities of the Neuro nurses association was accepted.

2001/EC2/20 Dr. Sehgal also raised the point that the request of the EEG Technical to form an association under the umbrella of the NSI could be reviewed only if there were sufficient number of technicians to warrant such an association being formed.

2001/EC2/21 The meeting came to a conclusion with a vote of thanks of the Organising Committee.

ANNEXURE I SECRETARY'S REPORT

- ❖ The President Dr .M.C. Maheswari has expressed his inability to take a part in the conference due to health reasons and has conveyed his regrets.
- ❖ The NSI now consists of 1912 members -12 honorary members, 635 neurosurgeons, 437 neurologists, 94 from the allied specialties and 734 Associate members. 90 are located overseas.
- ❖ The July 2001 and November 2001 issue of the newsletter was brought out in time.
- ❖ Abstracts were accepted beyond the last date, as there were genuine complaints of the brochure reaching the members late. In spite of this the scientific programme was finalized in time and the intimation cards dispatched. This year also there has been a large number of papers-330 in the scientific programme. As in the past a detailed analysis of these papers has been published in the newsletter. The entire newsletter is also available in the website including the scientific programme.
- ❖ Though correspondence from members has considerably increased this was attended to immediately. The revised constitution and the byelaws of the society were published in the July newsletter along with the original constitution. The Registrar of Newspapers has insisted on a minimum number of three copies of the Newsletter being brought out with the revised numbering before postal concession can be given. Hopefully this will be available from the next issue-February 2002.

- ❖ Offers were invited thro' the July and November issues of the newsletter for housing the proposed NSI central office. Only one offer from the Delhi Neurological Association has been received
- ❖ The Returning Officer for the annual elections intimated the Secretary that no nomination were received for the post of president elect. An alternative schedule was drawn up and the concurrence of the RO and the EC obtained before it was published in the November Newsletter.
- ❖ The organizing committee was unable to get a sponsor to provide the ID cards to all members as originally agreed. This was communicated a few days earlier. Hence an urgent decision had to be taken to incur these expenses as the executive committee had decided that these cards were mandatory. It was decided in consultation with the president elect and the treasurer, that the NSI would bear the expenses of providing ID cards to full members. Post facto approval by the executive committee is being sought.
- ❖ The website of the NSI has been maintained for the last 5 years without any financial assistance from the NSI. With improvement in technology, with more accessibility and increasing computer literacy of the members it is imperative that we further improve the facilities available at the website. Details will be furnished separately when the webmaster report is presented. I would strongly reiterate that money spent on development of the website is primarily in the interest of the members of the society. In 2002 a good interactive website for a2000 strong professional society can no longer be considered a luxury but an absolute necessity. The NSI was the first professional society in India to start a website in December 1997. We should keep up the lead. I once again implore the members of the EC to sanction separate funds for the development and maintenance of the website. It is likely that even this expenditure would be recovered thro advertisements in the website.
- ❖ Awards and honors obtained by various members of the society, and communicated to the Secretary has been published in the newsletters the following item. – Dr. Jagjit S Chopra has been appointed an Honorary Member of the American Academy of Neurology.

K.GANAPATHY, HON SECRETARY

WEB MASTERS'S REPORT

- ❖ The current NSI website was set up at <http://www.neurosocietyindia.com> in December 2000 designed and hosted by Indegene technologies from Bangalore. The previous site at <http://www.neurosocietyindia.org> is no longer operational, though it continues to be accessible. We are attempting to have the site removed from the servers of Planet Asia, who were the hosts of the earlier site.
- ❖ The site has various Sections, each dealing with a specific issue. The home page gives access to all the major sections, apart from providing the date of the last update. The NSI title and logo are clearly displayed on the home page. The home page also has the advertisement from Hoechst (Aventis), who support the site. The site is easily accessible, and loads quickly.
- ❖ 'About the NSI' deals with the administrative aspects of the society, providing details of the executive committee, the past presidents, the details of the society, its's history, constitution and byelaws, the reports and minutes of the EC meeting, reports from the Secretary, treasurer,

editor Neurology India, CME convener's report, accounts. It also has a section on the history of the society, to which, we hope, members would contribute material of interest.

- ❖ Another section is devoted for the members of the society. A complete membership list is available, with a tool to search for members by name / location. The search results give the name, address, telephone number, fax and e-mail address if provided by the member. The entire list in total is inaccessible to the viewer.
- ❖ The section also contains information for prospective members, membership criteria, a downloadable membership form, fees and details of payment. A complete list of members with pending dues was put up in December prior to the Chennai meeting. Forms for application for travelling fellowship are also available for download. We hope to add the member's photographs to the site if and when they are made available.
- ❖ The contents of the NSI newsletter have been integrated into the site, and as and when a new edition of the newsletter is published, the contents are made available on the site. This includes the secretary's reports, news pertaining to the society and the members, information about forthcoming conferences and reports on conferences, announcements, achievements, obituary notices, and any additional material that member may wish to contribute. The updation is now being carried out by Indegene, however, a format, which would allow Webmaster to directly update material on the site, is being worked out.
- ❖ Other sections pertain to conferences both national and international, the Neurocon including general information pertaining to the format and submission of abstracts, format for application for hosting the conference, etc.
- ❖ Announcements are also available, as is information about fellowship offered by the society/WFNS India trust. Contact information is provided. Links to other sites of interest are also available; we hope member would contribute links, which may be of interest. A link to Pubmed is provided to facilitate a Medline search.
- ❖ A link to Neurology India online is provided, so also are editor's reports, and details of abstracts submitted, accepted and published made available, as per information provided by the Editor, Neurology India.
- ❖ The site is planned to be updated at regular intervals, links to the newsletter.

FUTURE PLANS

- ❖ That site as it exists now is purely an administrative site. There are still a few technical problems that need to be sorted out, especially concerning updation of the site and changes in content.
- ❖ Advertisements can generate revenue.
- ❖ The membership database would be streamlined to include details of the member's dues towards the society. This would facilitate the use of this as the master database to determine a member's eligibility to vote or present a paper at the annual conference.
- ❖ Further development on the site would involve streamlining existing services, followed by the addition of academic content in the form of case discussion, CME or online quiz. This, however, would require active participation by members to make it successful.

- ❖ The site could be used as a platform for activities like online voting, a proposal which needs to be reconsidered by the executive committee.
 - ❖ Another possible application would be online abstract submission for the Neurocon or other subspeciality meetings that are organized at various times through the year. It would be ideal to be able to provide a facility for online registration too, but this would have to wait till e-commerce becomes more firmly established in the country.
 - ❖ There is also a proposal to provide NSI members with a unique e-mail id, which would allow easier and less expensive communication between the secretary, treasurer and the members. This however, would involve an initial payment to be made to the web hosting company.
 - ❖ These modifications and ideas require financial support to implement, since it involves considerable effort on the part of the site designer. The base annual charges of Rs.20,000 would just about cover the expenses of site maintenance and the routine updates that would be possible not more than four times a year.
 - ❖ We hope that the NSI would continue to be supportive of these proposed modifications which would make the site truly world class one.

NSI Website Expenses

- ❖ The Website can take over the task of some of the routine updates since it would be significantly faster and more accurate, and since Indegene had proposed charges for updation which would work out to quite a package over the year.
 - ❖ The webmaster would have to work from home, since it would be next to impossible to do this from the hospital during the day time. Reimbursement of telephone expenses from the NSI to offset the increased time required to be spent online would be necessary.
 - ❖ Advertisement rates-providing a link (for a year) in the NSI website could be Rs. 10,000.

Expenses for Maintenance & Development :

- ❖ Hosting expenses Rs. 12,000 (1000 per month for the whole year)
 - ❖ Updation expenses Rs. 20,000(5000per updation of pages, to be done approx 4 times a year)
 - ❖ Development expenses Rs. 20,000 –costs of adding new features. Each feature would be charged separately depending on the amount of work involved e.g the membership database updation system

Total **Rs. 59,000 per Year**

- ❖ The contribution from Aventis now covers up to Rs. 20,000, so that leaves Rs. 39,000 to be taken care of. A few advertisements should do it, provide companies agree. Updation charges can significantly be cut down if the Webmaster takes over this task almost entirely, however, the issue of telephone expenses would then have to be considered as mentioned earlier.

Dr. DILIP PANIKAR, Webmaster

