



# IFCC Communications and Publications Division

Minutes of the  
 IFCC-CPD Executive Committee Meeting  
 Bydgoszcz, Poland October 24, 2009: 08:30-18:00 h, October 25, 2009: 08:30 - 10:00 h  
*(Provisional)*

Members:	Position	Term and Time of Office
Ellis Jacobs - EJ (US)	Chair	1 <sup>st</sup> 2007 01 - 2009 12
Khosrow Adeli - KA (CA)	Vice Chair/ PR Coordinator	1 <sup>st</sup> 2007 01 - 2009 12
Thanh Van Ta- TT (VN)	Secretary/Publications- Distance Learning Coordinator	1 <sup>st</sup> 2009 01 - 2011 12
Grazyna Sypniewska - GS (PL)	Editor, eJIFCC	1 <sup>st</sup> 2007 01 - 2009 12
Edgard Delvin - ED (CA)	Editor IFCC News	1 <sup>st</sup> 2007 01 - 2009 12 <sup>t</sup>
Franz Baumann - FB (DE)	Corp. Rep.	1 <sup>st</sup> 2007 01 - 2009 12

Guests: Graham Beastall (GB) (IFCC President), Andrew Lyon (AL) (IFCC Web Editor), Lisa Ionescu (LI)(IFCC Office)

Apologies: Ellis Jacobs, Thanh Van Ta

## 10.0 Agenda and Minutes

10.0.1: The meeting opened at 08:30 AM by KA. EJ could not attend the meeting, his father having recently passed away and TT could not attend the meeting because of a visa issue. KA welcomed everyone, especially GB and thanked him for taking time to attend the CPD-EC meeting. AL was also welcomed and it was mentioned that his presence is of outmost importance as the Website is awaiting novel solutions.

ED will act as secretary for this meeting and LI will take down the action items.

10.0.2: A typographical correction to the agenda is requested at item 10.3.3.5: NBU should read CNPU.  
The agenda is accepted unanimously.

10.0.3 The provisional minutes of the June meeting in Innsbruck were approved with the understanding that minor typographical errors will be corrected. An executive summary of these minutes will be placed on the website. KA will ask EJ to prepare it.

10.0.3.1 Review of action items

The action items will be covered in each individual reports where applicable.

10.1 Activities and Reports

10.1.1 Report of the Chair (EJ)

In the absence of EJ, KA summarized the action items that have been completed or undertaken since the last EC meeting in Innsbruck. They mostly concern the Website and distance learning issues. Those related to the Public Relation Committee are summarized in the PR-C Chair report.

10.1.2 Report of the Vice-Chair (KA)

- a) See report of Committee on Public Relation.
- b) KA has been helping with website issues and has participated in a number of telephone conferences. He has also been instrumental in bringing in Dr Andrew Lyon as web Editor.

10.1.3 Report of the Secretary (Liaison with EMD) (TT)

- a) The newly appointed secretary being absent, no formal report is available. However KA mentioned that TT has already given brief comments on the e-learning program. They are as follows:

It is generally a good software for distance learning, however there are some issues:

- There seems to be no portfolio for learners
- The test for evaluation is not convenient
- There are no database and documents for learners
- There is a need for translation in local languages
- There is a need for a user manual especially for people in remote areas
- There is a need for multimedia to increase the content
- The system is slowly accessible in Vietnam

10.2 Reports from Committees

10.2.1 Committee on Public Relations (KA)

10.2.1.1 Membership:

	<b>Position</b>	<b>Term and Time of Office</b>	
<b>Khosrow Adeli - KA (CA)</b>	Chair	1 <sup>st</sup>	2007 01 - 2009 12
<b>Magdalena Krintus -MK (PL)</b>	Member	1 <sup>st</sup>	2008 01 - 2010 12
<b>Loralie Langman - LL (US)</b>	Member	1 <sup>st</sup>	2008 01 - 2010 12
<b>Susan Matthews - SM (AU)</b>	Member	1 <sup>st</sup>	2008 01 - 2010 12
<b>Monica Spalvieri- MS (AR)</b>	Member	1 <sup>st</sup>	2008 01 - 2010 12
<b>Abdolamair Allameh - AA(IR)</b>	Consultant	1 <sup>st</sup>	2009 01 - 2011 12
<b>Oscan Erel - OE (TK)</b>	Consultant	1 <sup>st</sup>	2008 01 - 2010 12
<b>David Holt - DH (UK)</b>	Consultant	1 <sup>st</sup>	2008 01 - 2010 12

Chris Lam- CL (HK)	Consultant	1 <sup>st</sup>	2009 01 - 2011 12
Endang Hoyaranda - EH (APFCB)	Advisor	1 <sup>st</sup>	2009 01 - 2011 12
Fouad Harb - FH (Arabic Fed)	Advisor	1 <sup>st</sup>	2009 01 - 2011 12
Ana Leticia de Maselli (COLABIOCLI)	Advisor	1 <sup>st</sup>	2009 01 - 2011 12
Ian Watson (EFCC)	Advisor	1 <sup>st</sup>	2009 01 - 2011 12

An advisor from the newly created regional SA Federation will also be sought.

The second meeting of the PR committee was held in Innsbruck during the Euromedlab Congress in June. Four of the 5-committee members, including the chair, were in attendance at the meeting. In addition, 2 of the advisors as well as several CPD members also attended the committee meeting. Minutes of this meeting were circulated to all PR committee members and the action items are being followed.

The next meeting of the PR committee will be held on April 2010 in Corfu, during the IFCC General Conference.

#### 10.2.1.2 Activity Report (Also see section 10.4.7)

##### 10.2.1.2.1 Labs are Vital Campaign

A joint meeting of the PR committee was held in Innsbruck with new LAV representatives from Abbott.

The current focus/objectives of the LAV program are:

- Recognize and celebrate vital contributions of Lab Professionals
- Continue to develop online resources

The LAV program has also developed a number of metrics to assess progress:

- Unique site-visits
- Supporter Registration (conversion)
- Supporter Engagement (total actions)
- Email Activity
- Time spent on site (new metric)

Since the Innsbruck meeting, there have been no further updates from the Abbott LAV program. Abbott is ready to hand over the project to the professional community and would remain supportive. The PR Committee would be the recipient and operating body of the program. An advisory group should be created but its role should be defined

##### 10.2.1.2.2 IFCC Booths

Due to budgetary constraints, no one from the IFCC office will be sent to AACC Chicago meeting to staff the booth. Instead various IFCC officers and committee members will man the booth, which will be shared with de Gruyter (CCLM).

##### 10.2.1.2.3 Posters

Due to budgetary constraints, no one from the IFCC office will be sent to AACC Chicago meeting to staff the booth. Instead various IFCC officers and committee members will man the booth, which will be shared with de Gruyter (CCLM).

##### 10.2.1.2.4 Publicity at Meetings

The IFCC Poster will be posted during the Innsbruck meeting.

##### 10.2.1.2.5 Other Activities/Plans:

- a) A new PR brochure targeted to the general public, governments, industry, etc. is being developed and a draft was tabled for review. A discussion took place on the target

audience, the purpose and the level of language. The question was raised as of the efficiency of the brochure to attain the goals of reaching the political bodies and the general lay public. The success of Lab Test on Line was mentioned and it was commented that this avenue has better chances of highlighting the importance of clinical laboratories to public.

- b) Having National Societies and Regional Federations add bullet points on IFCC news and activities was mentioned as other promotional items for IFCC within the scientific community. This idea led to the development of a stronger presence of IFCC at National Society and Regional Federation levels by having presentations at their meetings. It was also raised that national representatives should be individuals who have a decisional level within these organizations.
- c) The idea was brought up to have the PR Committee write up clinical vignettes that could be submitted for public relations when there are foundations fundraising activities.
- d) Increasing the communications and the links within the IFCC different divisions and committees were also discussed, as this was perceived as being somewhat deficient. Among the tools proposed were a site on the website where exchanging ideas or comments could be placed, and a site for national and corporate representatives' forum. GB mentioned that he had asked Dr. Ian Watson to set up a workshop on tools for exchange during the General Conference in Corfu.
- e) KA mentioned that the PR Committee could also act as facilitator to have the Scientific Divisions developing and publishing laboratory practice guidelines. This would allow IFCC to assume its role as an umbrella and global coordinating organization of Laboratory Practice Guidelines. The SD and EMD are already producing high-level statements on specific subjects. These should however be better known to the scientific, political and lay communities.
- f) As a final point, the idea to create a warehouse for the existing clinical guidelines from different horizons was also briefly addressed. The question as of how such a warehouse could be maintained current was also mentioned.

GB proposed that the above subjects be discussed at the General Conference and that he would mention them in the plenary session.

### 10.3 Reports from Working Groups

#### 10.3.1 WG - eJIFCC (GS)

##### 10.3.1.1 Membership -

	<b>Position</b>	<b>Term and Time of Office</b>	
<b>Grazyna Sypniewska - GS (PL)</b>	Chair	1 <sup>st</sup>	2007 01 - 2009 12
<b>Borut Bozic -BB (SL)</b>	Member		
<b>Rajiv Erasmus - RE (SA)</b>	Member		
<b>Nilda Fink - NF (AR)</b>	Member		
<b>Daniel Sayed - DS (USA)</b>	Member		

Joaroslava Vavrova from the Czech Republic and Evelyn Koay from Singapore are no longer members of the WG.

### 10.3.1.2 Activity Report

a) eJournal themes for 2009 (Volume 20) Issues are:

- 1<sup>st</sup> - Proceedings from the 2008 Dubrovnik Course “New trends in classification, diagnosis and management of kidney diseases” - Published - 14 articles and editorial by Prof Topic
- 2<sup>nd</sup> - “Iron metabolism and its regulation” - Published - 4 original articles and 1 review Guest Editor - Prof Nilda Fink (Articles due May 28<sup>th</sup>)
- 3<sup>rd</sup> - “Standardization in Enzymology” - Being assembled Guest Editor - Dr Daniel Syed
- 4<sup>th</sup> - Potpourri and PSEP reports - some papers have already been received (1 original manuscript, 1 letter to Editor). It consists of articles on different subjects and of PSEP reports (4 reports are expected).

b) As previously reported, the application for indexing eJIFCC in Medline that was sent to NIH/NLM in June 7th 2007 has been denied (not high enough indexing priority) and comments were received from the indexing committee. The indexing committee asked that some issues be resolved before resubmitting for indexing. Among the recommendations is the need to develop a journal policy regarding ethics and have submission guidelines available on the website, also abstracts were missing from many of the articles. Suggestion was also made to expand the Editorial Board and remove non-active members. It may be that another classification than the classical scientific journal should be aimed at. The classification “Educational Journal” might be easier. The sections : Editorial board, Aims and scopes and Information for authors have been added and appear after clicking on the eJIFCC logo on the IFCC homepage.

c) A discussion on the orientation of the eJournal lead to the following proposals:

- There should not be thematic issues in the future as it is difficult to obtain enough manuscripts on a selected subject within a reasonable time.
- Have the content oriented toward practice issues and audits
- Look at the possibility of publishing poster presentations. Guidelines will have to be developed. One suggestion was to have award winning poster presentations at National Societies meetings, published.
- Look for practice oriented or technical briefs or clinical cases.
- List of the articles on the first page of each issue should appear with the author’s names.

### 10.3.2 WG - eNews (ED)

#### 10.3.2.1 Membership

	Position	Term and Time of Office	
Edgard Delvin - ED (CA) Hedili Adderrazek - HA (TU) Montserrat Blanes - MB (PY) Mabel Charles-Davis - MCD (NI) Spiroula Christou - SC (GR) Rajiv Erasmus - RE (SA) Sylvan Fabel da Fonseca - SF (BR) Xavier Fuentes Arderiu -XFA (SP) Damien Gruson - DG (BE)	Chair	1 <sup>st</sup>	2007 01 - 2009 12

Joseph Lopez - JL (MY)  
 Brguljan Meska Peka - BP (SI)  
 Stella Raymondo -SR (UY)  
 Rosa Sierra Amor - RSA (MX)

Magnus Hjelm , Morris Howard , Martha Sanchez Rodriguez , Sinha KP - KS & Mohammed Tinawi are no longer members of the WG

### 10.3.2.2 Activity Report

- a. The eNews- WG met in Innsbrück during the Euromedlab on June 8 2009 in the Congress Centre. Among the issues discussed were the lack of information as to the visit load and origin for the eNewsletter. This deficiency is however not unique to the eNewsletter, but is rather a systemic problem related to the IFCC website. This situation should be corrected as soon as the new website will be up and running. It should then possess user-tracking devices that could be used to analyze users' navigation behavior.
- b. The members also mentioned that the liaison with Divisions and Committees should be enhanced in order to have more information to publish in the eNewsletter. Letters reminding the Chairs to provide news items should be sent on a regular basis to attain that goal.
- c. A letter has been sent out to current members of the eNewsletter working Group asking them whether they agree to stay on the Committee for the next 3 years on the proviso that they engage themselves to provide at least 2 news items a year.
- d. It was agreed that the news items will be short, approximately ½ page, informative and that they will reflect activities and opinions of Member Societies or Associated Federations.
- e. In 2009, the eNewsletter has been published on a bimonthly basis and all information were transferred to the LabMedica International, with which a productive and cordial relationship is entertained.
- f. It was suggested that a letter be sent to the EB members to ask to provide agenda items to be included in the eNewsletter. The same was proposed for Divisions and Committees. It was suggested that an invitation be also sent to National Societies and Regional Federations to provide News items. It was also suggested to to create reciprocal links to different eNewsletters.

### 10.3.3 WG - Internet & Distant Learning

In the absence of TT, KA summarized the activities of the WG and website

#### 10.3.3.1 Membership -

	Position	Term and Time of Office	
Thanh Van Ta- TT( VN)	Chair	1 <sup>st</sup>	2009 01 - 2011 12
Andrew Lyon -AL (CA)	Member		
Petr Kocna - PK (CZ)	Member		

The CPD-EC approved the appointment of Andrew Lyon as Web Editor and member of the WG-IDL and Petr Kocna, current Chair - EMD Committee on Distance Learning, as a member of the WG-ILD.

It is recommended that Internet & De-learning WG members should be appointed rapidly as both the website and the distance learning program are priority item for the EB. Members of the CPD - EC are asked to suggest names of individuals that could be interested in participating.

10.3.3.2 Office Email/IT systems - No issues were raised, all seems to be working smoothly.

10.3.3.3 Status of New Website

The present contract with M De Marchi has been cancelled and 2 tenders have been submitted to develop the new website. However no action has taken place in regards to the adjudication of the contract. At the present time Mr. Danilo Nassaro is taking care of the daily problems and requests. A long-term solution has to be envisaged. A number of avenues are envisaged from a complete farming out to an association which has generated a performing website to having IFCC own its own server. No firm decision is taken at this point.

AL suggested that website standards and framework should be defined before going ahead. The flexibility, the philosophy underlying the website (centralized versus decentralized management of content), and the responsibility of changes within specific areas are all elements at stake before taking a decision. The needs should be defined through a thorough consultation of the partners involved. A budget should be prepared for the identified needs. The recommendation from the CPD should be forwarded to the EB.

On a practical basis, a budget sufficient to support the website with Danilo as the manager should be provided for 1 year. Meanwhile, no major changes should be envisaged. AL should look after the activities related to the website in the interim period. He is also asked to provide a line of conduct for the CPD meeting in Corfu in April 2010.

10.3.3.4 Databases/Database Management (NBU, EBLM, ECD) Discussion was postponed.

10.3.3.5 Website statistical Report - Not provided, will be sent electronically

10.3.3.6 Open and Closed([private) Forums - Discussion was postponed.

10.3.3.7 Distance Learning Programs

KA remarked that the documentation was accessible only through the Siemens website although the initial agreement stipulated that it would be available on both the IFCC and Siemens websites. KA mentioned that a teleconference with the Siemens' representative would be called soon in order to clarify the situation. He also mentioned that a survey conducted in Vietnam and to which 5 users responded, revealed that the site needed some improvements in terms of the ease of use. He commented that Siemens might not be as keen as at the time the program was launched. This may have to do with the present financial crisis. The EMD new program on ISO 15189 norms is not ready yet but would be available to put it up on the eLearning program if Siemens was interested.

The question was raised as whether Siemens would be interested in eLearning programs spearheaded by IFCC through the EMD and SD. GB mentioned that IFCC would not like to be linked solely to Siemens for the eLearning modules. On the other hand, if Siemens were to

develop eLearning modules of their own interest, would they allow having them transferred to IFCC website or should we have a link to their website? Also slides for the teaching modules could be made available to individuals interested with the understanding that it would be for teaching purposes only and that the source would be acknowledged.

The possibility of having IFCC developing eLearning modules through the EMD and SD will be considered within the next 6 months.

GB proposed the following options to be considered:

- Having the slides from the different modules downloaded with permission
- Developing links to other e-learning sources
- Having IFCC act as a broker or facilitator

The Committee members made the recommendation that the EMD, SD and CPD Chairs meet to plan the development of the elearning process and means of improving the accessibility. They also recommended that the Distance Learning Coordinator be the person carrying this project and that he should be assuming the leadership and also that this important program be assigned a budget.

#### 10.3.4. Working Group - Spanish (Ibero-American) Nomenclature and Translations

##### 10.3.4 WG - IANT (MB) (see separate report)

###### 10.3.4.1 Membership -

	Position	Term and Time of Office	
<b>Montserrat Blanes - MB (PY)</b>	Chair	1 <sup>st</sup>	2008 04 - 2010 12
<b>Enrique Abraham - EA (CU)</b>			
<b>Esteban Ferro - EF (PY)</b>			
<b>Paulo Nuefeld - PN (BR)</b>			
<b>Ana Padros - AP (SP)</b>			
<b>Angel Prieto - AN (GU)</b>			
<b>Carlos Roldan - CR (AR)</b>			
<b>Rosa Sierra Amor - RSA(MX)</b>			
<b>Carlos Wolf - CW (CI)</b>			
<b>Christina Ures -CU (UY)</b>			

###### 10.3.4.2 Activity Report

a) MB submitted a written report which is attached to these minutes. It consists of the minutes of the last WG meeting in Innsbrück.

#### 10.4 Reports on Publications

##### 10.4.1 Documents from Committee & Working Groups - Report of Publications Coordinator.

No report is available at this time

##### 10.4.2 Monographs

The monograph “Classical Calculations and Statistics” is not available for advertising as there is no bookstore on the website.

##### 10.4.3 Books

- a) Silver book revision is being worked on and should be completed by next year

#### 10.4.4 Conference Proceedings

- a) There are no proceedings available for the Post-Graduate Course on Thyroid Disorders.
- b) The Bergmeyer Conference proceedings will be published around August 2010.
- c) GS mentioned that the proceedings from the European Conference on Pre- and Post- Graduate Education (Warsaw March 25-27<sup>th</sup>) might be available in 2010.

#### 10.4.5 Annual Report

LI mentioned that all National Societies and Regional Federations Representatives have been contacted to obtain the respective annual report to be posted on the IFCC website.

#### 10.4.6 Handbook

The 2009-11 version of the Handbook is being readied for the printer and the Chair of the CPD-EC is to see to the proof-reading.

#### 10.4.7 Public Relations Materials

##### 10.4.7.1 Milestones Brochure

The brochure has to be modified to include the newly created Regional Federation of SA. IT should also include the collaboration with other clinical laboratory specialists: microbiologists, hematologists, pathologists.... The Milestone brochure will be updated as needed. AL proposed himself to write a page on IFCC for Wikipedia. This tool is frequently visited and therefore should be an excellent site for PR.

##### 10.4.7.2 PR Brochure

- a) The English version of the IFCC was revised and updated following the election of the new president and council. The updated brochure was finalized and printed by the IFCC office in Milan. The brochure was circulated at the Euromedlab meeting in June.
- b) With the assistance of the German and French Clinical Chemistry Societies, both German and French translations have now been completed. The Arab Federation has also assisted to translate the brochure into the Arabic language. This has now been completed and in the production stage.
- c) An updated Chinese translation has also been completed with the help of Dr. Qing Meng. This has now been completed and printed.
- d) An updated Spanish brochure has been completed with the help of MS and is in production for distribution at an upcoming conference in Santiago.
- e) Russian translation of the IFCC brochure has also been recently completed with the help of MK. This has been forwarded to the IFCC office for production
- f) Plans are in place to arrange Japanese translations of the brochure as well.

##### 10.4.7.3 Key Directory

On hold

##### 10.4.7.4 Powerpoint Presentation

- a) The PR committee has helped develop a short standard presentation for use at member society membership meetings.
- b) After extensive review and consultation, the final version of the slides was approved by the CPD and EB.

- c) The final version of the PR slide presentation has now been made available to all PR committee members and all IFCC member countries for future presentations at local, regional, and international conferences, to promote the IFCC organization.
- d) GB will provide a new slide set on the importance of Clinical Chemistry in laboratory medicine with respect to medical decision. KA will contact GB regarding this project.

## 10.7 Related Journals

### 10.7.1 Meeting of Editors/Publishers

#### 10.7.1.1 Innsbruck 8 Jun 09

KA submitted his report on the last Editors' Meeting that was held in Innsbruck. He mentioned that Clinical Chemistry was allowing the translation of review papers and suggested that this philosophy be expanded to other journals. ED mentioned that Clinical Biochemistry has recently granted a similar permission for a Russian Journal. It is felt that this attitude could improve to visibility of journals and possibly increase their Impact Factor by having an increased readership and citation rate.

It was suggested that IFCC could act as a facilitator in having all journals related to Laboratory Medicine abiding to the guidelines for publication. In that respect it was suggested that the slides presented at the workshop on publication Ethics in Fortaleza be transformed into guidelines that could be posted on the IFCC website. It would have however to be in synchrony with those of the National Library and Medline. The World Association of Medical Editors guidelines should also be consulted. ED has proposed to look into these possibilities.

A collaboration with the other medical laboratory specialists is also encouraged.

10.7.1.2 Seoul Oct 10 -The list of editors and publishers should be reviewed and updated before invitations are sent out for this meeting.

### 10.7.2 Journals

#### 10.7.2.1 Clinical Chemistry & Laboratory Medicine (CCLM)

Continues to be the official journal of the IFCC & EFCC

#### 10.7.2.3 Labmedica International (LMI)

ED reports that the relationship with LMI continues to be good with no issues.

#### 10.7.2.4 Acta Bioquimica Clinica Latinoamerica

No translation requests have been received since the last meeting.

## 10.8 IFCC Bookstore

It was proposed that IFCC acts as a link to other bookstores (National Societies, Regional Federations)

## 10.10 Corporate Member Activities (FB)

- a) FB reported that the Bergmeyer Conference Program had been developed with the SD and that program was complete. Proceedings of this conference will be published.
- b) FB also mentioned that the benchmarking exercise on the communication within IFCC and with National Societies, Regional Federations had been withheld as the website issue is not resolved as yet. GBI informed the Committee that Dr. Ian Watson is developing a survey on communications

within IFCC and that he plans to use the Monkey Survey system. This information illustrated the poor communication between different Divisions and Committees.

## 10.19 Meetings

### 10.19.1 Symposia

10.19.1.1 APCB Congress, Seoul, Korea, October 2010 - “Electronic Communication and Distance Learning” approved ; Presentations:

Website as an Educational Portal - Prof Jacobs

eJournals & eNewsletters - Prof Sypniewska

On-line educational/training modules - Prof Adeli

Webinars, streaming media, blogs, and other e-communications - Prof Ta

10.19.1.2 WorldLab Congress, Berlin, Germany, May 2011 - joint with EMD “ Distance Learning and the IFCC” - submitted

10.19.1.3 A proposal for a workshop on Publication Ethics will be prepared.

### 10.19.2 Future CPD EC Meetings

10.19.2.1 Corfu, Greece (General Conf)

16-20 Apr 10

CPD-EC will meet on the 16<sup>th</sup> & 17<sup>th</sup> AM

C-PR & WG-eNews will meet on the 17<sup>th</sup> PM

10.19.2.2 Seoul, Korea (APCCB)

2-3 Oct 10

## 10.20 Membership

The possibility of having the Web Editor become a member of the CPD-EC, as it was formerly, was raised and discussed. It was unanimously accepted that meanwhile he be invited to the CPD-EC meeting to insure good and consistent communications especially as we move ahead in stabilizing the current website and then look into developing a new website

The concern that the term of service (without option for renewal) of all members of the Committee, with the exception of TT, expires at the same time was raised. This jeopardizes the possibility of having an effective transmission of the knowledge from one executive to another. All members present agreed to a potential change in terms of service, and that a staggering of term of office would be put in place.

It was also agreed that responsibilities of the Publication Coordinator and of the Secretary should be re-examined.

The meeting was adjourned at 10:00 on Oct 25.