

International Society of Bionic Engineering

Minutes of the Executive Board of Directors

(14th April, 2012, Bath, UK)

Members of the Executive Board of Directors:

Present:

President: Julian FV Vincent, University of Bath, UK
Standing Vice-President: REN Luquan, Jilin University, China
Vice-President: Michael R. King, Cornell University, USA
Vice-President: Thomas Stegmaier, ITV Denkendorf,
Germany
General Secretary: LI Jianqiao, Jilin University, China

Absent: None

Quorum present: 2/3

Others Present (Nonvoting Representatives) :

National Representative: ZhANG Shunjun
Director, Office of Secretariat: WANG Runmao

The meeting was chaired by Julian Vincent

1. Report on progress provided by General Secretary LI

--**The Society Logo.** The logo design collection of the International Society of Bionic Engineering had been examined by all the society members. The best design was submitted to all the Members of the Executive Board of Directors and revised further. The logo is used on the website and formal documents of the society.

--**The Society Website.** ZHANG has done a lot on the website. Members of the Executive Board of Directors made comments. The website was launched in April 2012 with copyright owned by the ISBE.

--**To Assist the International Bionic Engineering Conference 2011 in Boston, USA**

The conference is associated with the *Journal of Bionic Engineering* published by Elsevier and is the official title of the International Society of Bionic Engineering.

We three from Jilin University attended the meeting, but two persons from Journal of Bionic Engineering failed getting the visa. KING will send an invitation letter for

them to go to the USA for a visit this year.

ACTION: KING

--Office of the Secretariat, ISBE.

WANG Runmao is the office director,

TIAN Ximei whose major is Bionics

GAO Yue whose major is English Language.

Jilin University pays their salary and will continue to support the office. The three office rooms with the Fax machine, Telephone, copymachine and etc. are located in the south campus of JLU.

2. Discussion on the website

KING, STEGMAIER and VINCENT said that having two logos on the website was confusing after brief discussion, all members agreed to remove the one on the top-left and keep the formal one on the website.

--*Setting up a discussion section for members.* LI said that we can communicate by e-mails, because we have some volunteers in the office. VINCENT suggested that Twitter be used and it should be mirrored to the discussion area of the website.

ACTION: ESTABLISH A TWITTER ACCOUNT FOR THE ISBE

--*Links to related websites:* LI said that it is necessary to do this and he suggested that we may select some and discuss them. KING added the society website to the Wikipedia entry on bionics. We are still listed there as the first external Link.

ACTION: INSERT LINKS TO RELATED WEBSITES & SOCIETIES (DIRECTORS TO SUGGEST)

[note for ISBE office / WebMaster. It is considered polite to request agreement when creating a link to another website. The link can be reciprocated by the other website]

--*A 'visitor count' on the home page.* to report how many members visit the website.

ACTION: VINCENT TO ADD THIS FUNCTION TO THE HOME PAGE

-- *'Collaboration' and 'Technology Transfer' pages need to be regularly updated.* VINCENT said that the "Collaboration" section should include not just the collaborations, but give information on the collaboration. ZHANG suggested that members could list their interests in this part and call for partners.

3. Suggestions from Secretariat

-- LI suggested that VINCENT should have an address on the homepage according to the practices of other sites because he is the president of the society. He also suggested that the photos of the Members of the Executive Board of Directors should be on the website with a brief introduction.

ACTION: ISBE OFFICE TO REQUEST PHOTOS AND PUT THEM ON THE WEBSITE

--*Discussion on what bionic engineering is* Bionic should be included in bionic engineering, so “What is bionics?” on the website should be replaced by “What is bionic engineering?”, and “What is Bionics” will be linked ” .

--King announced a link. He has put our website in a media.

Further possible activities

--Vincent suggested that ISBE and the Institution of Mechanical Engineers should establish a partnership. This could increase the long distance-learning program for raised our society’s reputation. The Directors discussed possible teaching methods, textbooks etc.

ACTION: VINCENT TO DEVELOP PARTNERSHIP AND LEARNING

ACTION: VINCENT TO REPORT ON PROGRESS AT NANJING IN 2013

4. Academic activity

-- *International Workshop 2012, Zhangjiajie, Hunan Province, China*

LI gave a brief introduction to the workshop and said it would be announced on the ISBE website.

ACTION: ALL DIRECTORS TO SUGGEST KEYNOTE SPEAKERS

--*on The Fourth International Conference of Bionic Engineering ICBE’13*

LI gave a brief introduction to the conference. Directors asked who decided the time and venues of the Conference? REN said that until now three conferences had been organized every two years, but a new rule that every three years a conference will be held comes from the statutes of the ISBE. In the conference of 2010 in Zhuhai, Nanjing Aeronautics and Astronautics University applied for the conference of 2013. Any universities or institutions coming from ISBE have the right to apply for the next one. The secretariat of ISBE will make an announcement in the website, and the applicants can submit their application to the conference committee of 2013. The decision will be made by the Executive Board of Directors.

ACTION: ANNOUNCEMENT TO BE MADE ON THE WEBSITE

ACTION: NAAU TO SUBMIT ADVERTISING INFORMATION TO

ELSEVIER AND JBE; ALSO TO ISBE FOR THE WEBSITE

All the members agreed to this conference date: 6-9 September, 2013

5. Setting up the professional branch

LI suggested establishing a professional branch. This suggestion was rejected as unnecessary.

Other business

VINCENT suggested that everyone should have a copy of Statutes of the Society and review it together. All the members reviewed section 19 and 20, in fact the number of the board in the website is not matched with the statutes.

All the members agreed to change the section 19 and 20 after checking.

LI said that the new President will be elected in the conference 2013 according to the statutes.

REN suggested that the Editor of the JBE should be a member of the Directors of the ISBE. He later retracted this suggestion.

Regarding a budget, LI reported that the secretariat gets financial support from Jilin University. All the expenses are fully paid by Jilin University. We have employed a part-time accountant. The budget will be reported in the next meeting of the Executive Board of Directors by the secretariat.

VINCENT proposed that the meeting of the Executive Board of Directors should be held once a year. **AGREED.**

KING suggested that the word “unanimous” should be changed into 2/3 in section 14, 19, 23 of the statutes. **AGREED.**

REN thanked all the members attended the meeting even though everyone was busy and thanked them for their support of the ISBE. He spoke about present academic activities and research fields in Jilin university. He hopes to get more support from members and have more cooperation with more members of ISBE. He wished that ISBE will get great development step by step.

Meeting ended at 6:10 p.m

Minutes submitted by Director of the Office of Secretariat, WANG Runmao