



European Society of Toxicologic Pathology e.V.

Minutes of the Annual General Assembly held on 23rd September 2015, 6.00-7.55 p.m., Guildford, UK

45 members attended

1. **Welcome and Introductory Remarks**

The meeting was opened timely by the Chairman, Jenny McKay, who welcomed the members to the meeting and stated that the invitation had followed the rules set by the constitution and thus the assembly had a quorum.
2. **Approval of Agenda**

The agenda was approved by the membership and the Executive Committee (EC).
3. **Approval of Minutes of Annual General Assembly, 2014, Berlin**

Minutes from the Annual General Assembly (AGA) Berlin 2014 had been pre-circulated by email and were approved by the membership and the EC.
4. **ESTP Highlights and Achievements of Past Year**

The Chairman thanked the executive committee for their work and energy. The annual report of the executive committee had been pre-circulated.

The work of the ESTP during this year was centred on core activities but also included some new activities. The support of young scientists is a very important aim of our society and has been achieved by educational activities and by strong links with our sister and other scientific societies.

Core activities were:

- INHAND initiative for standardized nomenclature. ESTP representatives are Wolfgang. Kaufmann (will be stepping down), Thomas Nolte, Susanne Rittinghausen and Rupert Kellner.
- Classic Examples: 111 scientists attended this year's course. The slides for six presentations had been scanned this year.
- Annual Congresses of the ESTP. The next conference will take place in Barcelona (2016). In 2017 a Cutting Edge congress in collaboration with ESVP, ECVP and SFPT will take place in Lyon.
- International cooperation with IFSTP (Hans Harleman is ESTP councillor for IFSTP).
- Regular meetings with all presidents of international Tox Path Societies in order to achieve and maintain strong partnerships;
- This year's meeting as a good example of close collaboration with BSTP and with IATP (satellite course). The support of IATP and especially Bob Maronpot is gratefully acknowledged.

New activities:

- Committee of clinical pathology and biomarkers, chaired by A. Diaz-Bayon, contributing to the program of our annual congresses ;
- Support of the 2015 ECV/ESVP summer school by sponsoring one speaker and by presenting our Society and career possibilities in toxicologic pathology (presentation by Anna Maria Giusti).
- Webinars: 3 webinars were organized by the Pathology 2.0 group. ESTP intends to organize more webinars for training courses and for this will collaborate with other societies.
- ESTP International Expert Workshop on "Adversity" (see Agenda point 16).
- ESTP professional survey (see Agenda point 17).
- Communication within our Society. This was achieved by regular newsletters (continuous effort of Zuhel Dincer as editor gratefully acknowledged), as well as by regular updates of our website (work by Rupert Kellner as technical support, by Annabelle Heier for information about continuous education and of all contributors is gratefully acknowledged).
- Enquiries about possibilities for a Society Journal.

The Chairman thanked the scientific and local organising committees, the director of the Surrey Vet School for letting the ESTP hold the conference here and Solution Office for the organization.

5. Questions & Answers: Pre-Circulated Reports of the Executive Committee

There were no questions on the pre-circulated reports.

6. Report of Local Organising Committee

Vanessa Schumacher presented the work of the scientific organizing committee and the local organizing committee (both were joint ESTP/BSTP).

The scientific program consists of an IATP Satellite Symposium, sessions on Cell Pathology, Gene Therapy, Stem cells and Regenerative Medicine, Animal Models, Clinical Pathology and Innovative Tools and Techniques. Out of 177 congress participants almost 50 % are ESTP members, 42 % are non-ESTP members and 8 % are students. Main nationalities participating are British, German, Swiss and French. The US and Japan were also represented. 50 people registered for the IATP session.

The present income consists of delegate fees and sponsoring/exhibition fees and currently represents 93.000 €. Taking into account all expenses (96.000 €), the congress budget is almost balanced.

- 7. Questions & Answers: Pre-Circulated Reports of Committees and Councillors** There were no questions and comments. The membership generally approved the reports submitted by the executive committee and committees and councillors.
- 8. Financial Report** The financial report was presented by the treasurer Matthias Rinke. He explained the details of the credits and debits to the membership.
- The balance on the ESTP account on 31st December 2014 was a credit of 78.115,40 €. The most recent balance of the Society's account on 3rd August 2015 was 79.400,79 €. From this sum the treasurer has now invested 50.000 € on a 3-month savings account.
- The Treasurer then presented the membership situation. Out of 298 members 28 regular members have not yet paid fees for 2015. Some retired and student members have also not paid yet. These members will be contacted and informed of the risk they might be excluded from the Society when not paying for more than one year.
- There were some questions concerning the costs for the adversity workshop, and the question whether the registration fee for audience should have been higher. The Treasurer and Secretary explained that the costs incurred were related to reimbursement of travel costs for six international experts (USA, Japan). The board had agreed to invest some money for this activity which is of high actual interest to our profession. As the event was a discussion and not a professional training course, it was felt that no higher contribution could have been asked from the audience.
- 9. Report of the Auditors (Exoneration of EC)** Wolfgang Kaufmann reported for the auditors (W. Kaufmann and A. Schulte) that they had checked all balance sheets and confirmed the adequacy of the financial presentation. The auditors confirmed that they had found the accounts in excellent order and recommended their acceptance.
- The members accepted the accounts unanimously and approved the activities of the board. The EC has herewith been exonerated.
- 10. Confirmation of Auditors** The membership approved of the continuation of Wolfgang Kaufmann and Agnes Schulte as auditors.
- 11. New Members** The Secretary presented a list of new members which had been accepted by the executive committee during their monthly teleconferences, based on reference letters and CV. These new members were confirmed unanimously by the membership:
- Anne-Laure Bauchet 22 October 2014
 - Serge Zander 22 October 2014
 - Sabrina Schröder 26 November 2014
 - Anja Kipar 22 April 2015

- Ang Wang 22 April 2015
- Isabel Bericua 27 May 2015
- Patrizia Cristofori 22 July 2015
- Francesca Sanvito 22 July 2015
- Thomas Rosol 26 August 2015
- Philipp Olias 23 September 2015

12. Vote on Amendments to ESTP Constitution

The Secretary presented proposed amendments to the ESTP constitution (see appendix). These had been circulated to the members prior to the AGA and consisted of some details which had already been discussed and applied in the previous year but now required formal acceptance by the membership.

The proposed changes concerning the **membership (§5)** were:

- to delete the possibility of member status for corporate bodies or sponsors as there is no realistic need for this;
- to install a student member and retired member status with reduced fee, in order to correspond to an increasing demand of these membership types;
- to delete specific conditions for sister society members which were applicable only during a transition period.

The proposed changes concerning the **Executive Committee (§7)** were:

- to increase the number of possible councillors and modify designations of some councillors in order to gain flexibility with the set-up of new committees and working groups;
- to delete two ambiguous statements concerning electronic or mail vote.

There were no questions. The membership voted unanimously in favour of all proposed constitutional changes.

13. Proposal/ Nomination of Representatives for Sister Societies/ Other Bodies

The Secretary presented this topic to the members. Currently there are four societies which are or can be represented in the ESTP:

Dutch Society –Eveline de Rijk
 French Society SFPT – Erio Barale-Thomas
 Hungarian Society - György Selenyi
 British Society BSTP - currently not represented

Franck Chanut had stepped down as BSTP representative, and BSTP wishes to be now represented by Peter Hall. For this he will join the ESTP as member as soon as possible

14. Election/ Ratification of Representatives

According to the constitution the Secretary asked the members to ratify these sister society representatives. The members ratified the representatives.

15. Options for Affiliation to a Society Journal

The Chairman presented the background of the question of Society Journal. In 2011 the society put an end to the contract with Elsevier for the ESTP Journal (Exp. Tox. Pathol.). In an anonymous questionnaire the membership had expressed dissatisfaction with the Society Journal at that time, but by majority had been in favour of a future journal affiliation with Toxicologic Pathology (STP/BSTP journal) or the Journal of Toxicologic Pathology (JSTP journal).

The executive committee has now more thoroughly evaluated these two journal options and presented a detailed comparison. On this basis, an electronic membership vote approximately 2 weeks after the AGA was suggested, voting on:

1. ESTP should have a society journal via liaison with STP/BSTP (Tox. Path.) or JSTP (J. Tox. Path.): YES; NO; ABSTENTION
2. If a liaison is signed for a society journal, this should be for: A Tox. Path.; B J. Tox. Path.; C ABSTENTION

The membership put some questions, among others concerning the handling of print copies and of journal fees in case of double or multiple memberships. Besides the individual advantage of a highly recognized scientific journal for each of the members it was stressed that there would also be a strong benefit for our Society as a whole in that the Society would have space for announcements and would see its international visibility considerably increased. Proportional implication of the ESTP in the editorial board of either journal will have to be evaluated further.

Affiliation to either journal will not impact the membership fee immediately. The Treasurer suggested to maintain the current fee at 100 € and 35 € (students/retired members) until the next AGA and discuss it then. The membership agreed with this proposal.

16. Report on 4th ESTP International Expert Workshop: "Adversity"

Gabi Pohlmeyer-Esch and Wolfgang Kaufmann (co-chairs, together with Xavier Palazzi) reported on the 4th ESTP International Expert Workshop on "Adversity". At the AGA 2014 ESTP had committed to organize a series of practical workshops to provide bench pathologists, toxicologists, regulators and any actors engaged in the risk management arena with organ-and/or lesion-specific recommendations on when and how to consider a histopathological finding adverse.

The experts of this workshop came from different societies (ESTP/BSTP/STP/JSTP), countries (France, USA, Germany, Japan, Denmark) and work areas (pharmaceutical and (agro)-chemical industry/CROs/regulatory agencies).

Six preparatory teleconferences took place in order to define subtopics, and some presentations by workshop members were held. A 1.5-day face-to-face discussion was hosted by Sanofi (Alfortville, France) with an additional audience of more than 20 European pathologists/toxicologists.

The achievements were or will be:

- A consensus "working" definition of adversity for toxicologic pathology;

- A clarified structure of the step-wise process to determine adversity, acknowledging the necessity of case-by-case considerations;
- Availability of all presentations are available on the ESTP website;
- Presentations at two webinars which have already been announced;
- Presentation of the results in posters at the ESTP and STP congresses;
- Publication of workshop results in Tox. Path., within the next months.

Gabi thanked Xavier as local organizer of the workshop. She presented also future plans for adversity workshops. The possibility to hold the next workshop as a satellite event after the congress in Barcelona is currently evaluated with Solution Office. The topic will be "Adversity of lysosomal storage". In addition, during the congress in Barcelona, there will probably also be a brainstorming session in order to implicate members in the process to determine topics and work modes for future adversity workshops.

17. Survey about Toxicologic Pathology in Europe

Erio Barale-Thomas presented the survey (initiative of Lars Mecklenburg). There will be several parts to the survey, among others to collect salary information, demographic data and information about evolution of our work areas. The questionnaire will be completely confidential as an independent company (P.N.Lee Ltd.) will both run and evaluate it. The French society SFPT will make separate use of the survey and will bear costs proportionally. The Secretary will announce the survey to the membership before the survey will then be e-mailed by P.N. Lee Ltd.

18. Presentation of 2016 Meeting in Barcelona

Thierry Flandre, who co-chairs the SOC together with Anna-Lena Frisk, presented the planning for next years' ESTP congress. It will be held from 20th-23rd September 2016 in Barcelona, Catalonia, Spain. The topic will be "Adverse or Not Adverse – Assessment and Consequences". The provisional program is as follows:

- Plenary sessions with examples from selected organ systems (thyroid, lung, kidney and lymphoid system);
- Biomarkers of adversity in the above organ;
- Translation of adverse effects into risk assessment for humans;
- Outcome of adversity issues from a regulatory perspective;
- interactive INHAND and case presentations;
- An IATP satellite session will precede the congress

The conference will take place in the Hotel Avenida Palace, located in the city center of Barcelona.

19. Any other Business

In the absence of Thomas Nolte, the Treasurer informed the membership that the Classic Examples will take place next year in Hannover again. The Chairman closed the meeting in time and wished the members a happy evening.

Gabriele Pohlmeier-Esch
Secretary, ESTP

Jenny McKay
Chair, ESTP

appendix: suggested changes to the constitution

Constitution of the European Society of Toxicologic Pathology e.V.

Suggested changes, AGA, Guildford, 2015

A Reasons for proposed changes concerning membership:

- delete the possibility of member status for corporate bodies or sponsors as there is no realistic need for this;
- install student member and retired member status with reduced fee, to correspond to an increasing demand of these statuses;
- delete specific conditions of sister society members which were needed only during a transition period.

Original text with proposed changes:

§ 5 Membership

1. Memberships are

a. Full member

Any individual ~~or corporate body under private or public law~~ may become a member who is a university graduate and works, or has worked, full-time in the field of toxicologic pathology. An individual ~~or corporate body under private or public law~~ may also become a member who is a university graduate and does not work full-time in the field of toxicologic pathology, but cooperates intensively with it.

b. Student member

~~Individuals in education may apply for a student member status at a reduced membership fee. For justification of the student member status, individuals must be enrolled full- or part-time in a professional veterinary or medical training program, or a graduate degree, residency or postdoctoral training program. This must be confirmed by an official document of the respective institution. Completion of the training period has to be announced to the ESTP Secretary. Student members then may apply for full membership.~~

c. Retired member

~~Members who have fully retired from the field of toxicologic pathology may apply for a retiree member status at a reduced membership fee. A personal statement about full retirement has to be sent to the ESTP Secretary.~~

2. The written membership application addressed to the chairman is to be accompanied by letters of reference from 2 members-

3. New members are approved by the annual general assembly on the recommendation of the executive committee.

~~4. Applications for membership from persons who are already member of a sister society in Europe do not need to be accompanied by letters of recommendation for a transitional period until December 31, 2006. These applications will be decided by the executive committee and the new members will be introduced to the membership in the following general assembly.~~

~~5.4. Sponsoring members can be accepted by the executive committee.~~

~~6.5. Honorary membership may be bestowed upon individuals who have rendered outstanding services to the society by the annual general assembly on the recommendation of the executive committee.~~

~~7.6. Membership is terminated~~

- when a member dies,
- by a written note of resignation, addressed to a member of the executive committee; this is only possible at the end of the calendar year with 3 months notice,
- by expulsion from the society,
- after one year of non-payment of membership fees.

8.7. A member who has committed a serious offence against the interests of the society can be expelled from the society by a resolution of the executive committee. Before expulsion, the relevant member should have a personal or written hearing. The decision for expulsion is to be justified in writing and mailed to the member by registered mail with recorded delivery slip. The expelled member may address a written appeal to the executive committee within the period of one month after receiving the registered mail. The appeal will be decided upon by the annual general assembly. If the right of appeal is not exercised within the given deadline, the expulsion is binding.

B Reasons for proposed changes concerning Executive Committee:

- increase the number of possible councillors and modify designations of some councillors in order to gain flexibility with the set-up of new committees and working groups;
- delete two ambiguous statements concerning electronic or mail vote.

Original text with proposed changes:

§ 7 Executive Committee

1. The society's executive committee is comprised of a chairman, designated chairman, past chairman, vice chairman, secretary, treasurer, and up to ~~10-12~~ councillors. In the sense of § 26 BGB, the executive committee is represented by the chairman, vice chairman, and secretary. They represent the society in and out of court, whereby two of these three entitled representatives must act jointly. Note: Councillors should be
 - a. an IFSTP councillor,
 - b. ~~a councillor for our journal,~~ a councillor for digital pathology,
 - c. a university professor,
 - d. a councillor for the younger generation,
 - e. a councillor for electronic communication,
 - f. a councillor for classic examples,
 - e.g. other councillor(s) (specific tasks to be defined by the executive committee)
 - f.h. sister society representatives as detailed in 7.5.
2. The executive committee may coopt up to four (4) persons to attend committee meetings. These will not generally have a vote unless directed by the chairman.
3. Members of the executive committee are elected individually for a period of two years by the membership. The person elected as designated chairman becomes chairman after two years without election, and after a further two years past chairman without election. In case a designated chairman is not available to become chairman, the chairman is elected directly. If the chairman is not available to become past chairman, that position is not filled. No person can be elected to become chairman for a second term. An electronic or mail vote may be organised by the executive committee ~~if there is more than one candidate for a position. If there is only one candidate, he or she must be ratified by the general assembly.~~ If a member of the executive committee does not complete the term of office, the executive committee may choose a substitute member for the remainder of the term, however, the position of the chairman should be substituted by the designated chairman.
4. Members who have not worked full-time in the field of toxicologic pathology for at least 5 years cannot be elected to the executive committee (exception: up to 2 councillors).
5. Up to five (5) societies (or other established bodies) based in Europe that have similar objectives to those of the ESTP ("sister societies") may be invited to nominate a representative to act as a full ESTP executive committee member provided that:
 - a. The sister societies (or other established bodies) that are to be invited to be represented on the ESTP executive committee must be agreed by ESTP members at the Annual General Assembly every two years.

- b. The approved sister societies (or other established bodies) will be invited to nominate their representative who must be an ESTP member.
- c. The annual general assembly will vote to accept or reject the nominee ~~as part of the board member election procedure.~~
- d. The responsibilities of the sister organisation representative is identical to other executive committee members and is therefore to assist the ESTP in the pursuance of its aims and objects.

If there is no acceptable candidate from a sister society (or other established body) then a representative may be elected from the ESTP membership in order to liaise with that sister society (or other established body).

This is to ensure that the decisions of the ESTP executive committee are made with knowledge of the views, aims and activities of other societies.

- 6. There is no barrier to appointment to the executive committee in terms of race, religion, place of residence/work in Europe, gender or age.