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**Minutes TC ISES 2016**

Date: Tuesday January 26, 2016
Attendees: Yuri Bruinen de Bruin (chair), Lesa Aylward, John Cherrie, Natalie von Götz, Heidi Hubbard, Nicole Janssen, Judy LaKind, Jennifer Lantz, Dingsheng Li, Elizabeth Marder, Ana Rule, Theo Vermeire and Monique de Brabander (Congress by design)

**1. Approval Meeting Minutes December**

Minutes from last TC have been approved.

**2. Symposium submissions and abstract submission**

Received 64 proposals and over 400 talks: great score! Lesa noted that there is a nice diversity between US and Non-US proposals.

General abstract submission opens on February 1. The deadline that will initially be communicated is March 13, but we have already decided that the deadline will be extended with 2 weeks.
Yuri asks the TOC members to save space in the agendas to review the abstract in April. Exact dates will be communicated.

**3. Preconference courses / workshops**

Yuri explained that there will be a full course day about various exposure models. Suggestions for other preconference courses and workshops are welcome!

**4. Conference proceedings**

Proceedings will be published in JESEE.

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| **Themes** | **Confirmed** |
| Bridging Disciplines in Exposure Science to Inform Policy | Denis Sarigiannis and Bruno Hubesch |
| Connecting External and Internal Dose for Risk Assessment and Source Mitigation | Paul Scheepers and Kristin Isaacs are interested to take the lead together (co-lead) |
| Development and Harmonization of Exposure Assessment Methods, Databases and Models | Cian O’Mahony, Natalie von Goetz, Rose Zaleski |
| Emerging Chemicals: Innovative Approaches to Detection and Assessment | Ana Rule is interested. Yuri will see if someone from RIVM internally is interested to take the co-lead.  |
| Developing and Advancing Exposure Science Education Programs | Jim Bridges, Yuri Bruinen de Bruin, Elizabeth Marder |

**5. Committee Updates**

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| **Committee** | **Name** | **Update** |
| **Diversity Committee** | Ana Rule | Diversity: Women’s Networking event will probably take place in the University Hall in Utrecht. **Natasja / Monique** will follow up with Ana and confirm that the building is accessible for wheelchairs. Ana explained that the costs are very reasonable and we could end up making money on this event. **Lesa** will discuss with the board what will be done with s a surplus.**Jennifer** will send the sponsor list to Ana to identify potential sponsors for the Women’s Networking Event. Judy noted that last year’s sponsor will decide in February if they will sponsor again. Travel awards under review |
| **Plenary speaker Committee:**  | Paul Scheepers: | Christopher Wild, Director of IARC, has agreed. Other possible speakers are:* Annemarie van Wezel (not sure if she can attend)
* Gaud Pinel from France
* Dirk Heederik

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| **Student/New Researcher Committee** | Elizabeth Marder | **Elizabeth** noted that she does not have contact information of many European students and invites the other members to inform her about possible contacts. Natalie von Götz knows that students from her institute will attend and will send this information to Elizabeth.  |
| **Social Event Committee** | Yuri | LOOKING FOR A CHAIR for this committee. Proposals received for options for excursions. Under review.  |
| **IT Fair** | Tom Long | Ongoing, no news at this point |
| **Conference publication committee** | Jane will take the lead for this committee. | See above in the conference proceedings table. |
| **Sponsorship Committee** | Jennifer Lantz | 8000 dollar confirmed so far. Website logo’s updated. Teleconference call made. Excel sheet updated and actions divided.  |
| **Committee Fair** | Judy LaKind / Erin Haynes | **Judy** will contact Erin Haynes. Erin takes over from Judy. |

**6. Hotel information**

Information is posted on the website. Additional negotiations are ongoing to add cheaper hotels. However, attendees are free to explore options outside the room blocks already secured.

**7. Registration fees**

Registration fees will be published on the website by the beginning of February.

**8. Publicity making at home institutions**

Yuri told us that he published the ISES2016 meeting on the intranet of RIVM and that there were many response. Yuri invites all members to do the same within their companies.

Enclosed to these minutes you find web banners, the flyer and the poster. **Please spread these documents and if possible hang the posters in your institute.**

Twitter: Denis Sarigiannis is actively tweeting about ISES2016.

**Monique** will place the Social Media information on the website so that people can easily join the groups and or share information via their own accounts.