

Head and Neck Cancer InterGroup (HNCIG) MEETING

Saturday May 30 at 10:00 am – 12:00 pm (local Chicago time time)

Location – Hyatt Chicago Hotel, 151 East Wacker Dr, Chicago, IL
Room: Columbus G

Co-Chairs – Jan Vermorken & Danny Rischin

Rapporteur – Elisabeth Dupont

SUMMARY REPORT

Jan Vermorken and Danny Rischin welcomed everyone to the meeting. All participants briefly introduced themselves. Participant list is attached.

The minutes of the meeting held in Nice on February 12, 2015 were approved unanimously.

HNIG Mission and Goals, Membership and Governance

The HNCIG statutes 2015 document prepared by Jan Vermorken and Danny Rischin was revised by the group and submitted for approval. A copy of the revised document is in attachment.

The issue of the annual dues was discussed. Some members expressed their concern, as their cooperative group does not have any budget for such dues. Because of the need to cover some running costs (such as meeting costs), it was decided to leave the mention of the dues in the current version of the Statutes. The document could be amended later on if needed.

AoB

- The application to the EU COST action grant (EU-funded network to facilitate CT collaboration in H&N cancer) has been submitted by Hisham Mehanna. Selection will be announced in October 2015.

Next meetings:

- Alongside the European Cancer Congress 2015, Vienna, Austria on 25-29 September 2015
Proposed agenda: presentation by the members of their trials
- Alongside the 2016 Multidisciplinary Head and Neck Symposium, Scottsdale, Arizona on 18-20 February 2016

Role for teleconferences to be discussed.

Action items:

- | | |
|-------------|--|
| JV & ED | - To finalize the HNCIG statutes |
| JV & DR | - To design the mechanism for election of the Chair |
| All Members | - To nominate their representative to the Board |
| ED | - To organize a doodle for the date of the next meeting and to arrange for the booking of a meeting room |

