

SIVB BOARD OF DIRECTORS MEETING
Friday, October 3 and Saturday, October 4, 2014

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1.0 Introduction

Participants: Eugene Elmore (President), Barbara Doonan (Treasurer), Dwight Tomes (President-Elect), Allan Wenck (Vice-President), Dave Songstad (Past President), J. Denry Sato (Member-at-Large), Fredy Altpeter (Member-at-Large), Barbara Reed (Publications Chair), Nancy Reichert (Public Policy Chair), Shaimar Gonzalez (Student Representative), and Ningning Zhang (Student Representative).

Marietta Wheaton Ellis introduced Sarah Blazewicz to the SIVB Board of Directors. Sarah will be replacing Michelle Stevenson and is located in Raleigh, NC. Michelle is leaving the SIVB after ~10 years of Service, and she will be pursuing a Director of Meetings position with the American Chemical Society. Sarah has experience with planning smaller meetings and will shadow Marietta to gain experience for planning the SIVB meetings.

1.1 Adoption of Agenda:

Eugene Elmore asked the Board for any additions or comments concerning the meeting agenda. Barbara Reed recommended that we add the search for the new In Vitro Cellular & Developmental Biology-Plant Editor to the agenda (section 2.3). Barbara Doonan motioned that we adopt the agenda as written with the recommended amendment. The motion to adopt the agenda was seconded and unanimously approved.

Dwight Tomes motioned that the Board simplifies the documentation of who makes and seconds a motion. The minutes will reflect the motion that was made, the fact the motion was seconded, and the fact that the motion passed; without documenting the names of the Board members. This will simplify the creation of minutes when the secretary is not present at the Board meeting. The names will be recorded if a controversial motion is brought up before the Board of Directors. The motion was seconded and was unanimously approved.

1.2 Adoption of Minutes:

Eugene Elmore asked the Board to review the minutes from the June 2014 Board of Directors Meeting. The Board requested additional detail for section 5.2 (Journal impact factors), Section 6.3 (Long Range Planning Committee Update), and 7.0 (Section Updates). Action item: The minutes were not accepted. An updated version of the minutes with the requested changes will be sent to the Board of Directors for further review and approval.

1.3 Outstanding Action Items

Items 1 – 12 (February 2014 Board Meeting)

- 1) **Action item:** Bill Smith will follow up with the Section Chairs about a scientific profile for a new recognition program as a “Featured Scientist” in the *In Vitro Report*. Ongoing, Michael Fay to confirm completion and removal from the list of action items. **Update:** The In Vitro Report is currently featuring SIVB member scientific profiles. **This item can be removed from the action item list.**
- 2) **Action item:** The long range planning committee and the finance committees need to do a risk analysis about what to do with future meetings and how much risk do we want to undertake. **Updates:** The treasurer, Barbara Doonan, indicated that it was discussed that the SIVB not take on additional risk and that we should continue to run and finance meetings as we have been doing. **This item can be removed from the action item list.**
- 3) **Action item:** John Finer will follow up with IAPB so that we have a point of contact in the USA. Ask Mike Horn to appoint a proxy while he cannot manage the IAPB USA Chapter. John Finer tried to contact Mike Horn but couldn't. We are not sure where we stand at this time. Marietta Wheaton Ellis

- contacted German Spangenberg and John Forster but still has not had any contact. We are currently receiving money from members and sending them publications but do not know where to send money for IAPB. Marietta will attempt to contact them once more prior to their 2014 meeting. **Update:** Barbara Reed will take care of this item. She attended the IAPB Meeting and learned that their Board will select a USA correspondent. The SIVB will continue to collect money and keep the IAPB membership option. When we learn the identity of the new USA correspondent, The SIVB will take further action to deliver the IAPB funds. **This action item should be removed from the list of action items.**
- 4) **Action item:** Eugene Elmore needs to find an ad hoc committee to work on setting up the certification/education program. A report will be given at the June meeting. **Update:** Nothing has been done with regard to this action item, and Eugene will work with the Education Program and provide an update in the spring. **This action item is ongoing.**
 - 5) **Action item:** Brad will find an IVACS person to work with Dwight Tomes and Ted Klein on a gene editing special issue publication. **Update:** Dwight Tomes has not heard from Brad Upham, but he may contact Michael Dame, as Michael indicated he may be interested. Marietta Wheaton Ellis will send an email to Brad Upham, Ted Klein, Michael Dame, Dwight Tomes, and Barbara Reed to determine if any progress has been made on this action item or to determine if this action item should be removed from the list. **The email is sent. This action item should be removed from the list of action items.**
 - 6) **Action item:** Eugene Elmore will contact Paul Price, Dwight Tomes will contact someone from Plant, and Denry Sato will contact additional individuals concerning a special journal issue on the topic of stem cells. **Update:** Eugene did speak with Paul Price and he indicated that he is working on a stem cell review article. Eugene and Denry will follow up with Paul to let him know that the article could be included in the special stem cell issue of In Vitro Cellular & Developmental Biology-Animal. Dwight Tomes will contact William Gordon-Kamm, who works at Pioneer, and is speaking at the 2015 meeting on the topic of Plant Stem Cells. Denry Sato is recruiting additional authors for the special stem cell issue of In Vitro Cellular & Developmental Biology-Animal. Dave Songstad will contact scientists at the University of Iowa, where his daughter is currently a graduate student, to ask them to submit an article on the topic of stem cells and ophthalmology. This action item is ongoing.
 - 7) **Action item:** Dave to suggest to CAST Board for a booth or bag insert at one of our meetings and SIVB will do something similar. **Update: This item is being dropped as an action item.**
 - 8) **Action item:** Barbara Reed will talk with John Finer about how to improve the flow of papers so that more papers can be published in In Vitro Cellular & Developmental Biology-Plant. **Update: Barbara Reed updated the Board to indicate that this action item has been completed.**
 - 9) **Action item:** Dave Songstad needs to go to the Publications Committee and the Public Policy Committee about letting CAST publish in our Journals on policy issues. **Update:** This was talked about at the last SIVB Board meeting but was not discussed at a Publications Committee meeting. David Songstad did talk with the CAST Board and they have concerns over branding if they were to publish in SIVB journals. **As a result this probably will not happen and is being dropped as an action item.**
 - 10) **Action item:** Bill Smith to communicate to the Committee about criteria for the SIVB Lifetime Achievement Award and distinguished Scientist Award, and to review criteria for all SIVB awards. **Update:** This will be updated in the Awards Committee Report. **This action item has been completed.**
 - 11) **Action item:** Marietta Wheaton Ellis will do more checking on hotels in Portland, San Diego and San Francisco for the 2016 SIVB meeting. **Update:** This action item will be updated during the current board meeting. **This action item has been completed.**
 - 12) **Action item:** Marietta Wheaton Ellis will contact John Finer to request that he prepare an article about publishing ethics and how to properly prepare content, how SIVB is addressing and containing plagiarism, and to provide references to assist authors in preparing materials to avoid plagiarism.

Update: John Finer responded and he did not think this would be helpful. Barbara Reed reinforced that this material is already included in the information for authors. **This action item is completed.**

Items 13 – 22 (May 2014 Board Meeting)

- 13) **Action item:** Barbara Reed to discuss various options on additional manuscript sources from the Board with the editors of the journals during the June meeting. **Update:** Barbara Reed did talk with the editors about ways to get more special issues and reviews. **This action item is completed.**
- 14) **Action item:** Michele Schultz will send out a list of archived films available to the board for their review so they can confirm whether any of this content is already online. **Update:** Thanks to Denry Sato we know that 5 of the archived videos are already available on-line, so we can use them on our website. The remaining videos will need to be brought to a lawyer to obtain legal advice on whether or not we can use them for our website. Eugene Elmore brought up the possibility of using training videos available through the European Commission on Alternative Methods as educational resources on our website. **New Action Item:** Eugene will contact Sandra Coecke from the European Commission to determine if we could use/link to these GLP training videos on our website.
- 15) **Action item:** The Board requested that Barbara Reed and Michele Schultz discuss the following suggestions/questions with Springer during the meetings in the next 3 days:
 - Would it be possible to set up a twitter hashtag that is associated with published papers for each journal, so when a paper comes out, automatic tweets will be generated using the hashtag? **Update:** Barbara Reed indicated that this will be discussed later in the meeting. **This action item has been completed.**
 - Based on the results from the survey that Springer provides to all attendees, find out if it is possible to follow up to find out why those authors who noted they were not satisfied with the publishing process were unhappy. **Update:** Barbara Reed indicated that Springer informed her that this is not possible due to the nature of the survey. We probably already know why they are unhappy (too long to publish article or paper was rejected). **This action item has been completed.**
 - Ask for their thoughts about going back to old articles and doing an updated review to talk about what's new in that field since the original article was published. **Update:** Barbara Reed indicated that Springer has no issue with this and it may be a mechanism to get more review articles for the journals. **This action item has been completed.**
- 16) **Action item:** Eugene Elmore needs to take suggestions to the Membership Committee Chair and appoint a new chair ASAP. **Update:** Eugene Elmore indicated this this action is completed.
- 17) **Action item:** Board Members will assist with contacting non-renewed 2013 members. The list will be sorted by location. Once a call is completed, the person making the call will immediately send the link to them in an email. **Update:** Marietta Wheaton Ellis indicated that we have not completed this action item, but that the list has been generated and that this item will be discussed under membership. Fredy Altpeter, asked if we could also include prior years (e.g. 2011 and 2012). Marietta indicated that we can discuss this under membership. **This action item has been completed.**
- 18) **Action item:** Marietta Wheaton Ellis will check on past students and see which ones are now members. **Update:** This will be discussed under membership. **This action item has been completed.**
- 19) **Action item:** Marietta Wheaton Ellis will check on when current student members are graduating to help them become regular members. **Update:** This will be discussed under membership. **This action item has been completed.**
- 20) **Action item:** Marietta Wheaton Ellis will find the original tag line that was proposed with the website design to be used for any other ideas about taglines. **Update:** Will be discussed during the Board meeting. **This action item has been completed.**

- 21) **Action item:** Marietta Wheaton Ellis will have everyone send her their suggestions about taglines and this will be shared with section chairs by June 15th. **Update:** Taglines will be discussed during the Board meeting. **This action item has been completed.**
- 22) **Action item:** Marietta Wheaton Ellis will send the strategic plan to the Constitution and Bylaws committee. **Update:** This action item will be discussed during the Board meeting. **Ongoing**

1.4 Secretary's Report - Emeritus Members for Ratification

The Motion was made to accept 2 individuals, James E. Trosko and Masayoshi Namba, for emeritus membership. The motion was seconded and passed.

2.0 Publications

2.1 Publications Update

Michele Schultz indicated that the paper flow is good for In Vitro Cellular & Developmental Biology-Animal, and Tetsuji Okamoto has accepted the extension offer to continue as editor of the journal. The paper flow for In Vitro Cellular & Developmental Biology-Plant is low. John Finer will be stepping down as editor due to other responsibilities. Information regarding author ethics was reviewed at the last board meeting and Springer is waiting to roll out this information in all their journals at the same time. The Business Office will have a chance to review this before it goes live in the journals.

There was discussion about Chinese authors who have purchased authorship on articles. The publications committee made some recommendations to address this issue using editorial manager. The submitting author now needs to submit email information for all authors. The initial decision and the final decision will go out to all authors. Also, a text will be sent to inform authors that changes in authorship will not be allowed unless additional research was requested by the Editorial Office and only with resubmission.

The In Vitro Report has been moving along steadily. The Journal highlights are being requested when the editors receive the issue paper lineup for approval. These suggestions are then sent by the Business Office to the In Vitro Report co-editors.

2.2 Website update

The new host location has been purchased and is currently housing the 2015 meeting site; this new site is more easily updatable and provides the necessary mobile functionality. The Website committee is reviewing the new site for functionality and possible changes as it is completed. The Website committee has approved a new shell update for the In Vitro Report which will provide for a new IVR design.

Film Library: Denry Sato located 5 of the archived film library items on you tube. The remaining items will need to be brought to a copyright attorney to determine further action. The long term conservation of these items also needs to be addressed.

The analytic analysis of keywords that people used to find our website was discussed. Social marketing was discussed, and the most viral posts included: photos from 2014 meeting, summer meeting registration reminder, and the cannon firing video from Old Fort Jackson.

The Board was asked to review taglines for the website to identify the best contenders. Taglines which were discussed included: the science behind biotechnology, the technology behind biotechnology, and the science and technology behind biotechnology.

2.3 New Editor for In Vitro Cellular & Developmental Biology-Plant

Barbara Reed informed the Board that the Publications Committee recommends that we interview David Duncan (Monsanto) for the position of editor of In Vitro Cellular & Developmental Biology-Plant. The Board requested a phone interview with David Duncan, and several board members (Barbara Reed, Dwight Tomes, Eugene Elmore, Barbara Doonan, Denry Sato, and Allan Wenck) agreed to participate in the interview.

John Finer has agreed to assist with the transition by serving as a co-editor/under-editor. The board discussed the possibility of associate editors serving as section editors, and this would decrease the work load burden on the editor, as the section editors could help with the initial screening of manuscripts and the assigning of reviewers.

3.0 2014 World Forum on Biology

3.1 2014 World Forum Final Statistics

Marietta Wheaton Ellis talked about the positive aspects of the 2014 World Forum on Biology. These included great engagement between the Animal, Plant, and Cryobiology sessions. There was also great attendance at the evening social event.

Some of the problems associated with the 2014 World Forum on Biology were also discussed. There were issues with the joint meeting because we budgeted for 150-200 Society for Cryobiology (SFC) members attending the meeting and only 91 members actually attended. In addition to the low attendance issues, we also anticipated that the SCF would bring in additional exhibitors and this did not happen. Reasons for the low SFC attendance included: timing of the meeting (May/June versus July), a lack of a SFC local planning committee, and also the fact that the meeting advertising was not recognized by SFC members.

We estimated that revenue for the meeting would be \$249,000; however, the actual revenue was \$183,000. The Business Office worked hard to keep hotel/service costs to a minimum. The anticipated costs were \$183,000; however, the actual costs were \$126,000. The net income from the 2014 meeting was \$57,692.36; and this amount is typical for a meeting that is just our meeting.

3.1.1 IVACS Speakers/Expense

3.1.2 PBS Speakers/Expenses

Marietta reviewed the unaudited IVACS and PBS speakers and expenses. These items will be reviewed and brought to the section chairs later to transfer funds to the SIVB to cover their costs.

3.1.3 Cryobiology Speakers/Expenses

Part of the meeting income, \$18,461.56, is owed to the Society for Cryobiology to pay them for their member registration. The Society for Cryobiology owes New Beginnings Management \$13,086.20 to cover meeting costs.

The SIVB likes joints meeting; however, we need to make sure that both groups can be successful and we need to learn from the issues we have had with joint meetings. David Songstad agreed to Chair an ad hoc committee to review what has gone well with joint meetings and what could be improved. The recommendations from this ad hoc committee will be utilized when planning for our next joint meeting.

4.0 Adjournment for the evening

Saturday, October 4, 2014

5.0 2015 In Vitro Biology Meeting

5.1 2015 Scientific Program Update

John Harbell called into the meeting to provide the 2015 Scientific Program update. Michael Dame has got the Animal Program pretty much together; some of the conveners are still trying to identify speakers for several of the sessions. The plenary sessions are coming together. Sukhpreet Sandhu has conveners for all sessions and some speakers for all of the scheduled sessions. There is an issue with the keynote speaker as two individuals have been approached. Michael Dame has contacted Dr. Calvin Kuo at Stanford University School of Medicine and David Songstad has contacted Dr. James McWilliams of Texas State. Issues related to the necessity of financial sponsorship of the keynote speaker were discussed; this type of sponsorship is usually \$5,000 - \$10,000. Since Dr. Kuo was approached first it was decided that he would serve as the 2015 keynote speaker, and Dr. McWilliams would be considered for the 2016 keynote speaker. Fundraising needs to occur to raise funds for Dr. Kuo's keynote address. Eugene and Marietta will work on drafting an invitation letter for the keynote speaker. Currently there are no Lifetime Achievement award nominations for the 2015 meeting. The low attendance at Wednesday morning sessions was discussed, and that there may be too many sessions for the number of people still at the meeting. One option is to consider decreasing the number of session from 4 to 2. There is a planned Wednesday afternoon excursion to the Biosphere, which may cause people to stay longer at the meeting so that they attend the Wednesday morning sessions.

5.1.1 Scientific Writing course

David Songstad discussed a scientific writing workshop proposal. This workshop could be a Saturday all-day workshop, and is geared towards international participants. This might be a better workshop for a World Congress as we tend to have more international participants. We would need to make sure there are enough participants to pay for the workshop as the SIVB could not take on the financial burden of paying for the workshop. This proposal will be forwarded to the publications committee for review.

5.2 2015 SIVB Meeting Update

Marietta Wheaton Ellis provided additional updates concerning the 2015 Meeting. The call for abstracts has been placed in the journals; however, to save money we will not mail a hard copy of the abstract request to the membership of other societies, as we have done in the past as there was little to no return for the amount spent. We may request to do an email blast to the membership of other societies.

For the 2015 meeting, we have a commitment with the resort of 771 room nights and we must meet 80% of this number (617 room nights). The \$129 room rate includes many extra complimentary activities and is a good deal. We also received complimentary rooms for the Board meeting, a complimentary Presidential suite, and a reduced rate on staff rooms. For the meeting we will get wireless internet, a \$5,000 food/beverage enhancement, and a reasonable catering fee for the 2015 meeting (\$30,000).

Sarah talked about the options for off property events for the 2015 meeting. For the Tuesday night social the options include: Sonora Desert museum (less expensive), Old Tucson (already did this in 2008), and the Tohona Chul Park Botanical Garden (more expensive). All options are ~40 minutes from the resort. The Sonora Desert museum was selected as the preferred option. The Biosphere was selected for a Wednesday afternoon activity.

The mobile app that was initiated at the 2014 meeting will be utilized again for the 2015 meeting. The mobile app may also help us get sponsors.

All the exhibitors from the 2014 meeting will be contacted to see if they want to exhibit at the 2015 meeting. It would be a good idea to send this exhibitor list out to the SIVB membership so they can see who is currently participating with the meeting, and then the membership could try to recruit companies that are not on the list. We do have some speakers from companies who are providing financial support to the sessions they are speaking in (e.g. Joshua Gasiorowski's session). We should try to find out which scientific suppliers/companies are being used by local scientists so that we can contact them concerning being an exhibitor.

Marietta asked John Harbell about the status of the Advanced Tissue Culture Workshop, and the current status was unknown. Eugene Elmore will contact Yvonne Reid at ATCC and the Education Committee to determine the status of the workshop.

We already have 10 meeting registrants from summer special registration that included membership for 2015, and we already have 2 exhibitors signed up.

5.3 Local Organizing Committee Update

There is currently no local organizing committee in Arizona to assist with meeting planning. There is only 1 SIVB member in Arizona (Janis Demetrulias). We are currently trying to locate SIVB members from surrounding states to help with local planning. Dave Songstad will serve as a local contact in California, and he plans on meeting with representatives from at the University of Arizona to promote the 2015 meeting. We also plan on contacting Biotechnology companies, contacts at local Universities, and scientists associated with Biosphere concerning the meeting. We need to let the local Universities know about the free student registration (with accepted abstract) and the student-related sessions, such as the networking lunch.

5.4 Fundraising Update

Allan Wenck provided an update on fundraising for the 2015 meeting. The fundraising Chairs and junior co-Chairs have already had two conference calls and they have distributed the donor list from previous years and samples of donation request letters. They are contacting groups that have not previously donated such as the United Soybean Board and the American Wheat Board.

The issue with the NSF grant, to support student registration, is that the NSF is interested in supporting new programs but is not interested in supporting established programs. We need to try to identify other grant sources. We should contact Wayne Parrott, who is currently in DC, about potential federal grant sources to support the student initiative. Also, the USDA may be opening up new grant programs in 2015 and Allan will keep track of these possible opportunities. We also need to investigate grants that may be available through funding mechanism that support animal research.

The Plant side is sending out fundraising letters, and the Animal side has volunteers who have agreed to send out letters. It looks positive that some of the companies that have donated in the past will be donating again for the 2015 meeting. We should also be looking into foundations to identify funding mechanisms to help support the student initiative.

6.0 Tour of the Tucson El Conquistador Golf and Tennis Resort

7.0 Break

8.0 2016/2017 In Vitro Biology Meeting

8.1 Decision of 2016 Congress Venue for Board Action

The Board discussed having the meeting in Portland, Oregon versus San Diego, California. Advantages of San Diego include access to the local biotechnology companies and better airport access from Japan for a World Congress. The motion was made to have the 2016 World Congress in San Diego. The motion was seconded and unanimously passed.

The Board discussed the hotel options for San Diego that included the Sheraton (\$189/night) and Town & Country (\$149/night). The consensus was that we should pursue the Sheraton and that we should try to negotiate for a lower room rate. The meeting at the Sheraton would be by June 9-16. The hotel has water views, an airport shuttle, and is close to a trolley to downtown.

Options for offsite activities in San Diego were discussed. These included 2 options in the Old Town (Cosmopolitan, Old Town), Zoo, Sea World, and a 3 hour Harbor Cruise. Marietta and Sarah have already looked into the Old Town options, and will look into the Old Town and Harbor Cruise options.

8.2 2017 Meeting location

Possible East Coast locations for the 2017 Meeting include: Raleigh, NC, Asheville, NC, Atlanta, GA, Philadelphia, PA, and Tampa, FL. Marietta and Sarah will obtain more information for these cities to bring back to the Board.

9.0 Financials

9.1 August 2014 Financial Statements

Barbara Doonan provided the 2014 financial update. The good news is that the Society is in the black financially. The revenue from our publications is helping us maintain our positive financial situation. The *In Vitro Cellular & Developmental Biology-Animal* journal revenues are higher for the year versus the previous year, and the *In Vitro Cellular & Developmental-Plant* revenues are slightly lower for the year versus the previous year. The investments through Morgan Stanley are holding their own. A question was asked concerning the source of the revenue for the Newsletter, and it was discussed that this represents an allocation from the membership dues. The possibility of placing advertisements in the newsletter was discussed, and Marietta indicated that this was a possibility; however, the circulation numbers for the newsletter may limit the pricing and the potential interest from advertisers. It was discussed how the mobile app may have a greater potential for advertising revenue. The good news is that we came away from the joint meeting with a profit, as meetings and our journals provide the majority of the income for the Society. We must continue to promote our journals, and increase our membership numbers, and participation at our meetings to keep the finances heading in an upward direction.

9.2 Approval or Modification of the 2015 Budget for Board Action

The 2015 budget is conservative and incorporates numbers that are currently available. It is critical that we get ~29 additional membership renewals to keep the budget in a good position. Greg Philips is working with the membership committee on this issue; and the goal is to get the total membership count to 500 or above. Our relationship with BioOne is coming to an end this year, and this will be last year that we see the income (\$30,000 – \$40,000 included as part of Springer's Revenue Share) from this source. A motion was made to approve the 2015 budget, and this motion was seconded and approved.

9.3 Final Meeting Financial Statements

The 2014 financial statements that were included with the Board packet were discussed. Marietta will obtain approval from the IVACS and PBS Section Chairs to transfer funds to cover expenses related to the 2013 and 2014 meetings.

9.3.1 IVACS financial statements

The IVACS activity fund is ~\$19,000, and there was a discussion that this will not be enough to sustain the costs (speaker fees and administrative fees) associated with participation with the annual meeting. Fundraising is a critical issue for the IVACS section. It was mentioned that we need to recruit more IVACS members from industry to obtain access to industry funds to help support the IVACS section.

9.3.2 PBS Financials

The PBS activity fund is ~\$122,272. Plant session conveners are expected to generate funds for their session and this reflects on the balance in the PBS activity fund versus the IVACS fund.

9.3.3 Cryobiology Financials

The Financials related to the Cryobiology joint meeting were already discussed under section 3.0 of the minutes and no additional information was added.

10. Lunch

11.0 Committee Updates

11.1. Long Range Planning

Dwight Tomes provided the update from the Long Range Planning Committee. The following new members have been added to the committee: Todd Jones, Jessica Rupp, Greg Phillips, Ted Klein, and Marietta Wheaton Ellis. Dwight sent a copy of last year's committee summary and the committee meeting notes to all members of the committee for their review and comments; however, he did not receive any responses. He will attempt to contact individual members to obtain feedback.

11.1.1 Strategic Plan Update

Marietta will bring the strategic plan to the Constitution and Bylaws Committee to receive their input on the document for potential modifications.

11.2 Nominating

Dave Songstad and Marietta Wheaton Ellis provided the update for the Nominating Committee. In the fall of 2015, the Society needs to hold an election for the open Board positions and for the IVACS and PBS Section Officers. The term for these newly elected Board Members and Section Officers is for 2016 to 2018. The Board will start to consider potential candidates for the Board, and this information will be relayed to Dave Songstad. Dave Songstad and the Nominating Committee will work with the current IVACS and PBS Section Officers to identify candidates for the election. An important issue for the IVACS member who runs for President-Elect will be fundraising. The 2016 Program Chair needs to be a PBS member and the Board identified several candidates (Harold Trick-first choice, Valerie Pence-second choice) to contact concerning this position.

11.3 Awards

Freddy Altpeter provided the update from the Awards Committee. The Awards Committee had previously presented to the Board a document containing modified descriptions for the criteria for some of the Society's established awards (Young Scientist, Lifetime Achievement), and the description for a new mid-level career award (Distinguished Scientist). The Board asked for more clarification, and the Awards Committee has made the modifications and is now asking the Board for their review and approval. The eligibility for the different awards was made more definitive by adding the amount of time since obtaining the terminal graduate degree. The Committee also increased the number of required nominations and the number of supporting letters. The funding and type of award (cash versus membership versus meeting registration) was discussed for the various awards. For the Young Scientist Award, it was decided that the award recipient would receive free meeting registration the year that they received the award, and free membership for the following year. For the Distinguished Scientist Award, it was decided that the recipient would receive up to \$1,000 to help cover the expenses associated with travelling to the meeting for the year they received the award, and the Sections would be responsible for raising the money. The Lifetime Achievement Award will still require \$3,000 to be raised to pay for the travel expenses of the Award recipient. The motion was made to approve the modified award descriptions with some modifications, as discussed above; the motion was seconded and unanimously approved. The Board thanked the Awards Committee for their hard work.

11.4 Membership

Marietta Wheaton Ellis provided the Membership Committee Update. In 2014, the membership consisted of 470 members and the category breakdown of these members was as follows: 99 emeritus members, 5 honorary members, 275 regular members, 7 lifetime members, 78 student members, and 6 postdoc members. These membership numbers are down from the previous 3 years. The Board discussed the option of contacting members that did not renew in 2014. Marietta will send Board members a script for contacting individuals that did not renew via phone or email. The Board members also talked about the possibility of contacting members who did not renew in two years prior to 2014. The names of members who did not renew were distributed amongst the Board members so that they could contact them concerning membership renewals.

Greg Phillips is the Chair of the Membership Committee, and the Membership Committee has some ideas for trying to increase membership and promote membership renewal. One idea is to send out a membership survey to determine the perceived benefits of membership. They also generated a list of biotechnology companies that could be contacted to try and recruit new members. The Committee also strongly recommends initiatives to increase our social media efforts. Marietta will contact Greg Phillips to determine the next plan of attack. Barbara Doonan recommended the following new membership tagline: the Society for In Vitro Biology is the biotechnology app.

11.4.1 Student Initiative

The effectiveness of our student initiative was discussed. We have had 493 students who have benefitted from the student initiative, and of those only 13 have become regular members. Included in this 13 are some of our current active members and committee chairs. The money for the student initiative was dedicated and could not have been used for other purposes. While the initiative might not seem very effective, it does give the Society visibility, and some of the student members may return once they become more established. The Board discussed the possibility of having members who benefitted from the student initiative talk to current student members at the meeting about the benefits of membership. The Board discussed the issue of free student registration for all students versus free registration for students who submit an abstract to the meeting. It was decided that for the 2015 meeting that free registration would be available to students who have an accepted abstract,

and they would pay the \$25.00 abstract submission fee. The student representatives raised the issue of having videos from student presentations at the meeting available on the Society's social media outlets. Marietta will work with the students on this issue. It was also discussed that having an online poster competition or oral presentation competition might be a good way to attract active student members to the Society. Marietta will bring this idea back to the website committee for their consideration. The student representatives brought up the issue of having a student survey at the 2015 meeting that asks questions regarding joining the Society after they graduate; the Board thought that this was a good idea.

11.5 Constitution and Bylaws

Committee meeting minutes were submitted to the Board. There was no further discussion concerning this Committee at the Board Meeting.

11.6 Education

11.6.1 Student Update

The student update was presented to the Board from the student representatives under section 11.4.1. The students asked about funding for a keynote speaker for the student session. Marietta told the students that funds usually came from the Education Committee. Since she proposed that the speaker might be able to speak at one of the planned sessions, Marietta recommended they contact John Harbell or Michael Dame.

12. Other Business

12.1 Charitable Giving and Estate Planning

Eugene Elmore shared information with the Board concerning charitable giving and estate planning. Some legal issues and administrative processing questions were discussed. The issue of what happens to the money if the Society fails to exist was raised. The easiest scenario with regard to legal issues and administrative processing issues is for someone to donate an unrestricted gift. The Board members thought that this was a good idea, and Marietta will review the plan.

13. Adjournment

The motion was made to adjourn the meeting, and this motion was seconded and unanimously passed.

Previous Action Items From June 2014 Board Meeting

1. Eugene needs to form an Ad Hoc committee to work on setting up the certification/education program. A report will be given at the June meeting. Eugene noted they will work with the Education program to make these arrangements. Eugene will follow up with the Ad Hoc committee, **Ongoing**.

2. Eugene needs to contact Paul Price, Dwight will identify someone from plant, and Denry will contact someone for a special issue on stem cells. **Ongoing**, Eugene spoke with Paul. He is looking to put together a review article on stem cells. He expects to have it written in the next 2-3 weeks. Denry noted he has been recruiting offers for the Stem Cell animal papers and discussed with Dwight getting a plant stem cell article from Bill Gordon-Kamm for this issue in IVA.

3. Board members will assist with contacting non-renewed 2013 members. The list will be sorted by location. Once a call is completed, the person making the call will immediately send the link to them in an email. **Ongoing**, The list has been generated and a final script will be provided from the Business Office to board members to request 2013 members to rejoin in 2015.

Membership renewal calls to be made as follows:

Allan Wenck will contact Bayer CropScience and BASF people (Kaimei no longer works there), Jeff Adelberg, and Rongda Qu. He also will talk to Patrick and Syngenta members.

David Songstad will contact Monsanto people.

Dwight Tomes will contact Dan Brown and Pioneer Dupont people and Grosser

Barbara Doonan will call some as well

Barbara Reed will call Randy Strode and Suad Al-Mazrooei

Fredy Altpeter will call Bob Harriman

Eugene Elmore to call Robert Hay, Dan Acosta, and Robert Nardone

Marietta to provide registration form that shows combination membership/meeting registration form.

4. Marietta will check on when current student members are graduating to help get them to become regular members. **Ongoing**, a broadcast email will be sent to student members in January to request this information

New Action Items from October 2014 Board meeting

5. Take the June minutes back to Michael Fay and Marietta, and Michael will update the minutes for new review by board. Sections to be filled out with more substance in area 5.2, 6.3 and 7.0.

6. Marietta to keep IAPB funds till provided with new US secretariat and offer IAPB USA option for USA members.

7. Marietta will contact those with pending action items to confirm whether these items are still pending or if they should be removed from the list.

8. Eugene Elmore to go to Sandra Coecke at the European Commission on Alternative Methods of Joint Research Center in Isperg Italy and request that SIVB be able to put their historical films on the SIVB site or allow links to the materials on the SIVB Film library page on the new site.

9. Business Office to contact 2014 meeting attendees to see if they have photos they would like to submit for the meeting to the business office for inclusion on the SIVB Facebook page. Business Office will screen photos before they go up online.

10. Board members to confirm their recommendation for a tagline from those provided at the Board Meeting. Forerunner at this time is "The Science Behind Biotechnology".

11. Marietta is to contact David Duncan to schedule a conference call at the beginning of the 2nd week after the board meeting with an interview committee containing board members: Eugene Elmore, Barbara Reed, Allan Wenck, Denry Sato, Barbara Doonan and Dwight Tomes.

12. David Songstad to create an overview to present to the Board for their review of how better to define the agreements between SIVB and other organizations to create a common working relationship for future joint meetings in case SIVB decides to participate in a joint meeting again.

13. David to confirm honorarium requested from Dr. McWilliams to determine whether SIVB can afford him speaking at the meeting for 2016.

14. John Harbell to work to raise funds for keynote speaker (~\$5,000).

15. David Songstad (Local Organizing Committee member) to talk to University of Arizona to help get the word out about the 2015 meeting.

16. Board requested to provide names of anyone in the Arizona area they know to help Business Office get the word out about the 2015 Meeting and to coordinate local sales reps for exhibitors (David Songstad to contact Dr. Denehey and his wife).

17. Marietta will send a list of meeting exhibitors to the Board members so that they might contact companies not on the list to let them know about the possibility of being an exhibitor at our meeting
18. Marietta to prepare and send out a formal invitation letter to Calvin Kuo for Eugene, and they will request his contact information.
19. Business Office to pursue special events at Biosphere on Wednesday, June 3 and the Desert Museum on Tuesday Evening.
20. Eugene Elmore to follow up with Yvonne Reid to determine status of ATCW and if it will be held this year.
21. David to approach Dannette Ward about Monsanto Fund for student initiative.
22. Marietta and David to approach Publications Committee about organizing potential pre-meeting "scientific writing" workshop on Saturday morning for students and others where English is not first language. Session to be considered for 2016 World Congress.
23. Marietta and Sarah Blazewicz to pursue contract with both hotels in San Diego (Sheraton San Diego and Town and Country) for 2016 World Congress on In Vitro Biology.
24. Sarah and Marietta to pursue Tuesday off-property events in Old Town San Diego or cruise for 2016 World Congress and potential Zoo trip on Wednesday Afternoon.
25. Marietta and Sarah begin to search in Raleigh, NC; Asheville, NC; Atlanta, GA; Tampa, FL; and Philadelphia, PA for 2017 In Vitro Biology Meeting.
26. Marietta to contact Section officers with request to transfer 2013 and 2014 speaker and admin funds for 2014.
27. Marietta to work with C&B Committee to work through the Strategic Long Range Planning Committee to see if there is anything we need to change.
28. The board needs to emails ideas and recommendations to David Songstad as to who they think would be good for Officer and Members-at-Large positions as well as section officers for the 2016-2018 Officers.
29. Marietta to provide Eugene Elmore with exact amount that IVACS needs to raise in funds each year to support their program.
30. Marietta will contact Harold Trick to request his participation as 2016 Program Chair for World Congress on In Vitro Biology. If he does not accept, Valerie Pence will be contacted to request her interest in the position.
31. Marietta is to mention to the Website Committee the Board's suggestion of adding a list of Lifetime Achievement Awardees on the home page of new website design or as a pop up.
32. Marietta to confirm that Awards Committee was in agreement that Lifetime Achievement Award will require \$3,000 contribution.
33. Barbara Doonan to contact the Membership Committee with additional tagline: The Biotechnology App
34. SIVB will offer a survey to students at 2015 meeting to gauge whether they would continue with SIVB when graduating and asking why or why not they would continue and ask them why the Initiative and membership in SIVB are important to them. Marietta and Ningning Zhang to work on survey content.
35. During the 2015 Meeting poster sessions, interview students about what they learned from SIVB and meeting on video and use that footage on our website as testimonials for SIVB. Ask permission of students who we film when filming them. Ningning will work with the Business Office to coordinate the survey.
36. At 2015 Meeting, find out from students what best social media options are and encourage students to share their information on what they learned at meeting through those venues.

37. Adjust student initiative for 2015 Meeting so students receive free registration only if they submit abstract/pay abstract fee).
38. Marietta will request the Website Committee provide their thoughts on an online poster event in conjunction with 2015 meeting.
39. Business Office to design poster to send to David Songstad with new 2015 Student Initiative information on it.
40. Marietta to review Endowment information provided from Eugene Elmore. Dr. Elmore to adjust the information to note money is gifts, not donations.

New Motions passed at the October 2014 Meeting

1. MSP: Dwight motioned that when recording the minutes, the persons motioning and seconded do not need to be recorded. Instead, next to the motion, list "MSP." The names will be recorded if a controversial motion is brought up before the Board of Directors.
2. MSP: Masayoshi Namba and James Trosko to receive emeritus membership.
3. MSP: The 2016 World Congress will be held in San Diego.
4. MSP: The 2015 Budget was approved.
5. MSP: Accept the descriptions developed by Awards Committee with the following modifications:
 - Change to Young Scientist Award: Instead of offering a monetary stipend, the nominee will have to pay membership for current year (when they are nominated) and for award will receive in-kind monetary award which will include current year meeting registration and free membership in the year.
 - Change to Distinguished Scientist Award: Receipt will be eligible to receive reimbursement of expenses up to \$1,000 to attend the meeting to receive the award. Award can only be offered when section has funds to cover expenses.