

Minutes
SIVB BOARD OF DIRECTORS MEETING
February 18, 2017

Saturday, February 18, 2017 via phone conference call

1.0 INTRODUCTION

Participants: Dwight Tomes (President), Eugene Elmore (Past-President), John Harbell (President Elect), Sukhpreet Sandhu (Vice President), Barbara Doonan (Treasurer), Harold Trick (Secretary), John Finer (Member-at-Large-PBS), Fredy Altpeter (Member-at-Large- PBS), Brad Upham (Member-at-Large (IVACS)), Denry Sato (Member-at-Large- IVACS), Michael Fay (Publications Chair), Tom Flynn (Public Policy Chair), Albert Kaush (Education Committee), Elena Arthur (student chair), Addy Alt-Holland (2017 Program Chair), Marietta Wheaton Ellis, and Michele Schultz joined for the Publications discussion (6.0).

The Meeting was called to order at 10:01 am on **February 18, 2017**.

1.0 Introduction

1.1 Adoption of Agenda

The Board of Directors reviewed the agenda for the February 2017 Board of Directors Meeting. **Motion:** A motion was made to adopt the agenda for the February 2017 Board Meeting. The motion was seconded and passed.

1.2 Adoption of Minutes

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The Board of Directors reviewed the minutes from the September, 2016 Board of Directors Meeting. **Motion:** A motion was made to adopt the minutes from the September 2016 Board Meeting and the motion was seconded and passed.

1.3 Outstanding Action Items

Action items and motions:

Outstanding Action Items from the October 2014 Board Meeting

1. Eugene Elmore will send links to the Board Members of EURL-ECVAM pdf files of methods that would be of interest to the SIVB membership to review. These methods include the general methods database, the genotoxicity and carcinogenicity database, and methods from Mat Tek. It could be useful to include the links to this information on SIVB's website and in the In Vitro Report. September 2016 update: NBM sent a reminder Gene to follow up and provide the link to the SIVB Office. John Harbell will follow up with Gene as well. **February 2017**

Update: This action item is **completed**.

Outstanding Action Items from the February 2015 Board Meeting

2. The Public Policy Committee will draft a policy statement on genome editing, and this statement will be reviewed by the SIVB Board prior to posting on the SIVB website. September 2016 update: Tom Flynn as new public policy chair will be working this statement and will try to get them out before the end of the year. **February 2017 Update:** This action item is still **ongoing and will be discussed further at this meeting**.

Outstanding Action Items from the May 2015 Board Meeting

3. We will pursue new ways to address public policy issues and promote outreach in regard to these issues. This will involve the Public Policy Committee working with the Education Committee. We will try to utilize our website and social media more towards this goal. We will bring this action item to the Sections to get their input and assistance. We will talk to Nancy Reichert concerning this action item, and bring this item to the Public Policy Committee and the Education Committee. September 2016 update: Tom is trying to get a hold of Albert Kausch, Chair of the Education Committee. **February 2017 Update:** NBM has provided both Tom and Albert's with each other's contact information. Albert has reached out to Tom to address this issue and follow up was requested to be included in their respective committee reports. This action item is **ongoing**.

Outstanding Action Items from the October 2015 Board Meeting

4. The Awards Committee will write an SOP for the Lifetime Achievement Award to outline the nomination and fundraising process and requirements. September 2016 update: A draft SOP was provided to the Awards Committee to address the changes to include fundraising protocols and is with the committee at this time. **February 2017 Update:** The committee reviewed the SOP and provided their recommendation to the board. The board voted on the SOP change in November and approved it with 2 changes requested from Denry Sato/Eugene Elmore and Michael Fay. This action item has been **completed**.

New Action items from the June 2016 Board Meeting.

5. Dave Songstad and Ad Hoc Committee (J. Finer, J. Harbell, D. Tomes) will explore the concept of an online poster session a little more (e.g. how to enter, who will have access, etc.) because the NSF has had some interest in supporting it. . **February 2017 Update:** This action item is **ongoing**.

6. Recommendation for the Long-Range Planning Committee to evaluate and develop programs targeting groups (e.g., postdocs) to join SIVB and forward those programs to Membership Committee. September 2016 update. John Harbell is still looking into this action. **February 2017 Update:** Information to be supplied later during Committee reports. This action item is **ongoing**.

7. Have Development Committee organize subcommittee for fund raising from companies and grant writing as well as update contact lists. Need to identify an individual to take the lead on effort. **September 2016 update.** Sukhpreet and the committee are working on the action items and will mail the contact list to the Board members. **February 2017 Update:** Sukhpreet provided the list to the board on September 24 and at the end of each meeting cycle will provide an updated list to the Business Office. Contact list has been updated but more info will be added as new contacts are made. This item has been **completed**.

Action Items for September 2016 BOD meeting

8. Dwight Tomes will contact Dave Songstad to see if he is willing to be Program Chair for the 2018 meeting in St. Louis. Action Item **completed**.

9. Marietta will provide Brad Upham the video clips the students shot at the 2016 meeting and for Brad have a promotion video made for attracting new membership. Marietta will resend video clips to Brad and he will continue to work on this point. This has been **completed**.

10. Marietta will provide John Harbell the 2014 and 2015 membership list for John to contact previous members to rejoin the Society. John Harbell has started to go through the list and will work on the animal section. Dwight will work on the PBS. Marietta and Michele are working on reaching out to some older members as well. This item has been **completed**.

11. Marietta will work with Sukhpreet to figure out how incorporate industrial sponsorships into the mobile app. **February 2017 Update:** Marietta provided a listing of the different opportunities for industry advertising in the mobile app from Cadmium to Sukhpreet with suggested contribution levels. Once they have a chance to review and discuss the opportunities, the agreed upon options were included on the Meeting Sponsorship Opportunities on our website and can be offered to supporters to encourage sponsorship opportunities for the meeting. This action item is **completed**.

12. Marietta will poll students to see if there is interest in assigning a "personal" Student Buddy at the meetings. **February 2017 Update:** NBM received one reply that was included in this packet. This item has been **completed**.

13. Marietta, Barbara D., Gene E., John H. and Dwight T. will draft a letter for charitable gifts and estate contribution for emeritus members and instructions on how the process (and other pertinent information). **February 2017 Update:** Barbara provided a link to a website that clarified some contribution requirements for IRAs. The Business Office prepared a draft letter that is being sent to the rest of those involved for their feedback and review. This action item is **ongoing**.

14. Gene E. and Marietta will set up a conference call for the nominating committee to generate potential candidate names for the 2017 elections. . **February 2017 Update:** NBM worked with Gene to set up a conference call as requested. Results are included in the Nominating Committee report included in this packet. This action item has been **completed**.

15. Marietta will follow up with Albert Kaush to flush out the agenda for the educational workshop. **February 2017 Update:** The schedule for the educational sessions is being handled by Elena Arthur and Whitney Harchenko and Marietta has worked with the students to finalize their program. The Flow Cytometry session is being organized by Mary Welter and Pon Samuel. Details on the session have been included in the meeting update of the board packet. This action item has been **completed**.

16. Dwight will follow up with the Public Policy Committee on the statements concerning GMOs and gene editing. **February 2017 Update:** **Will be discussed during the committee reports.**

17. Marietta will look into possible sites for the 2019 meeting. The top sites for review are the Tampa, DC/Northern Virginia, and Baltimore areas. In addition, we will send out inquiries to

Pittsburgh and Atlanta CVBs for possible consideration. . **February 2017 Update:** NBM reached out to all cities requested and appropriate results are included in the board packet for discussion. This action item has been **completed**.

1.4 Emeritus Ratification

Dennis Laska has applied and is requesting Emeritus status. A discussion followed on his bio was reviewed. **Motion:** A motion was made to approve the emeritus membership request for Dennis Laska, and the motion was seconded and passed.

2.0 2017 In Vitro Biology Meeting Update

2.1 Program Update

Addy Alt-Holland, 2017 Program Chair, provided the update for the 2017 Meeting. Overall the program looks good. The majority of sessions have been filled but we still need a few more speakers. The Keynote speaker, plenary sessions, student sessions and workshops are completed. Some sessions were difficult to fill due to travel bans to North Carolina in effect.

2.2 Meeting Update /Meeting Statistics

Marietta gave an update on the meeting. As of 2/12/2017 Attendance is at 142, which is down compared to last year's meeting around this same time at 194. Registration is down by 15 members, 3 non-members, 3 research technicians, 2 emeritus, 2 one-day registrants, 11 speakers, and 17 student registrants (free). We are up by one post doc registration. Abstract submissions are also down by 14 paid abstracts. While we are on par for regular abstract submissions at this time (25), we have received 14 fewer student abstract submissions to date. We have received 26 speaker abstracts to date. These numbers are expected to rise as the regular registration and main abstract submission deadline will occur on the 20th of this month. Anthony Atala, MD, the Director of the Wake Forest Institute for Regenerative Medicine, and the W. Boyce Professor and Chair of Urology at Wake Forest University, is our Keynote speaker and he will address "Regenerative Medicine: Current Concepts and Changing Trends." The Keynote session is scheduled for Monday, June 12 beginning at approximately 10:30 am.

Marietta noted that we currently only had one Student Buddy Sponsorship and we would like to have more people sign up for the program.

Marietta went over logistics of the hotel and convention center's Food and Beverage requirements, room block concessions, and other obligations to which the Society needs to adhere. She also reviewed the new Mobile app sponsorship levels that are available.

2.2.1 Updated Schedule of Functions

The meeting is scheduled for Saturday, June 10 through Wednesday, June 14 with the Welcome Reception, Board of Directors Meeting, a Flow Cytometry Workshop, a Scientific Communications Workshop, and 2017 Program Committee Meeting being held on Saturday. The bulk of the scientific sessions will begin on Sunday morning. The keynote speaker (Anthony Atala) will be Monday morning. SIVB will hold a joint sections' social on Monday evening and Tuesday evening will be an offsite event at the North Carolina Museum of Science

which has been finalized. On Wednesday, tours have been set up for local industry, and NC State Plant Transformation lab, Phytotron, and Arboretum. Room is still available for all events.

2.3 Fundraising/Vice President's Report

Sukhpreet Sandhu gave a report on fundraising to date. Total contributions from grants and donations are anticipated to be around \$80K but still we are working on other opportunities. The Development Committee is trying to get new sponsors and would like to get information from members on contacts at additional companies.

3.0 Treasurer's Report

3.1 Financials (December 2016)

Barbara gave the Treasurer's Report showing the December 2016 financial statements. At the close of 2016 we have dropped net assets slightly from 2015. This drop is due in part to a decrease in membership and the cost of last year's meeting. Royalties from the journals continue to be important income stream. Although our assets have dropped, the Society is still financially solvent. We need to remain diligent in cost savings and increasing our revenue stream.

The Board discussed how other societies are fairing with membership and the possibility of sponsoring a session at another meeting to promote our meeting and our Society.

Action Items: John Harbell and Michael Fay will look into reaching out to SOT, the Society of Toxicology, in regards to their participation in our upcoming meetings via a booth or sponsoring a session at our 2018 meeting.

3.1.1 2017 Budget

Barbara presented the working budget for 2017.

4.0 2018 And 2019 Meeting Update

4.1 2018 Meeting Update

Marietta gave an update for the 2018 Meeting which will be held June 2-6, 2018 at the Hyatt Regency St. Louis at the Arch in St Louis, MO. David Songstad will be the program chair for this meeting.

4.2 2019 Meeting Venue Discussion

Marietta gave overview of options for the 2019 meeting sites including Tampa, Baltimore, Washington/ N. Virginia, Atlanta, and Pittsburgh areas.

Motion: Motion made to have 2019 meeting at Tampa with a leaning toward the downtown Marriott Tampa Waterside, should concessions be adjusted favorably.

Action Item: Marietta will pursue the Tampa venues as indicated for the 2019 meeting.

5.0 Awards

5.1 Lifetime Achievement Award Nominations

On behalf of the Committee Chair, Dwight Tomes presented the Awards Committee recommendations for the Lifetime Achievement Award. Greg Philips from PBS was unanimously recommended by the committee for the award. Funding for the award is currently underway.

Motion: Motion and second to for the Lifetime Achievement Award for Greg Phillips. Motion passes.

5.2 Fellow Award Nominations

Dwight Tomes presented the Awards Committee recommendations for Fellow Award. Two applicants were recommended for the Fellow Awards: Miho Furue from IVACS section and Kan Wang from PB section.

Motion: Motion was made and seconded for Miho Furue to receive the Fellow Award. Motion passes.

Motion: Motion was made and seconded for Kan Wang to receive the Fellow Award. Motion passes.

5.3 Distinguished Scientist Award Nominations

Dwight Tomes presented the Awards Committee recommendations for Distinguished Scientist Award. Committee recommended Alan Wenck to receive the Distinguish Scientist Award.

Motion: Motion was made and seconded for Alan Wenck to receive the Distinguished Scientist Award. Motion passes.

6.0 Publications

6.1 Publications Update

Michele Schultz joined the conference call to give the Publications Update. The IVA is going strong with a steady paper flow. A special Issue of Invertebrate and Fish Culture papers will be published later this year. There is also discussion on publishing a manual on tissue culture in the issues of the journal in the works. *In Vitro Plant's* paper flow continues to be extremely low causing delays in publication. A request for papers to publish a special issue on Cryobiology was sent out toward the end of the year; however, not many papers had been submitted for this issue by the time of the call.

6.1.1 Springer Update

Michele gave an update on Springer's request that SIVB review new text for inclusion on Ethical Compliance. At the June meeting, the Publications Committee reviewed the compliance with ethical standards that Springer has included in some of its other journals to see what could or should be added to our Instructions for Authors. After discussion, it was determined that the Editors-in-Chief should review these items separately and report back to the Publications Committee on any changes that they believe should be included in our instructions and workflow. The Business Office has received the feedback from the IVP Editors-in-Chief and forwarded revised Instructions for Authors to the Publications Committee for their review and approval. They received a recommendation of specific text from the IVA Editors which they were currently placing within the instructions and will be preparing for a vote of the Committee once placement with the Editors is finalized.

6.2 Social Media Strategy for non-technical audience

Michele gave an update on the website as well as SIVB's visibility and social marketing including Facebook, Twitter, LinkedIn and the most recent Google Analytics. Membership and "fans" on our various social media sites continue to grow and much of the referral traffic to our company website is coming from Facebook both in desktop and mobile applications. .

There was a short discussion on improving impact factors. Michele left the call.

7.0 Committees

7.1 Nominating: 2018-2020 Election

Gene Elmore gave an update on the Nominating Committee's efforts for the 2018-2020 election cycle. Candidates for most of the board officers have been identified and have agreed to be placed on the ballot.

7.2 Membership

Marietta presented the Membership Committee's update. Some of the initiatives they are considering include: bringing a buddy to the meeting, flyers to local universities, and contacting members who have not renewed membership. There seems to be a problem with the regular mail with membership renewal as some members who renewed have not been received by the business office. Marietta has taken corrective actions to resolve this problem.

7.3 Long-Range Planning

John Harbell gave an update on the Long-Range Planning Committee. The five topics he discussed were 1) promote and enhance the knowledge base and information exchange of in vitro science; 2) promote scientific competencies among professional, educational and lay audiences; 3) promote the professional development of members; 4) insure that financial practices, annual meetings, and other activities of the society are conducted effectively, and in a fiscally sound manner that allows continuation and expansion of the SIVB, and 5) insure continuity of the activities of the Society.

7.4 Public Policy

Tom Flynn gave an update for the Public Policy Committee. It was noted that the Society's GMO statement on the website appears difficult to find.

Action item: Marietta will look into where the GMO statement is currently located and try to get it more visible.

Motion: Motion made to develop an education statement on genetically modified animals. Motion seconded and passed.

Action item: Tom Flynn will work with the Public Policy Committee to develop a public policy statement on GM animals.

7.5 Education

Albert Kausch gave an update on the Education Committee.

Action Item: Public Policy Committee will develop a policy statement on gene editing with the help of Albert Kausch, Tom Flynn, and Wayne Parrott.

7.6 Student Committee

Elena Arthur gave an update on the Student Committee. The committee has mainly planning activities student symposium and student networking lunch. Speakers have been lined up for the symposium. For the lunch she requested the assistance from senior members to look over resumes.

Motion: Made to adjourn. Motion seconded and passed. Meeting was adjourned at 3:00pm.

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6. **Action Item:** Marietta will pursue the Tampa venues in detail for the 2019 meeting.

7. **Action item:** Marietta will look into where the GMO statement is located on the SIVB website and try to get it more visible.

8. **Action item:** Tom Flynn will work with the Public Policy Committee to develop a public policy statement on GM animals.

9. **Action Item:** Public Policy Committee will develop a policy statement on gene editing with the

help of Albert Kausch, Tom Flynn, and Wayne Parrott.

Approved Motions for the 2017 Meeting

Motion: A motion was made to adopt the agenda for the February 2017 Board Meeting.

Motion: A motion was made to adopt the minutes from the September 2016 Board Meeting

Motion: A motion was made to approve the emeritus membership request for Dennis Laska.

Motion: Motion made to have 2019 meeting at Tampa with a leaning toward the downtown Marriott Tampa Waterside, should concessions be adjusted favorably.

Motion: Motion to made to award the Lifetime Achievement Award to Greg Phillips.

Motion: Motion was made for Miho Furue to receive the Fellow Award.

Motion: Motion was made for Kan Wang to receive the Fellow Award.

Motion: Motion was made for Alan Wenck to receive the Distinguish Scientist Award.

Motion: Motion made to develop an education statement on genetically modified animals.

Motion: Motion was made to adjourn.