

Minutes for SIVB BOARD OF DIRECTORS MEETING
Raleigh Marriott City Center
Friday, June 9 and Saturday, June 10, 2017 in University AB

Participants: Dwight Tomes (President), Eugene Elmore (Past-President), John Harbell (President Elect), 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), Elena Arthur (Student Co-chair-IVACS), Addy Alt-Holland (2017 Program Chair), Marietta Wheaton Ellis (Managing Director), Michele Schultz (Publications Manager for Publications Update), Michael Dame (Chair, IVACS), Whitney Harchenko (Student Co-Chair-PBS), Mary Welter(Chair, PBS), and David Songstad (2018 Program Chair)

The Meeting was called to order at 6:30 pm on **June 9, 2017**.

1.0 INTRODUCTION

1.1 Adoption of Agenda

The Board of Directors reviewed the agenda for the June 2017 Board of Directors Meeting. Addition to Agenda: Jeffery Adelberg wants to bring another group to St. Louis in 2018 and have possible joint session. This matter will be placed in “other business”.

Motion: A motion was made to adopt the agenda for the June 2017 Board Meeting. The motion was seconded and passed.

1.2 Adoption of Minutes

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

1.3 Outstanding Action Items

The secretary read the outstanding action items and the board members gave updates.

Outstanding Action Items from the May 2015 Board Meeting

1. 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**. **June 2017 update: Albert will address these issues in his education report tomorrow.**

Outstanding Action items from the June 2016 Board Meeting,

2. Dave Songstad and Ad Hoc Committee (J. Finer, J. Harbell, D. Tomes) will explore the concept of an online poster session a little more because the NSF has had some interest in

supporting it (e.g. how to enter, who will have access, etc.). **February 2017 Update:** This action item is **ongoing**. **Dave will talk about this action item tomorrow.**

3. 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:** Will be discussed during the committee reports. This action item is **ongoing**. **June 2017 update: No update but will work on this action item at this meeting.**

Outstanding Action Items for September 2016 BOD meeting

4. 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**. **June 2017 update: Letter is drafted and is to be discussed during the June meeting of the Finance Committee. Action item till ongoing but taking shape.**

New Action Items from February 2017 BOD meeting

5. **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. **June 2017 update:** John H. talked to the SOT and a booth would cost \$800 and next year meeting is in San Antonio in March. John and Brad will work a\on a booth. Marietta will get more information (costs, cutoff dates, etc.). **BOARD ACTION WILL BE NEEDED FOR APPROVAL. This item is ongoing**

6. **Action Item:** Marietta will pursue the Tampa venues in detail for the 2019 meeting. **June 2017 update: A contract has been signed with the Tampa Marriott Riverside. This has been completed.**

7. **Action item:** Marietta will look into where the GMO statement is located on the SIVB website and try to get it more visible. **June 2017 update: NBM: An additional link has been added to the Resources column on the SIVB homepage. This has been completed.**

8. **Action item:** Tom Flynn will work with the Public Policy Committee to develop a public policy statement on GM animals. **June 2017 update: This action item is ongoing.**

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. **June 2017 update: This action item is ongoing.**

1.4 Emeritus Ratification/Deceased Members

Sydney Green has applied and is requesting Emeritus status. A discussion followed and his bio was reviewed.

Motion: A motion was made to approve the emeritus membership request for Sydney Green, and the motion was seconded and passed.

The board acknowledged the passing Dr. Gordon H. Sato, Society for In Vitro Biology member and Lifetime Achievement Award recipient. He passed away peacefully on March 31, 2017.

2.0 2017 MEETING UPDATE

2.1 2017 Scientific Program Update

Addy Alt-Holland gave an overview of this year's program. She expressed that the committee has developed a great program this year and reviewed the number of sessions, workshops, and poster sessions as well as discussing the abstract submissions and some issues that arose from this year's submissions.

2.2 Chinese Association for the Human Evolution

The board was made aware of two issues concerning abstract submissions. The first involves abstracts submitted that were lacking science integrity. It was discussed that those abstracts that cannot show basic scientific ethics should not be accepted or presented at the meeting. The second issue was concerning ethical misconduct of a student submitted abstract. The latter was brought to the attention of the program chair from the student's advisor (a non-presenting author of the abstract) stating he did not authorize the submission and the work to be presented was not yet accomplished.

Action Item: The Program Chair (Addy Alt-Holland) and Marietta inform will incoming Program Chair and the Program Committee of these issues and remind them to reject abstracts that do not meet a basic level of scientific ethics.

Action Item: Marietta and the incoming Program Committee will work on a method to add a level verification from advisor on student abstract submissions. A method will also be added so that all authors listed on an abstract have knowledge and approve of the submission.

Motion: A motion was made to accept these action items [informing the incoming Program Chairs to reject abstracts that do not meeting a basic level of scientific ethics and author/supervisor approval of submissions]. The motion was seconded and approved.

2.3 Meeting Statistics/Meeting Update

Marietta presented the statistics and updates of the meeting. Both registration and abstract submission totals were a little lower than the San Diego meeting last year but our F&B cost was much lower. Exhibitor booth numbers were about the same. Organizing committee developed some great tours and participation is expected to be full.

The Keynote Symposium will be held on Monday, June 12 from 10:30 am – 12:00 pm in Room 306BC. At the end of the session, Dr. Atala will stay to take a group photograph with the students. Afterwards, the Keynote Symposium Reception will be held in Ballroom C from 12:00 pm – 12:30 pm. The In Vitro Animal Cell Sciences and Plant Biotechnology Business Meetings are planned for Monday, June 12, 6:00 pm to 7:30 pm and section Program Planning meetings will be held on Sunday, June 11, 2017 from 7:00 am – 8:00 am.

On Monday night, the Joint Sections social will welcome back the return of Hobbit Nirvana, SIVB's own House Band, from 7:30 pm – 10:00 pm. We have made arrangements with MillerCoors for a beer donation to be used at the various events during the meeting.

The student program is full and includes sessions on Sunday and Monday as well as the competitions for both posters and oral presentations.

The Research Triangle tour is full and there is limited space for the other special events and tours during the meeting.

The Mobile App is up and running. The goal will be in future meetings to start to eliminate some of the paper material in the meeting bag by offering the app along with a Virtual conference bag through the app. In addition, we are trying to stress networking opportunities through the My Network Connections in the app.

Society awards will be given out during the Opening Ceremony on Sunday afternoon. The keynote speaker is scheduled for Monday with a shortened keynote reception.

Monday evening at 9 pm will have a special viewing of the documentary "Food Evolution." Due to a short notice making it available during this meeting Wayne and Dwight paid for this license fee (\$750) out of their own pocket.

Action Item: Finance committee will discuss the possibility of funding the presentation of the film Food Evolution in a rapid response meeting tomorrow. The board members are also going to pledge funds to help incur some of the costs.

2.4 Student Committee Meeting Update

Elena gave an update on student activities. This meeting will have two student symposia: "Tips and Techniques for Public Speaking" and a Student Resume Workshop. Elena also mentioned that there was a low turnout for the non competitive student oral presentation session.

Action Item: Whitney will try to find additional students for the student oral presentation session.

2.5 Fundraising

Marietta provided an overview of the contributions to date. Fundraisers were very active and raised \$92,201 + \$12,300 to cover speaker expenses through a USDA grant awarded to the University of Wyoming. Another grants was received from NC Biotechnology Center. Several new companies contributed this year. Contributions include: \$44,001 for the Plant Activity Fund, \$8,200 for the In Vitro Animal Cell Sciences Fund, \$2,500 for the Agricultural and Environmental Research Symposium (IVACS), \$11,000 for the Student Initiative, \$1,000 for the Keynote Symposium, \$6,000 for the Lifetime Achievement Awards for Drs. Phillips and Sato, \$700 for the Student Travel Award, \$10,000 for the Flow Cytometry Workshop, and \$8,800 for the General Meeting Fund. Next year will be more challenging as the biotech industry continues to merge.

3.0 2018/2019 MEETING UPDATES

Marietta gave an update on 2018 and 2019 meetings.

3.1 2018 Meeting Update (St. Louis)

The meeting is a week after Memorial Day at the Hyatt Regency. This means that deadlines for publications and other meeting needs will move up by 1 week compared to this year. The Program Chair is Dave Songstad. At this time, they are discussing several outing options for a social event from the botanical gardens to a baseball game. Our contracted room rate and room block size is the same as the current meeting in Raleigh.

3.2 2019 Meeting Update (Tampa)

A contract has been signed with the Tampa Marriot Waterside Hotel and Marina. The 2019 Meeting will be held from June 8 – 12. Planning is just beginning but the board needs to identify a program chair for the meeting in advance. It should be someone from the IVACS section.

Action Item: The board needs to identify a Program Chair for 2019.

3.3 2020 World Congress location suggestions (for board action)

Board discussed possible options for the 2020 World Congress. Due to the international participation of the Japanese Co-sponsors, World Congresses are held on or near the West Coast. Possible locations suggested by the board to research include Denver, Portland, San Francisco, and Seattle.

Meeting adjourned at 8:85pm.

Meeting re-convened at 8:00am Saturday, June 10.

4.0 TREASURER'S REPORT

4.1 April Financial Statements 2017 and 2016 Year End Finances (Annual Report)

Barbara Doonan gave an overview of the Society's financial statement. Overall we are sound but guarded. Our unrestricted funds are down slightly from where we would like to be (less positive from last year). Revenues are keeping us in the black are from the journal royalties and fundraising. We would like to have a stronger financial cushion as our margin continues to be thin. David Songstad suggested that SIVB try to organize a trip to St. Louis and the surrounding areas to visit various local companies to fundraise.

Action item: Dave Songstad and Marietta will look into visiting various local companies for the purpose of fund raising and look into forming a committee to assist with this task.

4.2 IVACS Financial Statements

Marietta gave an overview of the section finances. The PBS appears to be holding it's own but the IVACS financials are running into negative figures. Corporate fundraising needs to improve. A discussion on possible fundraising opportunities ensued.

Action Item: An Ad Hoc Committee (chair, TBA) will look into alternative funding streams and how to attract additional industry sponsors for the IVACS section.

Motion: Board recommends cost for joint social should be adjusted yearly to reflect section attendee registration rather than the current 60PBS/40 IVACS split. Motion seconded and approved.

5.0 PUBLICATIONS

Michael Fay gave an overview on the publication report. The business office did an excellent job putting the report together. Michele Schultz joined the meeting at this time.

Michele gave the Publications and Springer Updates. In Vitro-Animal is doing well with the number of submissions and increased page budget that was part of the new contract beginning in January. The impact factor decreased a little, but there is hope that some high impact articles from special issues which will be coming out in the near future could assist us in the next year's IF. One of the possible reasons for the drop was the increased volume of published manuscripts as IF is determined by the number of manuscripts vs. the number of citations in a given time frame. If the additional manuscripts aren't cited, it can adversely affect us.

In Vitro-Plant continues to have issues with the flow of papers causing delays in publication. In addition, lower page numbers can negatively impact our royalties. A possible solution was discussed by focusing on publishing more special issues.

Both journals are now following the updated ethical compliance requirements set forth by Springer.

Michele gave an update on Website activity, analytics, social visibility and social marketing. She discussed reach vs. engagement in Facebook postings. Springer's annual report was included in the board packet and Michele gave highlights of the update, including publication times, most cited articles, and altmetrics.

Michele left the meeting at that time.

6.0 COMMITTEE REPORTS

6.1 *Membership Statistics/Update*

Marietta gave an update on the 2017 member statistics. While regular membership numbers are consistent with this same time last year, there is a slight decrease for all membership numbers. Sponsor a buddy program numbers are a bit lower than last year.

6.2 *Long Range Planning Update/Michael Horn Endowment*

John Harbell gave the Long Range Planning report. The Michael Horn Endowment fund is currently at \$16K. Dave suggested that we keep it fund raising mode for now.

Action item: Dave S. will reach out to Trisha Horn to formalize how the Michael Horn Endowment fund should be used.

6.3 *Nominating - 2018-2020 Election*

Eugene gave an update for the nominating committee. The packet has a list of candidates. Most candidates have been identified but there are few slots still needing to be confirmed.

Action Item: Marietta will confirm individuals on the candidate list for 2018-2020 elections are willing to run and will send out to board for final approval.

6.4 *Education*

Marietta presented Albert Kausch's report. The Education Committee is working on two key issues. 1. Pursue new ways to address public policy issues and promote education and

outreach on broad reaching topics in biotechnology. 2. Working with the Public Policy Committee to develop a policy statement on gene editing. These action items are of considerable importance to the activity of SIVB, educational institutions and the public interest.

6.5 Awards

6.5.1 Student Affairs - 2017

Marietta gave a report for the Student Affairs committee on behalf of Pam Weathers. Student winners will be presented their awards at the business meeting. Marietta also brought to the Board's attention that the Phillip White Award is getting into its principle and is in need a mechanism to rejuvenate it or find an alternative way to make distribute the award.

Action Item: Marietta will report back to the board of the principle amount in the fund Phillip White Award so the board can take future action to keep the award viable.

6.5.2 Lifetime Achievement, Distinguished Scientist, Fellow & Young Scientist

Dwight acknowledged the recipients of the Lifetime Achievement, Distinguished Scientist, Fellow & Young Scientist Awards. Lifetime Achievement Awards are being presented to Gregory C. Phillips and J. Denry Sato. The Distinguished Scientist Award recipients is Allen R. Wenck. Fellow Award winners are Miho Kusuda Furue and Kan Wang. The Young Scientist Award is awarded the Sukhpreet Sandhu.

6.6 Public Policy

No report given; however, Dwight mentioned that the Society should be engaged in policy, but be careful not to get caught up in personalities. SIVB was not on the list for March for Science, because only half of the board responded to the request when it was sent out for a vote.

Motion: Motion to have SIVB sign the March for Science statement. The motion seconded and passed.

Action Item: Dwight as the President for SIVB will sign the organization up for the March for Science.

7.0 SECTION UPDATES

Michael Fay gave an update in the IVACS section session activities. Mary Welter gave the update for the PBS session activities. Mary also put out the idea of putting on an all day workshop to tie a specific company to the workshop.

8.0 OTHER BUSINESS

8.1 Annual Report Approval

Dwight presented the annual report to the board for their approval.

Motion: Motion was made to approve the annual reports. The motion was seconded and passed.

8.2 SIVB Business Meeting Agenda

Marietta reminded that if your name is on the agenda to be present to provide the high points of your report.

8.3 Assignments and Review of Action Item

Harold Trick recapped Assignments and reviewed of Action Items

8.4 Selection of Fall BOD Meeting Date/St. Louis

Marietta will send out dates for the Fall BOD meeting.

Other Business

Jeffery Adelberg proposal to bring another group to St. Louis in 2018 and have possible joint session was tabled as he was not present at this meeting.

Action Item: Marietta and Dwight will look into Jeff Adelberg's request to hold a meeting in conjunction with the 2018 meeting in St. Louis.

Action Item: Marietta will send out dates for BOD meeting in Fall after consulting with Dwight.

Meeting was adjourned at 11:30am

Action Items for SIVB Board

Outstanding Action Items from the May 2015 Board Meeting

1. **Action Item:** 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. **June 2017 update.** No update from PPC. This action item is **ongoing**.

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2. **Action Item:** 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. **June 2017 Update:** This action item is **ongoing**.

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17. **Action Item:** Marietta will report back to the board of the principle amount in the fund Phillip White Award so the board can take future action to keep the award viable.

18. **Action Item:** Dwight as the President for SIVB will sign the organization up for the March for Science.

Action Item: Marietta and Dwight will look into Jeff Adelberg's request to hold a meeting in conjunction with the 2018 meeting in St. Louis.

Action Item: Marietta will send out dates for BOD meeting in Fall after consulting with Dwight.

Motions made at the SIVB BOD Meeting June 9 and 10, 2017:

Motion: A motion was made to adopt the agenda for the June 2017 Board Meeting. The motion was seconded and passed.

Motion: A motion was made to adopt the minutes from the February 2017 Board Meeting and the motion was seconded and passed.

Motion: A motion was made to approve the emeritus membership request for **Sydney Green**, and the motion was seconded and passed.

Motion: Marietta will get more information, costs, date cutoff etc. on the Society of Toxicology meeting. Board action will be needed to have a formal vote when the all the appropriate information has been gathered..

Motion: A motion was made to accept these action items [informing the incoming Program Chairs to reject abstracts that do not meeting a basic level of scientific ethics and author/supervisor approval of submissions]. The motion was seconded and approved.

Motion: Board recommends cost for joint social should be adjusted yearly to reflect section attendee registration rather than the current 60PBS/40 IVAC split. Motion seconded and approved.

Motion: Motion to have SIVB sign the March for Science statement. The motion seconded and passed.

Motion: Motion was made to approve the annual reports. The motion was seconded and passed.

Motion: Motion was made to adjourn meeting. The motion was seconded and passed.