

**Minutes for SIVB BOARD OF DIRECTORS MEETING
March 2, 2019**

Participants: John Harbell (President), Allan Wenck (President Elect), Sukhpreet Sandhu (Vice President), Barbara Doonan (Treasurer), Harold Trick (Secretary), John Finer (Member-at-Large-PBS), Kan Wang (Member-at-Large-PBS), Fredy Altpeter (2019 Program Chair), Brad Upham (Member-at-Large-IVACS), Michael Dame (Member-at-Large-IVACS), Wayne Parrott (Public Policy), Michael Fay (Publications Chair), Marietta Wheaton Saunders (Managing Director), Adrienne Brown (Student Co-Chair), Sepideh Mohammadhosseinpour (Student Co-Chair), Maria Jenderek (for Awards), and Michele Schultz (for Publications).

The Meeting was called to order at 10:00 am (EDT) on **March 2, 2019** via teleconference.

1.0 INTRODUCTION

1.1 Adoption of Agenda H. Trick

The Board of Directors reviewed the agenda for the March 2019 Board of Directors Meeting.

Motion: A motion was made to adopt the agenda for the March 2019 Board Meeting. The motion was seconded and passed.

1.2 Adoption of Minutes H. Trick

The Board of Directors reviewed the minutes from the November 2018 Board of Directors Meeting. **Motion:** A motion was made to adopt the minutes from the November 2018 Board Meeting. The motion was seconded and passed.

1.3 Outstanding action items H. Trick

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

Outstanding Action items from the June 2016 Board Meeting

1. Action Item: 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. June 2018 Update: Nothing to report at this time but the LRPC will meet later this week. **November 2019 Update:** Will be discussed during LRPC section. **2019 March Update:** Alan will set up a meeting of the LRPC during the 2019 In Vitro Meeting in Tampa. The action item is **ongoing**.

Outstanding Action Items from June 2017 BOD meeting

2. 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. **June 2018 Update:** Brad and John attended the SOT meeting and had a number of positive interactions but it was a little late in the year as companies have already made their commitments. Brad and John plan to reconnect before next year's SOT meeting. Marietta has a list of the contacts and will be following up. **November 2018 Update:** Committee will be getting together soon by teleconference to discuss this item. **March 2019 Update:** Marietta reached out to the SOT contacts winner with invitation to

attend the 2019 In Vitro Biology Meeting. The action item is **completed**.

Action Items from October 2017 BOD meeting

3. Action Items: John Harbell the public policy committee approach Greg Davis at Sigma to help to write a public policy on GE animals. **June 2018 Update:** Nothing to report at this time but John should see Greg at this meeting and talk with him then. John will talk to Greg Davis about off target effects and how they differ in animals. **March 2019 Update:** John will follow on this action item before June meeting. This action item is **ongoing**.

Action items made at the SIVB BOD Meeting June 1-2, 2018

4. Action Item: Marietta will look into the Grand Rapids area for hotel sites and for St. Louis for 2022 meeting. **March 2019 Update:** This process will not get started until after the June 2019 Meeting. This action item is **ongoing**.

5. Action Item: Brad Upham and Michael Dame will do an analysis of local support for the upper Midwest and identify stakeholders for both IVACS and PBS. **November 2018 Update:** Brad's depart head interested in helping and Justin Colacino are interested in looking into the Grand Rapids area. **March 2019 Update:** Still in progress, Brad is working with his department head. This action item will be **ongoing**.

6. Action Item: Business office will look into changing and tweaking our Tweets. **November 2018 update:** New tweet online for #sivb and swamping out our site. Will talk about this later during this meeting. **March 2019 Update:** Tweets have been adjusted to reflect links to journal articles almost exclusively with occasional posts providing deadline dates and other pertinent information for members as necessary. **This item will be addressed in more detail during the publication committee report.** This action item is **complete**.

Action items made at the SIVB BOD Meeting November 2-3, 2018

7. Action Item: Marietta will put together a package together on the Michael Horn Fund and present to board how to move forward. **March 2019 Update:** The Michael Horn Endowment Fund Update is provided in BOD packet and will be presented later in this meeting. **This item is completed.**

8. Action Item: Michele will look into true cost of rebranding website (ex. SIVBiology or SIVBBiology) and present to the board within the next few weeks. The Board will follow up with discussion and vote in late November for going forward with a plan. **March Update:** Business office still working on this item. After the board meeting, a listing of potential URLs was provided to the board for their vote with potential costs via an online vote. The URLs provided were approved and the Business Office is currently purchasing and setting these online URLs to redirect to the SIVB website. Information on this action item should be gathered on or before the June meeting. This action item will be **ongoing**.

9. Action item: Marietta will look into cost options of each off-site functions in detail and get back to the Board for Board action. **March 2019 Update:** After the board meeting, Marietta researched

and provided final cost options and event descriptions for the 3 potential tours (Aquarium, Cruise and Clearwater Beach). The board voted to proceed with the Aquarium event and offer a limited number of discounted tickets to student attendees. **This item is complete.**

10. Action items: Marietta will look into Durham, Greensboro, and Charlotte a little more for possible 2021 locations. **March 2019 Update:** This information will be provided in the 2021 Meeting update of this packet. **This item is complete.**

11. Action item: Barbara will formalize the process with Albert and will work on the disclaimer for the link to A. Kausch's course website. **March 2019 Update:** Information if posted on the SIVB website. **This item is complete.**

12. Action item: Marietta will research the website donations, how to streamline it, and report back to the board. **March 2019 Update:** The Business Office researched both our in-house records as well as public archives to locate both images and bios of each of the honorees for whom the SIVB Student Awards were named. This also included reaching out to UMBC who houses our archive to find information on some of the honorees that were not visible online or in our historical publications. These descriptions and images were provided to the Board for approval. Once approved, the updated text and images were added to the donations section of the website. Additionally, the Donate button, which had been placed in the footer of the main SIVB website, was moved from the bottom of the page to the top menu header so that anyone visiting the main SIVB website will be able to see and click on the link easily from the home menu. The Business Office is still looking to make the action more seamless and add accompanying photos but **this item is considered complete.**

13. Action item: Dwight will send his list to the nominating committee and set up a conference call with the committee. **March 2019 Update:** Marietta talked to Dwight and the nomination field is in good order. The nominees are listed in the BOD packet. **This item is complete.**

14. Action Item: Marietta will help flush out the Code of Conduct/Code of Ethics. **March 2019 Update:** Still working on Code of Conduct but the board did approve the Code of Ethics which is on our website. See Code of Conduct/Code of Ethics Update following this document. This action item will be **ongoing.**

1.4 Deceased Members/Emeritus Ratification (for board action) H. Trick

1.4.1 Deceased member

The board acknowledged the passing of R. Ian Freshney, who has died aged 80. He was a cancer biologist and a pioneer in cell culture techniques who made an important contribution to new approaches for treating cancer patients. In 2001 he received the SIVB Distinguished Lifetime Achievement Award in recognition of his exemplary research achievements and pioneering contributions to the field of cell culture.

1.4.2 Emeritus Ratification

Dr. Robert M. Hoffman 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 Dr. Robert M. Hoffman, and the motion was seconded and passed.

Dr. Steven Hausman 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 Dr. Steven Hausman, and the motion was seconded and passed.

2.0 2019 IN VITRO BIOLOGY MEETING UPDATE

2.1 Program Update

F. Altpeter

Fredy gave an update on the 2019 program. The sessions for the program are in very good shape and the majority of the sessions have been finalized. Brad and Addy are finalizing speakers for their 3D modeling session. The student and Post-Doctoral oral competitors have been selected and, unlike former years, we have greater participation in the Plant Post-Doctoral competition. The keynote speaker this year is June Medford from Colorado State University who will present "Synthetic Biology for Engineering Plant Genetic Circuits: from Predictable Electronic-like Functions to Innovative Desalination." This presentation will be held Sunday afternoon during the Opening Ceremony from 3:15 pm – 5:00 pm.

2.2 Meeting Update /Meeting Statistics

M. Saunders

Marietta provided an update on the meeting statistics. Registration is up from this time last year. As of Feb 20th, there were 172 registrations compared to 110 around the same time last year. As with last year, we are offering group registration rates and as of this time we have 11 people from one organization. Beckman Coulter has agreed to sponsor the Flow Cytometry workshop for \$13,000 which will include funds to cover speaker reimbursements, which they had previously covered on their own. New for this year is the student reception/pizza party Saturday 530 pm - 6:30 pm for the students to meet the Board of Directors and Section Officers. We currently have two new exhibitors this year and the logistics for the special events are progressing. Marietta provided an update of the events and committee meetings during the event on the schedule of functions. Event tickets sales are lower than expected so the Business Office will be sending out broadcast emails as reminders. It was brought up that it is difficult to justify events such as the banquet on University grants. It was suggested that having a registration including the banquet would improve turnout.

Action Item: Marietta will look into providing two registrations brackets for next year: one to include banquet and the other one without.

2.3 Fundraising/Vice President's Report

S. Sandhu

Suhkpreet gave an update on fundraising efforts. It has been a difficult year with all the mergers going on but overall, it has been fairly successful in obtaining donations. She feels that getting the program out early and advertising it has helped the fundraising efforts. She noted significant contributions from Corteva AgriScience and BASF, as well as Beckman Coulter for the Flow

Cytometry Workshop. We have been successful with new contributors as well.

Wayne suggested that there are opportunities to write an NSF meeting proposal as the Plant Genome Program recognizes transformation as a national needs area and there is a real push on synthetic biology. The student workshop activities would also be inline for mentorship. There is no deadline for submission and the proposals are evaluated throughout the year. Wayne is willing to polish the proposal if someone else takes the initiative. Marietta will look to see what we have on hand from past years submissions. The students would also like to get involved with the process.

Action Item: Marietta will provide the fundraising committee with past grant proposals submitted on SIVB behalf for possible NSF grant.

2.4 Student Update Adrienne Brown/Sepideh Mohammadhosseinpour
Adrienne Brown and Sepideh Mohammadhosseinpour noted that the Education and Student Committees are scheduled to hold 3 sessions for student attendees: a Sunday session on RNA sequencing, a Monday Employer Engagement Luncheon, and Non-competitive Oral Presentation session on Monday afternoon. They are looking for member participation for the luncheon and will work with the Business Office to distribute a list of topics that they would like to have members participate and discuss with the students.

3.0 TREASURER'S REPORT B. Doonan

Barbara provided the Treasurer's report. December reports are not available at this time as our accountant retired and the CPA has taken over the accounting activities. This is a learning curve to understand our organization and the file transfer program utilized previously is not functional. Barbara is hoping to get the financial statement within the next few weeks.

4.0 2020 WORLD CONGRESS AND 2021 MEETING UPDATE

4.1 2020 World Congress Update M. Saunders
Marietta gave an update on the 2020 World Congress. The Congress will be held at the Town & Country San Diego from Saturday, June 6 – Wednesday, June 10, 2020 with a room rate of \$180/night. The total room block is 800. The concessions are listed in the board packet.

4.2 2021 Meeting Venue Discussion M. Saunders
Marietta went over possible cities for the 2021 meeting. The biggest hurdle is the city of Raleigh's new policy not to provide a bid until 24-months in advance of future meetings for events that utilize fewer than 700 rooms on peak and a less than a 75,000++ Food and beverage minimum. Other venues were explored including, Durham, NC; Greensboro, NC; Norfolk, VA; and Charleston, SC. Marietta provided a detailed analysis of the venues which was included in the board packet. After discussion the board decided that Raleigh was still their primary destination, but selected Norfolk as a backup if further negotiations with Raleigh do not work out.

Action Item: Marietta to work with Norfolk and Raleigh in more detail and bring back to the board in June.

5.0 AWARDS

M. Jenderek/J. Harbell

Maria Jenderek joined the call on behalf of the Awards Committee to review the Committee's recommendation included in the board packet.

5.1 Lifetime Achievement Award Nominations

M. Jenderek/J. Harbell

Lifetime Achievement Award – 2 applications have been received for Lifetime Achievement Award: Tetsuji Okamoto and Barbara Reed. Maria Jenderek presented an overview Lifetime Achievement Award reviewing the nominations and the nomination committee's recommendations. After discussion the board made two motions.

A motion was made to accept Tetsuji Okamoto as the recipient of the Lifetime Achievement Award. The motion seconded and passed.

A motion was made to accept Barbara Reed as the recipient of the Lifetime Achievement Award. The motion seconded and passed.

5.2 Fellow Award Nominations

M. Jenderek/J. Harbell

2 applications have been received for Jeffrey Adelberg and Charles Neal Stewart, Jr. Maria Jenderek presented an overview the Fellow Award Nominations and the nomination committee's recommendations. After discussion, a motion was made.

A motion was made to accept Jeffrey Adelberg and Charles Neal Stewart, Jr. as the recipients of the Fellow award. The motion seconded and passed.

5.3 Distinguished Scientist Award

M. Jenderek/J. Harbell

3 applications have been received for Fredy Altpeter, Ian Curtis, and Harold Trick. Drs. Trick and Altpeter recused themselves from the discussions and went offline. Maria Jenderek then presented an overview the Distinguished Scientist Award Nominations and the nomination committee's recommendations.

A motion was made to approve Harold Trick as the recipient of the Distinguished Scientist Award. The motion seconded and passed.

There was further discussion regarding the hierarchy of the Fellow and Distinguished Scientist Awards as it was suggested that the 'Distinguished' category was a lower category award than the 'Fellow.' Further discussion was held as to whether changes should be made in the 'Distinguished Scientist' and 'Fellow' award descriptions.

In addition, there was discussion on the policy of submitting nomination packets and whether a new nomination packet, for the same nominee and the same award category, may be submitted after 2 nomination years the candidate was not selected? The current 'perceived' rule was that a

nomination packet is valid for 2 years and no further nomination for the same award category might be considered.

These two topics have gone back to the Awards Committee for their discussion during the June 2019 Meeting.

Harold Trick and Fredy Altpeter rejoined the meeting.

5.4 Young Scientist Award

M. Jenderek/J. Harbell

3 applications have been received for Raj Deepika Chauhan, Jessica Rupp, and Yiping Qi. Maria Jenderek presented an overview the Young Scientist Award Nominations and the nomination committee's recommendations.

A **motion** was made to approve Raj Deepika Chauhan as the recipient of the Young Scientist Award. The motion seconded and passed.

There was further discussion regarding whether eligibility, based on the number of years after terminal degree completion, be reconsidered (extended). This topic will go back to the Awards Committee for their discussion during the June 2019 Meeting.

Maria Jenderek left the call.

6.0 PUBLICATIONS

Michele Schultz joined the call.

6.1 Publications Update

M. Fay/M. Schultz

Michele reviewed the publications update. The animal journal is being published on schedule and page numbers are beginning to look healthier with issues reaching close to or slightly higher than budget. The journal's impact factor has risen to 1.447, which is a positive sign. The plant journal page numbers are looking better as well. Since the transition to the new IAPB Secretariat, the submissions to the IAPB seem to have risen and the page counts for their issues are starting to get closer to budget. Springer recently reviewed our 4-color page charges and determined that it was simpler to remove the charges as they do not affect our bottom line significantly. They have decided to provide 4-color images in print at no cost to the authors or SIVB. This has been updated in both publications.

6.1.1 Contract renewals for IVA/IVP EIC

M. Fay/M. Schultz

Contracts for both Editors-in-Chief for *In Vitro – Animal* and *– Plant* are up for renewal. The Publications Committee reviewed the performance of both editor and voted via email to recommend that both be offered a renewal of their contract.

A **Motion** was made to retain both Editors-in-chief for IVA (Tetsuji Okamoto) and IVP (David Duncan) for another four-year term. The motion seconded and passed.

Michael Fay provided an update on the *In Vitro Report*. They are currently working on finalizing the upcoming issue would like to thank Marietta and Michele for working on the new format on the website.

Michele provided the board with updates on the website, SIVB visibility, and social marketing which included an overview of the recent Facebook/LinkedIn posts and Twitter feed. The latter has been adjusted to address the requested updates from the Board to simplify the Twitter posts to focus on articles from the journals and infrequent postings regarding deadlines. She also discussed the traffic for the site and Google analytics from the most recent month. She noted that the new biotechnology course education opportunities page is up and running after they had addressed some nonfunctional YouTube links.

7.0 COMMITTEES

7.1 Nominating: 2020-2022 Election

D. Tomes

Marietta provided the progress 2020-2022 Nomination slate on behalf of Dwight Tomes. The nominate slate is coming along very well and all positions should be completed by the June meeting and for board action. The current slate in process was provided in the board packet for review.

7.2 Membership

V. Dayeh/M. Saunders

Marietta provided the membership report. Between 2017 and 2018 we had a decrease of 3.1% for all membership and a decrease of 1.8% for Regular members. Marietta pointed out the membership drop for this past year from 451 to 437 isn't bad, especially when you acknowledge that we lost only 5 regular members. However, this does make clear that we do need to keep aware of building and retaining not only our regular members, but also our Student and Post Doctoral members.

The Membership Committee has also been working on an initiative with the Program Committee. A Google doc was created and shared with the Local Organizing and Membership Committees to identify provide outreach to companies and universities in Florida or other states nearby and non-local companies which might be interested in our organization. The potential contacts would be approached directly to request their attendance at our upcoming meeting and encouraged to join the Society. A protocol was designed for updating and reaching out to those on the list. This is a continuation of the program that was developed by the Membership Committee last year and provides a shared mechanism to reach a greater group of potential members.

7.3 Long-Range Planning

A. Wenck

Alan gave the long-range planning report. He has been going through the past committee's report and looking at their initiatives. He is getting together the metrics and action items for the committee. One initiative he would like implemented is to have the board members submit a small report to the *In Vitro Report* focusing how the society has benefited our individual careers to showcase the benefits of being a member in the Society. He would also like to make up a set of

questions for the award winners on the impact of the Society had them. This may help increase membership. He will also bring up in the June meeting a possible having a recognition category for those who have made a charitable donation (whether it is through a 401K contribution or other avenue).

7.4 Public Policy

W. Parrott

He has written a column in the recent *In Vitro Report* on how to communicate science. He is currently waiting for USDA to unveil its policy on gene editing for plants and animals.

7.5 Education

A. Kausch/M. Saunders

Marietta provided update for the Education Committee which reviewed the Issues in Biotechnology Course and other activity for the Education Committee. There was no additional information to report beyond the student program for this year's meeting and the of linking the biotechnology course on the website.

8.0 OTHER BUSINESS

The status of the Michael Horn Fund was discussed. Marietta provided details on how much had been raised to date.

Action Item: An Ad Hoc Committee will be formed to discuss the criteria and award level for the Michael Horn Endowment Fund. **John Finer will chair this committee.** Jerry Ranch and Dave Songstad were suggested as members on this committee.

9.0 ADJOURNMENT

Motion for adjournment second and passed.

Meeting ended at 1:32pm EST.

Motions made at March 2019 BOD meeting

Motion: A motion was made to adopt the agenda for the March 2019 Board Meeting. The motion was seconded and passed.

Motion: A motion was made to adopt the minutes from the March 2019 Board Meeting. The motion was seconded and passed.

Motion: A motion was made to approve the emeritus membership request for Dr. Robert M. Hoffman, and the motion was seconded and passed.

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Motion was made to accept Harold Trick as the recipient of the Distinguished Scientist award. The motion seconded and passed.

Motion was made to accept Raj Deepika Chau as the recipient of the Young Scientist Award. The motion seconded and passed.

Motion was made to retain editor in chiefs for IVA (Tetsuji Okamoto) and IVP (David Ducan) for another four-year term. The motion seconded and passed.

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Action items

Outstanding Action items from the June 2016 Board Meeting

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NEW ACTION ITEMS (2019 March BOD Meeting)

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include banquet and the other one without.

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