

SIVB BOARD OF DIRECTORS MEETING MINUTES

Jun 4, 2021

Participants: Allan Wenck (President), John Harbell (Past President), Addy Alt-Holland (President Elect), Piero Barone (Vice President), Sukhpreet Sandhu (Secretary), Barbara Doonan (Treasurer), Kan Wang (Member-at-Large-PB), Todd Jones (Member-at-Large-PB), Michael Dame (Member-at-Large-IVACS), Cynthia Goodman (Member-at-Large-IVACS), Raj Deepika Chauhan (2021 Program Chair), Michael Fay (Publications Chair), Wayne Parrott (Public Policy Chair), Marietta Wheaton Saunders (Managing Director), Veena Veena (PB Secretary-Treasurer), Ian Curtis (PB Vice Chair), Mae Ciano (IVACS Chair and 2022 Program Chair), Vivian Dayeh (IVACS Co-Chair- Membership and Membership Committee Chair), Maria Jenderek (Awards Chair), and Michele Schultz (for Publications Discussion)

The Meeting was called to order at 10am (EST) on June 4, 2021. The meeting was convened by phone/Zoom.

1.0 INTRODUCTION

1.1 *Adoption of Minutes*

The Board of Directors reviewed the minutes from the March 2021 Board of Directors Meeting. Members noted concern with how some of the contents from the meeting were captured and changes were proposed including rephrasing the Awards Discussion and a correction to the discussion of recently deceased members. The minutes were not adopted.

New Action Item: Marietta will prepare a revised set of March 2021 BOD meeting minutes which will be presented to the board for their review and approval via email.

1.2 *Adoption of Agenda*

The Board of Directors reviewed the agenda for the June 2021 Board of Directors Meeting. There were last minute items added prior to the meeting which were brought to the Board's attention.

Motion: A motion was made to adopt the agenda for the June 2021 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. Items that were listed as being completed were not discussed.

OUTSTANDING ACTION ITEMS:

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. **2020 February Update:** No new updates. **2020 June Update:** Allan, Addy and Vivian will work together to make some recommendations. **2020 October Update:** Allan, Addy and Vivian presented some recommendations, but continued discussion is needed. The action item is **ongoing**. **June 2021 Update:** A lot of progress has been made. Cross communication has been established

between different Chairs of different committees. LRPC discussed what groups we should be targeting to recruit members and encourage post doc and students to join. A recommendation to engage governmental/regulatory and industry representation was suggested as there is potential to bring in more membership. **The action item is ongoing.**

Outstanding Action Items (March 2019 BOD Meeting)

4. Action item: The Development Committee will work to getting the past and current student co-chairs involved in grant writing for session support. **2020 February Update:** The students will be included on email communications as the grant writing proceeds. The action item is **ongoing**. **2020 June Update:** Student involvement in grant writing was limited due to the tight time frame in which the last grant was developed. Piero will take this up with Max and Sadanand to increase student involvement in grant writing process. **2020 October Update:** Sadanand is working on a 1-pg for the NSF grant submissions. Student Co-chairs will be involved in the next stage. This item is **ongoing**. **March 2021 Update:** The 1 page is complete. Student co-chair will be involved in the next steps. **June 2021 Meeting:** Because of the timing, the student chairs could not be involved in the writing, but the student chairs will be involved in grant writing in future. **The action item is ongoing.**

Action Items from (2020 October BOD Meeting)

9. Action Item: Piero will take up the advertisement of the 2021 In Vitro Meeting in the Development Committee as an effort to increase our presence on the different social media platforms. Piero will coordinate with the Business Office. **March 2021 Update:** The Business Office provided flyers for the meeting to Piero and the Development Committee for disbursement. Piero will continue to advertise, already done a big job. **June 2021 Meeting:** As of this meeting, no further advertising will be needed for the meeting. **The action item is complete.**

14. Action Item: The Business Office will work toward updating the committee pages to include a description of the committee and images of the chairs. **March 2021 Update:** The Business Office has begun to add the photos of Committee Chairs to the pages and has been working on finalizing descriptions of the Committees to place on the various pages. There are a few Committee Chairs from whom we need pictures, and we are reaching out to those committee chairs at this time. **June 2021 Meeting:** The Business Office will work with the committees over the summer and if changes are needed for the governing documents, that will be addressed during the fall election. **This action item is ongoing.**

19. Action Item: Cindy and Lucy will discuss options for additional webinar content from the 15th International Conference and look to provide a program for members. **March 2021 Update:** New ideas on the channel, whether webinar or podcast. Cindy suggested to discuss with the Social Engagement Committee. **June 2021 Meeting:** This will be taken up after the June meeting. **The action item is ongoing.**

20. Action Item: Piero will provide Marietta with a list of companies that may be a good fit for creating webinars for SIVB members. **March 2021 Update:** Piero has not yet provided this as he noted that this may be more discussion with the program committee as the webinars may need to fill in the gaps of the annual meetings. This is a larger discussion regarding adding additional content to fill the gaps. **June 2021 Meeting:** The focus of the webinars has changed. The goal of the programs is to

have a speaker who has expertise in a specific field for SIVB members and show where the field may head in the future. **The action item is complete.**

Action Items from (2021 March BOD Meeting)

21. Action Item: John Harbell will finalize a position paper in response to the USDA to be published in our journal. **March 2021 Update:** Finalize a position paper in response to the USDA. A policy statement has been put together. But the statement should be published. There will be a session that Piero is convening. Alison has accepted to talk at this session. John will talk to Wayne Parrott. **June 2021 Update:** John will approach Wayne for guidance on how to prepare the submitted letter to format as a manuscript for publication in the SIVB journals. **This action item is ongoing.**

22. Action Item: Marietta will move the mission, vision and values to a separate tab for increase visibility. June 2021 Meeting: **The action item is complete.**

23. Action Item: Board to discuss inclusion and diversity at the next meeting in June. **June 2021 Update:** There is a good diversity within the organization, but it was felt that we need to have a clearer statement on our website which is easy to find on the website. Addy has been collecting statements from a number of groups and is working on the developing a D&I statement including some text from the recent SIVB's NSF proposal. The goal is to present this draft to the board in October. Addy will work on a short draft statement based on her research which will be presented to the Board at the October meeting for discussion. She will reach out to Barbara, Sukhpreet, Cindy, Allan, John, and Marietta plus any other members of the Board who would like to participate in a discussion prior to presenting it to the board. **This action item is ongoing.**

New Action Item: Todd will send a copy of a similar diversity statement that he had worked on with another organization of which is a board member to Addy to assist in preparing the D&I statement.

2.0 SIVB 2021: In Vitro OnLine Update

D. Chauhan

2.1 2021 SIVB: In Vitro OnLine Update

Deepika provided a brief an update on the 2021 program. She thanked Marietta, Angela and Kristina for accommodating the speaker and convener needs for the program. There was only one cancelled symposia due to speaker cancellation issues, but all other sessions are on schedule to occur as planned. She also thanked Piero for all of his efforts in advertising the talks and sessions for the program.

2.2 Meeting Statistics/Meeting Update

M. Saunders

Marietta gave an update on the meeting statistics. There were 199 abstracts in 2021 which is similar to last year. We have fewer paid abstracts compared to last year. Paid registration comes to 283. The major difference is the group registrations. We had a total 153 group registrants. Total registration was 460 compared to 236 registrants from last year. And as of today, there are 513 total registrations for this meeting including free and paid attendees. We also have exhibitors this year. Registration will be open through June 9, so others may continue to register after the start of the meeting.

The transition from a live to an online meeting started on Jan 9, 2021. This was done before the major campaigning for the meeting had occurred. Marietta reviewed the steps for setting up the program where the Saturday programs, plenaries and keynote session were pre-recorded and would be live streamed with on-screen speaker Q&A. Other symposia and contributed paper sessions are held through Cadmium through pre-recorded presentations on their website. This includes the poster gallery. A few sessions will be held through chat rooms for the interactive posters and exhibitors, plus we are including live Zoom webinars. In addition, the Exhibitors were included in a spotlight program which provided them with 15-minute presentation for attendees to watch. Board members are encouraged to acknowledge and engage with the exhibitors and attend their events.

Piero explained we have been trying to write grants to various organizations including NSF. The committee wrote a one-page proposal. It was suggested to aim a multi-year proposal. Because the submission was too close to the deadline for our event, it was determined that it would not be approved in time. Because of this, Diane Okamuro helped us leverage funds that Stan Gelvin received from NSF through Purdue to apply to our program. He received approval to transfer \$10,000, less administrative fees, that he received from NSF to support the SIVB program. Next year, the committee will be proactive in writing a multiyear proposal and will be looking at additional agencies besides NSF. Addy will work on behalf of the IVACS section to see if there are additional granting opportunities as well. Piero voiced appreciation of Diane who found a way to work with us to support our needs. Marietta thanked Wayne for his help in putting us in contact with NSF.

Cindy provided an update on the International Conference program. Most speakers from last year's program agreed to participate this year and we gained new speakers to replace those who could not participate. The organizers are looking forward to the program and live discussion. Marietta noted that this will be concurrent with the Flow Cytometry workshop on Saturday.

Marietta also noted that the Michael Horn Emerging Technology Plenary Symposium will be held on Monday morning. This session is supported by a contribution from the Michael Horn Endowment Fund and we look forward to future sessions that will be supported by these contributions. It is encouraged for people to attend the start of the session to see the presentation that was prepared in Michael's honor and acknowledges his accomplishments and his support of SIVB.

The 2021 awards will be presented on Sunday as part of the Opening Ceremony. In addition, Planning Committee meetings will be held via Zoom and will be used to plan for 2022's program. Mae Ciancio is the 2022 Program Chair. Board members are encouraged to attend their respective PB or IVACS meeting on Tuesday at 5:30 PM (IVACS) and 7:00 PM (PB). The student affairs meeting will be held on Tuesday at 1:00 PM.

Piero asked if the PB Jr. Co-Chair had been confirmed yet and noted they should be in place before the planning meetings are held.

Marietta reviewed the rest of the events occurring during the SIVB 2021. Based on discussion with the Executive Committee, SIVB researched the company Remo to provide our Welcome Reception and Joint Sections Social. Remo creates a virtual reception room with tables and seats at each table. Once you create a profile and join the room, you can move freely from table to table to chat with those in the room. You can use a search feature to find others in the room and have them meet you at a table where you will enter into a private chat with up to 6 other people who will be “sitting” at the table with you. The Program Chair will also have the ability to “present” to let people know how to get around the room. The events will be the exact time as indicated in the program and those who wish to continue chatting can use the messaging feature in the event website to continue their conversations, should they wish. All of the board members and section chairs should be in attendance to populate the tables.

As there are portions of this year’s meeting where speakers are live and responding to questions, we have organized a small group of our returning volunteers to assist the Business Office. They will be monitoring the sessions to make sure questions placed in discussion are moved to where the speaker can respond to them, monitoring the video chat sessions for the Interactive Posters, and encouraging those not speaking to mute their microphones to facilitate a better experience for the attendees. They will also be viewing and asking questions on all poster sessions to encourage engagement.

With the transition to a virtual meeting, SIVB cancelled their contract with the Hilton Norfolk The Main and paid a reduced \$50,000 cancellation fee to be released from the 2021 In Vitro Biology Meeting contract. In addition, we were able to apply a credit of \$43,000 from the fee as deposits for future meetings in 2023, 2025 and 2029.

Marketing: While Michele will talk about the publications for the meeting later, Marietta addressed the evaluation that was provided. Last year we were achieving a far greater response to the evaluations compared to in person events. Once we return to in person meetings, we plan to provide the evaluation both on site and emailed to attendees after the event ends. The 2021 Evaluation is on the event website and will also be emailed to the attendees after the event to encourage response. It was suggested that the online evaluation be made available throughout the meeting and a suggestion was made about offering smaller surveys each day for the 2022 meeting.

2.3 Fundraising

P. Barone

2021 fundraising was very successful and Piero thanked Max Jones for his exceptional work. Barbara, John and Dwight were also thanked for their personal contributions to the organization. Marietta acknowledged Bob and Gale Lawrence who have been avid supporters of the SIVB. There was a total of approximately \$107,000 raised which does not include the funds we will be receiving from Purdue University/Stanton Gelvin/NSF. Marietta also acknowledged Piero for all of his efforts on behalf of the organization, including holding monthly Development Committee meetings and his efforts regarding group registrations for the meeting. The board all thanked Piero for his great handling of the Development Committee even during a difficult year and keeping IVACS engaged as part of the process in fundraising.

2.4 Student Committee Meeting Update

E. Hill/A. Ozturk

Evan presented the update on behalf of Alperen and himself. The student chairs are excited to share the workshop and the speakers they have organized for the students. Evan acknowledged Brad for his support and guidance in creating the program and locating exceptional speakers. He is looking forward to the Education Committee meeting to vote in the new student chairs and looks forward to the return of the networking luncheon and other student programs at the next in person meeting.

3.0 2022, 2023, 2024, 2025 AND 2029 MEETING UPDATES

3.1 2022 Meeting Update

M. Saunders

2022 is expected to be a live meeting in San Diego at the Town and Country Resort. Mae Ciancio has graciously agreed to be the 2022 Program Chair. The 2022 Program Committee Meeting will be held on Wednesday and the board members are encouraged to be in attendance.

This 2022 meeting will be in San Diego due to the contract arrangements made because of the cancelled 2020 World Congress in person contract. This will be shorter meeting with the program running from Saturday, June 4 - Tuesday, June 7. The room rate is fairly good, but we do need to think about the program as we won't have Wednesday as a day of sessions. We are planning to use Wednesday as a day of offsite scientific tours. We are also hoping to reach out to those who had been Co-Chairs of the 2020 Local Organizing Committee in hopes that they will participate as Co-Chairs of the 2022 Meeting. We do have a fairly large room block. The total block is 800 and we have to fill 80% of that block which is 640 room nights. The Food and Beverage is a bit higher than what we are accustomed to, but we will likely meet that without concern. We need to encourage attendance.

The Fall Board Meeting will be in person at the Town and Country in late September/ early October 2021.

A question was asked regarding whether the 2022 meeting will be entirely live or if there will be an opportunity for virtual participation. Marietta noted that we are hoping there will be some components that will be virtual, but it is too early to make a definite decision at this time. With the shortened schedule, board members were reminded that the program would reduce the sessions by 1 Plenary, 1 Animal and 2 Plant sessions.

Wayne noted that most people don't understand what a room block is and its purpose and suggested that an *In Vitro Report* article be written that talks about why attendees should book at the meeting hotel and its importance to the SIVB. There was discussion on the hybrid model and if the registration rate for virtual options would be different than the live meeting. SIVB has to think about the options as it is very expensive to offer both live and virtual events. The Executive Committee will look at the options with the Business Office so we can have discussion during the October Board meeting. Veena suggested that those at other countries could set up satellite meetings so they could attend in a group and watch the program virtually. It was also suggested we could have available online in vitro background images for people to use as backgrounds for Zoom meetings which can be used for social

engagement and PR while members are attending the other meetings. Also suggested was having a selfie/photo corner with the SIVB and event logos at the SIVB meeting which can be discussed further with the Social Media Committee.

Action Item: Allan to discuss with Social Engagement Committee creation of Zoom backgrounds that could be displayed on our website for marketing and other ways to promote SIVB through selfie/photo contests.

3.2 2023, 2025 and 2029 Meeting Updates

M. Saunders

The 2023 meeting will be held from June 10-14, 2023. This will return to the full meeting schedule including a Wednesday program; however, we are looking at having field trips during the middle of the meeting. Norfolk is close to both DC and North Carolina and visits could be incorporated to these locations. Wayne suggested the option of starting the meeting on a weekday rather than a Saturday as the benefits of starting a meeting on a Saturday are not as applicable anymore (flight discounts, etc.). Marietta noted that we may wish to look at adjusting the meeting in future. The 2029 meeting may have some flexibility regarding changing our room block, etc, but that event is ending on Tuesday as well. It is possible to look at Saturday not being the start day though many do wish to finish up their work week before they head out to an event.

3.3 2024 World Congress Location Update

M. Saunders

2024 World Congress Schedule is currently open and date changes can be discussed further with the board. Normally this is held on the West Coast. We have not engaged with a hotel at this point and this is the time for us to determine what we want to do. We also have the opportunity to provide some major changes to the program format.

The current list of cities is St. Louis, Portland, San Diego, Vancouver, Las Vegas, San Antonio, and Seattle. St. Louis was encouraged as a location for the World Congress due to the current activity in the area in both industry and academia. The Missouri government is trying to incentivize their locations for people to hold events and this could make the city more financially viable. Sacramento was also mentioned as a city with an excellent concentration of ag tech companies including larger established and startups.

This is a good time to start determining 2024's location as hotels are more willing to negotiate at this time. It was suggested that we need to look at the cost for a 3-day vs a 4-day conference. Marietta stated that even with a shorter program, registration costs should not be changed.

Action Item: Marietta will start to contact a short list of cities including St. Louis, Portland, San Diego, Vancouver, Las Vegas, San Antonio, and Seattle as potential locations for the 2024 World Congress.

4.0 TREASURER'S REPORT

4.1 Finance Update

4.1.1 2020 Year End Finances

B. Doonan

Barbara gave the update on the 2020 financials. She noted that SIVB does an excellent job in communication and collaboration. We had a late start to organize the transition to a virtual meeting, but the meeting turned out very well for the organization. Our mainstays are our journals and our annual meeting. While we were not as profitable as if we had an in-person meeting, we are in good shape. Our investments continued to make a profit, but we are still very conservative.

4.1.2 April Financial Statements 2021

B. Doonan

One of the benefits for this year was that the Executive Committee was able to sit down and think through the 2021 meeting plans in advance. It is felt that transitioning to a virtual meeting was a good decision and we look to be even more profitable than last year's meeting. Our royalties look to be the same as last year. The board agreed that the financials are in good hands. Planning our meetings for the next year early seems to be providing us with a financial advantage. Marietta was complimented on her negotiation skills.

4.2 IVACS Fundraising/Speaker Expenses (*for your information*)

M. Saunders

4.3 PB Fundraising/Speaker Expenses (*for your information*)

M. Saunders

Marietta has touched base with each section to go over their administrative fees and speaker registration fees from the last meeting. Both sections have approved the fees to be transferred.

5.0 PUBLICATIONS UPDATE

5.1 Publications Update

M. Fay

M. Schultz

Michele gave publications update. The Animal journal is behind schedule and we are actively working to get it back on schedule. John Harbell addressed the recently released Special Issue on 3D Organoids. For the Plant journal, the publications are coming out on schedule with a healthy paper flow. David Songstad is working on a special issue on Genome Editing which we are trying to publish for the July/August issue.

5.2 Springer Update

M. Schultz

Springer noted lower paper flow in submissions compared to last year, but it is expected that most of this was due to the pandemic as many of our submissions are from China and other countries that were hard hit early and tend to submit to the journal. We are still making our base royalty and some additional royalties. The list of people who should be in attendance at the Springer/SIVB/IAPB meeting was reviewed.

Michael Fay spoke about the *In Vitro Report* noting that we had an increase in submissions as people were unable to meet each other in person due to the pandemic. The publication has been having a bigger impact. Board members are encouraged to submit articles and other content for the publication to share the news of their committee or other information that you want to share with the membership to encourage member participation.

Michele discussed the build of the 2021 event website. It was challenging, but everything is up and running for the event. In addition to the action items from the last meeting, the main projects have been the transition of the SIVB program on the main website to the final program, the build of the Virtual Event website, and the build of the mobile app.

Allan noted we have the Social Engagement Committee reviewing the platforms we currently have and how to make them work for us more. We are going to start an Instagram account after the June meeting. This is something the students use a lot and the committee has been coming up with a lot of good ideas on how to utilize the platform. The Business Office is requesting the board members each provide a short video about what they like about SIVB or how it has benefitted them. This can be recorded on their phone and will be used to create testimonials for our fall membership drive.

Action Item: Allan will include an agenda item which includes bringing the Social Engagement Committee to the October Board meeting to make a presentation and introduce themselves and talk about their initiative.

Michele reviewed the most recent activity on Facebook and the posts that generate activity on our site and through social media. She next reviewed the SEO and analytics for our three sites. Google Organic Searches have been growing due to the SEO work that we have been doing. Much of the Referral traffic can be attributed to the work that Piero did to advertise our events. She reviewed the search terms that were the most popular in April. The SIVB Terminology page steadily brings people to our site. There was discussion on how to get SIVB to move up in Google searches. Michele noted that one thing that could help the organization is to determine appropriate keywords and use alt-tags (hidden words in graphics, etc.) that would draw activity to our site through searches. Michael Fay will discuss a game plan on how to do this with the Publications Committee later this month. Michele urged the BOD to share articles that they like on social media. Michele noted that even our historical content for the *In Vitro Report* is still of interest to our members. Board members are encouraged to share articles from our website through social media channels you use.

Action Item: Michael to discuss with Publications Committee keywords to add alt-tags to help SIVB appear in appropriate Google searches.

Michele then gave a virtual tour of the SIVB 2021: In Vitro OnLine event website and walked through the site's functionality.

5.2.1 Springer Report/Meeting

M. Schultz

Michele gave a brief overview of the Springer Annual Reports for both *In Vitro - Animal* and *In Vitro – Plant* addressing our paper flow, where papers are being submitted, production time, circulation, usage and citations, PubMed link outs, Altmetrics, usage of Shared-it links, and Impact Factor. There was a question regarding the staff changes we had experienced in the past and it was confirmed that the staffing has remained steady in the last year. Members are encouraged to publish to both journals. *In Vitro – Plant* has moved into the 2nd quarter for impact factor in 2020 which is terrific news. Michele withdrew from the meeting.

6.0 COMMITTEE REPORTS

6.1 Membership Statistics/Update

V. Dayeh/M. Saunders

Vivian Dayeh provided the membership update. Between 2020 and 2021 there has been a small increase but most of this is from the student membership. There is a dip from prior years from regular members, but the numbers have begun to rebound from the 2020 drop in membership due to the pandemic.

Membership Initiatives include the free member webinars, 2-year membership renewals, Speaker membership offers, Student Buddy sponsorship, and membership invitations to authors publishing in the SIVB journals.

The Membership Committee met the day prior and has proposed some recommendations to increase membership. These include: sending additional reminders regarding the Member-get-a-Member program; more active outreach by the Membership Committee to former members who have lapsed, creating stronger connections to the other committees including Education, Development and LRPC, working with Social Engagement Committee to increase outreach to include member benefits and tag lines for increased visibility, extending the discounted membership offer sent to journal authors to all authors of a manuscript, outreach to University Post Doc societies to engage them, identifying research areas that would benefit from SIVB, encourage members to engage with potential members when attending other conferences, connecting with LOC for 2002 looking at local members who could become members, offering more webinars and extending outreach to global targets, and creating local chapters where there is a critical mass in a region (i.e. Europe or Asia chapter) to connect to members abroad. Vivian requested the board's feedback. The BOD discussed government outreach as people in those fields need to understand quality control cell culture in their work. Questions were asked about how we can target cell culture companies and focus on this area for the 2022 Meeting Program. Piero mentioned that we have presented posters at other meetings (maize and genomic meetings). It was suggested that SIVB should go back to doing this. Vivian asked for help identifying which events we should participate with posters.

Action Item: Piero and Marietta will provide Vivian with details regarding which meetings SIVB has participated in with posters recently.

Regarding creating local chapters, Marietta explained that when we had US local chapters previously, they went under a lot of governmental scrutiny. They needed to have their own bank accounts, constitution, bylaws, etc. It became a burden for the chapters and the SIVB headquarters. DC had a great group, but it became too much of a burden for all involved. It would be easier to have them still be under the SIVB and not individual chapters. It was agreed that we should continue outreach activities abroad but not necessarily self-sustaining local chapters. The majority of our membership is in North America, but journal publications and student meeting attendees are from other countries, and we could be tapping into those audiences. Vivian asked whether the board would be ok with the Membership Committee exploring making connections abroad and expanding webinars globally to report back to the board on the possibilities.

Action Item: Vivian will explore with the Membership Committee into making connections abroad and expanding webinars globally to bring back to the board.

6.3 Awards

6.3.1 Student Awards

P. Weathers/A. Wenck

The report of the recipients of the 2021 Student Awards was provided to the board.

6.3.2 Lifetime Achievement, Fellow & Early Career

M. Jenderek/A. Wenck

Maria gave an update of the Awards Committee. A total of seven nominations were received, six were recommended, and five candidates were awarded. The SIVB has the capacity to award 10 candidates each year. A suggestion was made for changing the nomination deadline be moved from Feb 1 to Jan 20th for allow for the Committee to be able to have more time to review the award applications. They also wished to ask the board if awards are decided on simple majority or a super majority. It was confirmed it was a simple majority. In the past there was motion to establish a team award, but the Committee decided not to recommend it. Lastly, the Committee had previously recommended that the Distinguished Scientist Award be allocated for up to two people from each section, but the Board had decided at that time that it should be 1 person per section as originally designed.

A question was raised regarding whether the committee was addressing the criteria for awards. Maria noted that they are working toward specifying that the Fellow award is for service to the Society and the Distinguished Scientist Award is for achievements in research. In addition, the Early Career Award is being revised to state the requirement be “preferably 10 years from terminal degree” rather than cutting off at 10 years to allow more flexibility.

6.3.3 Roles and Procedures of the Awards Committee with the Board of Directors

B. Doonan

Barbara Doonan reviewed the rules and procedures of the Awards Committee and how it interacts according to the Bylaws of the SIVB. Per the Bylaws, the Committee has an elected Chair and additional members appointed by the Chair to broadly represent the Society. She reviewed the procedures and protocols of the Award nomination and review process. The Board does not rubber stamp recommendations but serves as secondary review of the recommendations proposed by the Awards Committee to allow for more peers of the organization to review and determine if they are in agreement with the proposed recommendations.

6.4 Public Policy (See Annual Report)

W. Parrott

Wayne had to leave the meeting and the board was directed to review the Annual Report for the Public Policy Update.

6.6 Nominating Committee

J. Harbell

The Nominating Committee’s job is to create a slate of qualified candidates. The Committee has 1 candidate for each of the IVACS offices and 2 candidates for the Board offices with the exception of Secretary, Treasurer, Publications Committee and Public Policy Chairs. The Plant

Section will need two candidates for each office as it is a larger section. The committee is planning to have the complete slate for the board to vote by email after the June meeting.

6.5 Education

B. Upham/A. Wenck

Allan noted that Brad provided him with some bullet points for the Education Committee Report. The Committee met weekly to come up with the program that they were presenting at SIVB 2021. Allan suggested BOD to review the Education Committee Annual Report. They have not had enough people at a meeting to review the survey results. Brad is planning bi-monthly meetings past the June meeting with the new co-chairs.

6.2 Long Range Planning Update

A. Alt-Holland

Addy encouraged everyone to read the LRPC Annual Report. Addy gave a review of the activities covered by LRPC. The Committee is a blend of members from all areas (new, long-term, academics, industry, law, etc.). Committees are speaking together as eventually all plans will be implemented throughout the organization. We as a Society are uniquely positioned to provide a wealth of information to all aspects of society including speakers such as the FBI speaker that Addy organized for her session. The Social Engagement Committee put together by Allan has members from both Plant and IVACS arenas participating and looking at how to share information. Alperen brought the International Association of Agriculture Students (IAAS) to SIVB's attention, and this could be another area to increase student connection to SIVB. He provided a short document which Addy shared with the board. Also discussed were what we could leverage about what we learned from the 2 virtual meetings.

The committee also discussed donations and will be creating a small sub-committee to look into stages and regulations for what we can and can't have on the website. Veena asked about the Silent Auction and if it would be happening during a virtual meeting. It will return for the in-person meeting.

Action Item: Addy, Alperen, Vivian, Brad, Piero, and the IAAS to look at ways to work together with the organization to encourage more student members and will bring ideas to the board.

7.0 SECTION UPDATES

7.1 In Vitro Animal Cell Sciences Section Update

M. Ciano

Mae Ciano provided a report for the board that Addy presented as Mae had to leave the meeting early. For the 2021 Meeting, IVACS has 36 speakers at 6 symposia, 1 contributed paper session, 12 interactive poster, 17 regular posters and 3 silent abstracts. Next webinar is expected to be an IVACS topic. IVACS raised \$23,000 in contributions for the 2021 meeting.

7.2 Plant Biotechnology Section Update

S. Dhekney

Sadanand was not available to participate in the meeting, but board members were directed to review his report in the Annual Report.

8.0 OTHER BUSINESS

8.1 Annual Reports Approval

A. Wenck

Cindy noted that there was an error in how BASF was listed in the Historical and Records Committee report. The Business Office will make this correction. Addy asked if it would be possible to update the Committee Chair listing for her committee in the online document.

Action Item: Marietta to correct the listing of BASF and Dr. Alt-Holland's position in the Annual Report.

Motion: A motion was made to approve the Annual Report. The motion was seconded and passed.

8.2 Assignment and Review of Action Items

S. Sandhu

Action items reviewed by Sukhpreet. Additional action items were added below.

Action Item: Piero would look into the Trademark "In Vitro Online" tagline.

Action Item: In the LRP Committee to bring information to the board regarding the language to be added to the SIVB donation button so it is in a compliant manner.

8.3 Awards Committee Continuation

I. Curtis

Barbara introduced the topic and noted that the Constitution states that the Board is the governing body of the organization. The Awards Committee is key to foster the mission of the Society. The role of the Awards Committee is to assist the Board in governance of the Society. The bylaws state that the Awards Committee is to source nominations, review and vote to determine what would be recommended to BOD for ratification. The BOD can confirm and approve or decide not to confirm and approve the nominees. Recommendations are not guaranteed to be accepted. John Harbell noted that there are a number of committees, ie, the Nominating Committee can put forward a slate, but it is not guaranteed that the board will accept each person listed on the slate. He also pointed out the BOD is the fiduciary of the SIVB as a nonprofit.

There was further discussion regarding the award nominations for the Distinguished Scientist Award for 2020 and 2021. The nominators agreed that what they submitted was sufficient for the Committee to consider a nomination and accepted the decision of the board. If a nomination is rejected, it is up to the nominator to voice any concern or objection as the nominee often does not even know they have been nominated for an award.

Motion: A motion was made to reject the subject item of the discontinuance of the Awards Committee from the board discussion. The motion was seconded and passed.

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

Motions from the June 2021 Board of Directors Meeting

Motion: A motion was made to adopt the agenda for the June 2021 Board Meeting. The motion was seconded and passed.

Motion: A motion was made to approve the Annual Report. The motion was seconded and passed.

Motion: A motion was made to reject the subject item of the discontinuance of the Awards Committee from the board discussion. The motion was seconded and passed.

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

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. **2020 February Update:** No new updates. **2020 June Update:** Allan, Addy and Vivian will work together to make some recommendations. **2020 October Update:** Allan, Addy and Vivian presented some recommendations, but continued discussion is needed. The action item is **ongoing**. **June 2021 Update:** A lot of progress has been made. Cross communication has been established between different Chairs of different committees. LRPC discussed what groups we should be targeting to recruit members and encourage post doc and students to join. A recommendation to engage governmental/regulatory and industry representation was suggested as there is potential to bring in more membership. **The action item is ongoing.**

Outstanding Action Items (March 2019 BOD Meeting)

2. Action item: The Development Committee will work to getting the past and current student co-chairs involved in grant writing for session support. **2020 February Update:** The students will be included on email communications as the grant writing proceeds. The action item is **ongoing**. **2020 June Update:** Student involvement in grant writing was limited due to the tight time frame in which the last grant was developed. Piero will take this up with Max and Sadanand to increase student involvement in grant writing process. **2020 October Update:** Sadanand is working on a 1-pg for the NSF grant submissions. Student Co-chairs will be involved in the next stage. This item is **ongoing**. **March 2021 Update:** The 1 page is complete. Student co-chair will be involved in the next steps. **June 2021 Meeting:** Because of the timing, the student chairs could not be involved in the writing, but the student chairs will be involved in grant writing in future. **The action item is ongoing.**

3. Action Item: The Business Office will work toward updating the committee pages to include a description of the committee and images of the chairs. **March 2021 Update:** The Business Office has begun to add the photos of Committee Chairs to the pages and has been working on finalizing descriptions of the Committees to place on the various pages. There are a few Committee Chairs from whom we need pictures, and we are reaching out to those committee chairs at this time. **June 2021 Meeting:** The Business Office will work with the committees over the summer and if changes are needed for the governing documents, that will be addressed during the fall election. **This action item is ongoing.**

4. Action Item: Cindy and Lucy will discuss options for additional webinar content from the 15th International Conference and look to provide a program for members. **March 2021 Update:** New ideas on the channel, whether webinar or podcast. Cindy suggested to discuss with the Social Engagement Committee. **June 2021 Meeting:** This will be taken up after the June meeting. **The action item is ongoing.**

Action Items from (2021 March BOD Meeting)

5. Action Item: John Harbell will finalize a position paper in response to the USDA to be published in our journal. **March 2021 Update:** Finalize a position paper in response to the USDA. A policy statement has been put together. But the statement should be published. There will be a session that Piero is convening. Alison has accepted to talk at this session. John will talk to Wayne Parrott. **June 2021 Update:** John will approach Wayne for guidance on how to prepare the submitted letter to format as a manuscript for publication in the SIVB journals. **This action item is ongoing.**

6. Action Item: Board to discuss inclusion and diversity at the next meeting in June. **June 2021 Update:** There is a good diversity within the organization, but it was felt that we need to have a clearer statement on our website which is easy to find on the website. Addy has been collecting statements from a number of groups and is working on the developing a D&I statement including some text from the recent SIVB's NSF proposal. The goal is to present this draft to the board in October. Addy will work on a short draft statement based on her research which will be presented to the Board at the October meeting for discussion. She will reach out to Barbara, Sukhpreet, Cindy, Allan, John, and Marietta plus any other members of the Board who would like to participate in a discussion prior to presenting it to the board. **This action item is ongoing.**

Action items from the June 2021 BOD meeting

7. Action Item: Marietta will prepare a revised set of March 2021 BOD meeting minutes which will be presented to the board for their review and approval via email.

8. Action Item: Todd will send a copy of a similar diversity statement that he had worked on with another organization of which is a board member to Addy to assist in preparing the D&I statement.

9. Action Item: To develop a webinar series like "Closer Look" to provide content for members during the course of the year. It will be a webinar series, every quarter. Next quarter is a potential speaker from IVACS. It will be good to bring speakers who can bring the historical perspective and envision the evolution. Deepika, Piero and Marietta will work on it.

10. Action Item: Allan to discuss with Social Engagement Committee creation of Zoom backgrounds that could be displayed on our website for marketing and other ways to promote SIVB through selfie/photo contests.

11. Action Item: Marietta will start to contact a short list of cities including St. Louis, Portland, San Diego, Vancouver, Las Vegas, San Antonio, and Seattle as potential locations for the 2024 World Congress.

12. Action Item: Allan will include an agenda item which includes bringing the Social Engagement Committee to the October Board meeting to make a presentation and introduce themselves and talk about their initiative.

13. Action Item: Michael to discuss with Publications Committee keywords to add alt-tags to help SIVB appear in appropriate Google searches.

14. Action Item: Piero and Marietta will provide Vivian with details regarding which meetings SIVB has participated in with posters recently.

15. Action Item: Vivian will explore with the Membership Committee into making connections abroad and expanding webinars globally to bring back to the board.

16. Action Item: Addy, Alperen, Vivian, Brad, Piero, and the IAAS to look at ways to work together with the organization to encourage more student members and will bring ideas to the board.

17. Action Item: Marietta to correct the listing of BASF and Dr. Alt-Holland's position in the Annual Report.

18. Action Item: Piero would look into the Trademark "In Vitro Online" tagline.

19. Action Item: LRP Committee to bring information to the board regarding the language to be added to the SIVB donation button so it is in a compliant manner.