

**SIVB BOARD OF DIRECTORS MEETING MINUTES**  
**Zoom Conference Call**  
**October 24, 2020**

**Participants:** Alan 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-PBS), Todd Jones (Member-at-Large-PBS), Michael Dame (Member-at-Large-IVACS), Cynthia Goodman (Member-at-Large-IVACS), Raj Deepika Chauhan (Program Chair), Michael Fay (Publications Chair), Wayne Parrott (Public Policy Chair), Evan Hill (Student Co-Chair), Alperen Ozturk (Student Co-Chair), Marietta Wheaton Saunders (Managing Director), and Michele Schultz (for Publications).

The Meeting was called to order at 10am (EST) on **October 24, 2020**. **The meeting was convened by phone/Zoom.**

## **1.0 INTRODUCTION**

### ***1.1 Adoption of Minutes***

The Board of Directors reviewed the minutes from the June 2020 Board of Directors Meeting.

**Motion:** A motion was made to adopt the minutes from the June 2020 Board Meeting. The motion was seconded and passed.

### ***1.2 Adoption of Agenda***

The Board of Directors reviewed the agenda for the October 2020 Board of Directors Meeting.

**Motion:** A motion was made to adopt the agenda for the October 2020 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 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**.

#### ***Outstanding Action Items from October 2017 BOD meeting***

**2. Action Items:** John Harbell the public policy committee approach Greg Davis at Sigma to help to write a public policy on GE animals. **2019 September Update:** John, does not feel qualified to take a lead on this point. Wayne suggested Alison L. Van Eenennaam to assist on drafting the position. Wayne will send John H. her contact information. **2020 February Update:** Wayne has sent John a few potential contacts and John is communicating with those contacts. **2020 June Update:** John has has drafted a public policy statement with Alison L. Van Eenennaam but it remains to be figured out how this will be published. **2020 October Update:** John indicated that the plan is to have plenary session and engage members in this dialogue to tackle the issue of off target effects of gene editing and also draft the policy statement. The action item is **ongoing**.

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

**3. Action item:** Marietta will contact Albert Kausch as Education Chair to assist the students in next year's competition and to help formalize the process. **2019 September Update:** The Business Office will be preparing a draft SOP for the competition for Albert and the students review and revise to fit the program. **2020 February Update:** This information has been prepared and is being distributed to the Student Co-chairs

and last year's poster competition organizers to assist with the 2020 Poster Presentation Competition. **2020 June Update:** Marietta and Brad will take this further for the 2021 meeting. **2020 October Update:** Marietta will provide a new protocol to accommodate the changes to Brad and the 2021 Student Co-Chairs. This item is **ongoing**.

#### **Outstanding Action Items (Mar 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**.

#### **Outstanding Action (2019 September BOD Meeting)**

**5. Action item:** **Wayne Parrott, John F. and Harold Trick** will pose questions on the Society website forum to help kick start discussions. **2020 February Update:** Marietta sent a reminder to Wayne to have his colleagues set up accounts on the discussion forum and begin to post questions and replies. Once those posts are propagated on the site, Marietta will be sending out a broadcast email and social media posts to draw participation to the page. As of this time, no posts have been added to the forum. This action item is **ongoing**. **2020 June Update:** The progress has been stalled due to COVID-19. **2020 October Update:** This action item is **complete**.

**6. Action Item:** After the 2022 Hotel contract is signed, **Marietta** will look into Asheville, NC; Portland, ME; Savannah, GA; and Athens, GA for the 2023 meeting. **2020 February Update:** This process will begin when the 2022 Meeting contracts are signed. This item is **ongoing**. **2020 June Update:** Due to COVID-19, we had to switch gears and this will be discussed during this meeting. **2020 October Update:** This is further discussed in the October meeting. This action item is **complete**.

**7. Action item:** The **Publications Committee** to talk to Springer on the subject of Plan S as it affects our royalty stream. **2020 February Update:** The Business office provided this question to Beatrice Menz, our new Editor at Springer. To provide a more informed response, she noted that Springer will do an analysis of the content regarding the trend in recent years with the journals and Open Choice, for example where the authors are coming from by geography and how much of the author base is receiving coalition S funding. She also provided some links to press releases and the ongoing discussion on this issue at <https://www.coalition-s.org/coalition-s-response-to-springer-natures-open-letter-on-transformative-journals/> and <https://group.springernature.com/gp/group/media/press-releases/springer-nature-comment-on-revised-plan-s-guidance/16762552>. We are planning to discuss this further with her in person during the June Springer/SIVB/IAPB Meeting. This item is **ongoing**. **2020 June Update:** This will be discussed during the Publications committee in BOD meeting and further in Publications Committee meeting. **2020 October Update:** This is discussed further in the Publications update. This item is **complete**.

**8. Action item:** Award Committee should examine renaming the Young Scientist Award for future nominations as it may be considered discriminatory. "Early Career" may be more appropriate. **Marietta** will take this issue back the Awards committee. **2020 February Update:** This issue will be discussed at the June Awards Committee Meeting. This action item is **ongoing**. **2020 June Update:** This will be discussed in the Awards Committee meeting. **2020 October Update:** Marietta will organize a meeting with the Awards Committee. This item is **complete**.

**Outstanding Action (2020 February BOD Meeting)**

**9. Action Item:** Marietta will promote the Society's listing on Amazon Smile through avenues such as mass emails, website prominence, and meeting brochures/posters, etc. **2020 June Update:** Amazon Smiles is now listed on the SIVB website, but more promotion needs to be done on social media. **2020 October Update:** This item is **complete**.

**10. Action Item: Awards Committee** to consider a special team recognition award or allow in a current award. **2020 June Update:** This will be discussed in the Awards Committee meeting. **2020 October Update:** This item was also sent to the Awards Committee and Marietta will follow up with the committee. This action item is **complete**.

**Outstanding Action (2020 June BOD Meeting)**

**11. Action Item:** Deepika will coordinate with the PB and IVACS Program Chairs to organize an Emerging Technology Joint Symposium in the 2021 Meeting. **2020 October Update:** The proposal is to organize this session on Sunday or Monday, and the Program Committee is largely in support of the Monday session. This action is **complete**.

**12. Action Item:** Deepika will ensure to invite USDA/FDA representatives for panel discussion on stakeholder input on gene editing in animals/plants. **2020 October Update:** Deepika will connect with Anne Saltarikos regarding the same and get some feedback on the speakers. This action is **ongoing**.

**13. Action Item:** Marietta will look at St. Louis, Grand Rapids, Memphis, Savannah, Asheville and possibly Portland to help narrow down the location for 2023 Meeting. She will present a summary of the pros and cons based on the criteria discussed in the meeting. **2020 October Update:** This action is **ongoing**.

**14. Action Item:** Michael Fay will contact the Plant and Animal Section Officers to identify moderators who could monitor the SIVB Facebook page to help increase article views and increase sharing. **2020 October Update:** Good discussion presented by several members. Kan Wang brought up some concerns that social media engagement has to be full-time job and it requires a lot of effort. Addy indicated this as a topic of significance at the Long-Range Planning Committee Meeting. As per Addy's suggestion, Michael also reminded that there is ramp of activities on promoting the journals and meetings, but it is the responsibility of all members support these promotions and engage. This action is **complete with the creation of a new action item under Publications**.

Piero volunteered to take this up in the Development Committee until we get organized to spin off a Social Media Committee.

**New 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.

**15. Action Item:** During the Springer Meeting on Saturday, SIVB will discuss with Rebecca the staffing turnover with Springer and the causes of these changes. **2020 October Update:** This item is discussed further in the Publications update. **This action item is complete.**

**1.5 Deceased Members/Emeritus Ratification**

No new requests/notifications.

## **2.0 WORLD CONGRESS UPDATE**

### **2.1 2020 World Congress Final Statistics**

Marietta provided an update regarding the cancelled hotel contract. SIVB entered into a new contract with the Town and Country San Diego for 2022 that saved us \$208,000 in cancellation fees for 2020. Every other contract with the vendors including the museum tickets were cancelled and refunded or renegotiated for 2022. All sponsorship money was utilized for the 2020 meeting with the exception of the funds for the 15<sup>th</sup> International Conference which are being deferred to the 2021 Meeting. All funds for the Lifetime Achievement Award were also deferred to 2021.

Marietta gave the update on meeting statistics. There was a loss of meeting registrations. A total of 191 paid, and 153 free registrations, bringing the total to 344, which was less than the 2019 Tampa meeting with 436 registrations. This included group registration at a higher rate than in 2019.

The exhibition was cancelled and most exhibitors deferred their payments toward 2021. There are many positive things to report regarding the 2020 World Congress. The early buy-in by the Keynote Speaker, Alysson Muotri, to present his research via the Virtual Pre-recorded format allowed a more positive transition for the other sessions and speakers' presentations. Even with the loss of some of the panel discussions and industry speakers, the program was cohesive and very well received including providing the ability to include session introductions and for Award recipients to provide acceptance speeches this year. All contributed paper sessions and competitions had strong participation due to the ability of the judges, moderators, and other attendees to pose questions to the participants. This was also true for the Interactive Poster sessions and even some of the general posters. Holding zoom meetings for the Student and Program Planning meetings allowed for an energetic start to the planning for the 2021 program.

We had a total of 200 abstracts of which 44 were from speakers, 68 from students and 88 general submissions.

Marietta stated that a total of \$99,150 was raised for the 2020 meeting. Allan applauded the fundraising efforts. There was question if the meeting broke even and Marietta confirmed that it did. There was more discussion on how we can reach out to those who attended the 2020 virtual meeting.

**Action Item:** Marietta to send an attendees list from the 2020 meeting to the Board.

## **4.0 Virtual Tour of Hilton Norfolk the Main**

Marietta provided playback of video for the virtual tour provided by the Hilton to show the board the meeting space.

## **5.0 2021-2023 Meeting Updates**

### **5.1 2021 Scientific Program Update (Norfolk, VA)**

Deepika shared a few thoughts about the 2021 Meeting program. Most sessions are in place with speakers lined up and the Keynote Speaker confirmed. We are still missing descriptions for a couple sessions that need to be completed. Deepika arranged 2 informational Zoom meetings for the conveners. This was well received by the conveners and applauded by the Board. Conveners expressed their concerns about speakers not accepting virtual presentations or alternatively, others not wanting to travel. The goal was to have student convener for each session, but we have some exceptions. Marietta also helped with the process. Allan iterated It is important to get students involved as much as possible and as early as possible.

## **5.2 2021 Meeting Update/Meeting Statistics**

Marietta gave an update on the venue, the Hilton Norfolk The Main. The 2021 Local Organizing Committee Co-Chairs have been determined and Margaret Young and Deborah Esposito. The Business Office has reached out to our members from North Carolina, Virginia, Maryland, DC and Delaware to see if they would be willing to serve as members of the committee. In addition, we reached out to colleagues recommended by Emeritus Member Alphonse Sirica at Virginia Commonwealth University to ask for their assistance in spreading the word. Current members of the committee include Ted Klein, Yiping Qi, P. Srirama Rao, and Giuseppe Valacchi. The idea is to connect to all the surrounding area in Virginia and neighboring states. The SIVB Business Office prepared flyers for distribution to local universities and corporations by the Committee, which were reviewed by the Program Committee. These have been disseminated to the Program Committee and Development Committee and will be sent to the LOC Committee once members have scheduled their first meeting to distribute these flyers throughout the registration period to scientists in industry and academia as well as students to create interest and encourage attendance to the meeting.

The 15<sup>th</sup> International Conference on Invertebrate and Fish Cell Culture is set for Saturday, June 5<sup>th</sup> from 9:00 AM – 5:00 PM. Cindy Goodman gave a brief update on the program confirming that all speakers are lined up. The Michael Horn Emerging Plenary has been organized to the Monday Plenary “Advanced Biological Tools for Biotechnology Applications.” Michael Horn will be honored at this session. The workshop with Beckman has been approved and is currently in development.

Marietta shared that the hotel room block is 748 room nights and we have to meet 80% of that (596 room nights).

We are in the second year of our two-year Contract with CadmiumCD. This contract provides SIVB with the abstract submission system, invited speaker system, and desktop and mobile versions of the app. We are also looking to expand our usage to include the new features provided to us gratis last year including the poster gallery, audio recording of presentations, and may be looking at either adding video recording or even looking to work with a production company to film the presentations. The Business Office offered all those who registered for 2020 the opportunity to roll their exhibitor registration to the 2020 World Congress. 4 Exhibitors (Bio Chambers, INVITROSOFT Software Solutions oHG, Percival Scientific and Phytotech Labs) accepted this offer and their registration has been transitioned to the 2021 Meeting.

The new website design was released on July 16, 2020. The site content contains quick links to the program, abstract submission, hotel, registration, and important dates, weather widget for Norfolk, the Keynote Speaker, and top-level sponsors on the home page. There are also sections for exhibitors, sponsors, advertising opportunities, things to do in Norfolk, Program Committee Members, Volunteers, Student Awards and Opportunities, travel, visa requirements, registration details, Program Committee Members, deadline dates, hotel information, “Share it” links to various social media or email options, and a return link to the SIVB home page. Information continues to be updated as it becomes available.

Marietta presented the statistics. At this time, we have received 3 registrations and no abstract submissions.

## **5.3 Fundraising**

Piero explained that the Development Committee is meeting monthly and coordinating efforts between PB and IVACS sections. Max Jones is responsible for 2021 Plant fundraising. Funding is confirmed from some contributors. Sadanand is working on preparation of a grant proposal with NSF. The committee is also exploring grant funding opportunities on the IVACS side. Addy is coordinating

this with Kolla, Michael, and others.

#### **5.4 Student Update**

Student update was provided by Evan Hill and Alperen Ozturk. Evan explained that the student committee is holding weekly/biweekly meetings to survey what topics would interest students. These surveys were used to determine some of this year's topics. They noted they have confirmed a speaker, Lyle Burgoon, who will be speaking about RNA seq. They are also in discussions with GeneWiz to cover RNA seq. Dr. Burgoon will also be speaking on machine learning for the Monday Networking Luncheon. This will be 20-30 min talk with Q&A. Alperen gave further updates on the RNA sequencing workshop. There is a survey to further engage the students and understand their interests to help us design future workshops. Allan asked if the survey could be sent to a broader membership, including the board. There were some nice insights obtained from the survey, good ideas for topics.

**5.5 COVID 19 Update:** The board went into Executive Session for this portion of the discussion which was not recorded.

### **7.0 2022 and 2023 In Vitro Meeting**

#### **7.1. 2022 In Vitro Biology Meeting**

To prevent any penalties due to SIVB cancelling the contract for the 2020 World Congress on In Vitro Biology in-person meeting, the SIVB has negotiated a new contract with the Town and Country San Diego for the 2022 meeting. During the negotiations, the Town and Country noted that it would need the SIVB to release meeting space at the end of the day on Tuesday, June 7. This allowed SIVB to negotiate lower hotel and food costs, so we agreed to the adjustment. This means that the scientific program for 2022 will end on Tuesday, June 7 and there will be morning scientific tours provided on Wednesday, June 8. It is possible that there may be additional scientific sessions held on Saturday, June 4. Marietta noted that we received a good room rate of \$187 by giving up the meeting space on Wednesday.

#### **7.2. 2023 Meeting Locations**

Marietta presented a list of cities where SIVB has met during the last few years as well as the locations that the Business Office had recently researched on behalf of the Board. The seven cities, in discussion included Grand Rapids, St. Louis, Memphis, Asheville, Savannah, Athens and Portland, ME. Marietta reviewed the pro and cons of each of the seven cities. For further insight into St. Louis, Marietta and Piero met via Zoom with Veena Veena and Karla Roeber from the Danforth Center to discuss the benefits related to opportunities in hosting the SIVB meeting in Saint Louis including special event options at the Danforth Center and fundraising contacts in the area that SIVB could reach out to should the event be held in St. Louis. There are significant opportunities by holding the event in St. Louis including the large base of members and companies familiar with and interested in the SIVB and its mission including the Danforth Center, Bayer, Sigma Aldrich and others.

The board reviewed information on the Grand Rapids and the opportunities for academic and industry connections that could be drawn on for this program. Additionally, while the pandemic made it impossible for Marietta to travel to Grand Rapids for a site inspection, she was able to participate in a virtual site visit to familiarize herself with Grand Rapids which she shared with the Board.

Marietta suggested that we need to wait before finalizing a location for the 2023 meeting as we don't have a decision on the 2021 meeting at this time.

## 8.0 Financials

Barbara provided the Finance Update as of Aug 31, 2020. SIVB remains in good financial shape. Barbara applauded Marietta's efforts in negotiating the cancellation of the 2020 World Congress contract with the Town and Country and working with Cadmium CD to upgrade our virtual services to host the 2020 meeting. Income from journals is the major contributor to our income combined with annual meetings revenue; however, we have received lower royalties than what we had budgeted for. We will need to both achieve royalties from Springer that are greater than the amounts listed and increase the meeting attendance over the projected budget by at least 25% or more.

**Motion:** To approve the 2021 Budget. Motion seconded and approved.

## 10.0 Publications Update

### 10.1 Publications Update

Michael Fay and Michele Schultz provided the Publications Update. The Animal journal is not currently publishing on schedule; however, submission rates have begun increasing and the number of articles/pages has begun to increase for the year as research labs in Asia began to reopen. We are actively pursuing trying to get the journal's publication back on schedule with Springer. This does not make up for the significantly reduced issues from earlier this year, but it is hoped that we will be able to continue to increase our paper flow to a healthier rate moving forward. Michele reported on concerns from Dr. Okamoto and Fen Wang regarding for-profit companies supplying miRs results to researchers at hospitals, which Tetsu said he would be monitoring. John provided an update on the IVA Special issue on 3D Organotypic Culture Models, noting that we are hoping for publication early next year.

For the Plant journal, the flow of papers has been steadily increasing and issues are expected to publish near to or on schedule. David Songstad is working with Prakash Kumar and some of "Team Thorpe" in publishing a tribute to Trevor Thorpe. Springer has noted that they will provide this article as open access for 2 months.

The Publications Committee voted to transition the Copyright Transfer Form to a License to Publish (LtP). To build this, the Business Office took Springer's version of the LtP and modified it to include some additions based on our journals' needs. The form needs to be signed by one person unless the company of the author owns the copyright. Then the company representative signs it as well. Springer's version of the document was thorough and used inclusive language to cover current and future potential issues that may arise. This change to a License to Publish agreement does not in any way affect the exclusive publishing rights SIVB holds as owners of the journal. Therefore, there will be no changes to the commercial rights or revenue generation for the journals. The main difference is that copyright will be held by the authors under the exclusive license to SIVB. This allows authors to retain copyright and receive clear credit for, and ownership of, their work. The form also includes a statement that if we do not publish the MS, this form is null and void. The Business Office has forwarded this form to Springer for their review and feedback to make sure nothing is in conflict with our agreements and to let us know if they see any items that may be of concern.

At the SIVB/IAPB/Springer Meeting, SIVB was informed by Springer that while we have been concerned with meeting page budgets and having enough physical pages to publish an issue, Springer is more concerned with article count budgets (paper budgets) as to whether we are or are not meeting our annual budgets each year. While IVP has sufficient papers to meet its annual article budget of 85 papers even with the pandemic shutting down research for a few months, the animal journal is struggling to make the 120-article budget expected for this year. As of the September issue, we have only published 73 manuscripts and to make our budget would need to publish 47 articles in the October and November/December issues, which is not feasible with our current paper flow.

Per the Board Action Item, the Business Office discussed Plan S with Springer to find out how they are addressing both Plan S and the potential US Executive Order regarding open access. There has been no activity regarding the Executive Order. Springer noted that Plan S is only applicable to authors from Europe and the SIVB journals have very few European author submissions, so this may not be an immediate concern for us. They noted that our journals have more submissions from Asia and even Latin America. They did inform us that European authors could consider publishing in our journals if we decided to become a transformative publication, which would require at least 50% of our articles to be published open access. At this time, we publish approximately 10% or fewer of our articles OA. The Business Office and SIVB President will be reaching out to Springer to gain a better understanding of what they might be willing to do to help us should we wish to consider becoming a transformative journal, but this is not necessarily something we would consider without first making sure that the SIVB's financial interests (royalties and membership numbers) would not be in jeopardy by this change.

At the June Publications Committee Meeting, the Publication Committee moved to proceed with negotiating a new contract with Springer. The Business Office, along with the President, Publications Chair, and Treasurer are beginning the process of requesting a new agreement for our review and negotiation before the end of the year. Once approved, the new contract would take affect at the start of January 2022.

Michael Fay noted the In Vitro Report is doing well. He mentioned it was a bit harder to get people to respond, but they are responding.

At the end of August, the SIVB website was migrated to a Cent07 SSD server with additional cloud-based storage. We kept cPanel, the control panel used to simplify website management. We also added 70 GB of cloud-based storage to address errors we began to see in processing automated backups as our site continues to grow over time. These changes have helped to secure the website data and provide us with consistent back up system to protect our site long-term.

The Business Office had reached out to the Publications Committee for recommendations of moderators for the new Facebook group we are looking to establish. Michael noted that his is a critical issue that we have members moderating and creating content for social media. We all believe more effort in social media to promote the SIVB, journal etc. due to the virtual world we are currently in. There may need to be other outlets we use, such as Instagram, which many younger people are using. We need to identify regular and student members to coordinate efforts. Michael noted that he felt this may need to be an elected position as you know you have responsibility and need to committee to it for the next couple years and if we feel it is important to the Society, it needs to be an elected position. Michael thought perhaps the secretary in IVACS could be transitioned to a Social Media officer. Marietta noted that we need to make sure that the person doing it is really interested in doing it to help out the SIVB. It was suggested to have a Social Media Committee and chair chosen to focus the intent and that both Plant and Animal sections would be involved.

**Action Item:** SIVB to create an Ad Hoc Social Engagement Committee as a team with each person having a specific responsibility.

Michael also noted that our members are not engaging in the content. It is important that our board members need to start to like and share the content and engaging in the content we currently have. Michele noted that social media algorithms often won't distribute content from businesses unless the company pays for the content, but if individuals share it, its visibility goes much farther. Todd noted that he has been getting significant visibility on LinkedIn on the SIVB group page he owns.



**Action Item:** The SIVB President will appoint a chair for an Ad Hoc Social Engagement Committee. This position can be open to Regular, Post Doc or Student members.

Since the last board meeting, the Business Office has worked on enhancing the Google Analytics (GA) account for SIVB. The site was audited to ensure the data is being tracked accurately and a few minor updates were made to the accounts' settings. They are testing trackers on membership renewal pages, meeting registration pages and the President's report for the IVR. Moving forward, the next steps will be: Improving GA reports and dashboards; considering tracking an email campaign in Google Analytics; creating additional new Google Analytics custom events, metrics, and goals; monitoring the new tracking events and data and making updates as needed; and completing a comprehensive SEO audit and using results/findings to update and enhance the website content to improve our visibility online and through various search engines. Michele noted that pages that have extended retention times, such as the terminology page, should be highlighted to help bring additional attention to the site and our visibility.

**Action Item:** John to write an article for the In Vitro Report to highlight the Len Schiff article about the SIVB and other historical content on the SIVB website.

John asked Michele if there was a way to have page lines on manuscripts as it makes it much easier for the reviewers to do provide feedback and there is nothing in the instructions to encourage authors to do it themselves. He asked if there is a way to have line numbers added to submissions.

**Action Item:** The Business Office will ask Editorial Manager if line numbers can be added to manuscripts that are submitted in IVA for review before they are converted to PDF.

Addy suggested that we try to enhance the descriptions of the committees to include a description of the committee on the page, picture of the chair along with their information.

**Action Item:** The Business Office will work toward updating the committee pages to include a description of the committee and images of the chairs.

Cindy asked about where the search button for the site was located. It was determined it was not in a good location.

**Action Item:** The Business Office to move the search button on the website to the top of the search bar so it is more easily accessible.

## **11.0 Committee Reports**

### **11.1 Education**

The minutes from the Education Committee/Student Affairs meeting held in June were presented for the board's information.

### **11.2 Long Range Planning Update**

Addy provided an update. The goal is to have as many people from both Plant and Animal sections can work together. Addy mentioned that we don't have mission, vision and guiding values and suggested this should be on the website and this was approved by the board.

**Action Item:** Marietta will look in to putting mission and vision on the SIVB website.

Addy reviewed the discussion from the June meeting. Addy was acknowledged for her insight in bringing both sections together as it created clear communication and focused goals of both sections together. Cindy asked if there was a way to promote mentorship on the SIVB website. Addy said that these items are under discussion with the committee to promote mentorship for academia and industry. We need to create a structure to enhance the Student Buddy program with Student Mentors. This may be a change of expectations and may be a topic for the membership committee to discuss. There was discussion on including more keywords that helps to increase our visibility and enhance our social media presence and engagement.

Evan and Addy discussed a suggestion of setting up mentoring sessions with breakout rooms with perhaps 3 different topics to focus on student's interest during the meeting and have breakout rooms on topics with mentors and students. Each room has 2-3 speakers and students can rotate out and ask questions. Alperen voiced concern that some students may be shy and not able to engage in a group situation in a zoom or similar session.

Wayne suggested that we include a list of keywords (bulleted list of disciplines or member studies so search engines can find us more easily. Addy noted that we do have the topics are listed on the site.

**Action Item:** The Business Office will look to revise the "About SIVB" page to bullet out the research topics for more visibility and searchability for SEO.

### **11.3 Nominating Committee**

John presented an update and presented some recommendations from discussion with Dwight regarding how to identify and encourage members to serve in the Society. Items to consider are whether the nominations reflect the membership of the Society (Domestic vs. International, Section and Gender/Ethnic Composition, Experience, etc.), which positions can be held at a distance, and how we might work together to implement a process that is inclusive as possible. John will be approaching all Board Members to work together to come up with a strong slate.

### **11.4 Membership**

There was no meeting of the Membership Committee during the June meeting. Marietta provided an update of the membership numbers comparing last year to this year. There was a significant decrease of regular members from 284 in 2019 down to 218 in 2020 making the total membership drop from 464 in 2019 to 405 in 2020. With the cancellation of the in-person meeting, membership shows a significant decrease of regular and post-doctoral members. Many who purchase or renew their membership do so when registering for the annual meeting whether in advance or onsite. This is of great concern as we have lost significant progress made last year. Allan said we have to be engaging our members and getting them to come back, though he noted that it does speak to the power of our meeting to keep people engaged.

We need to engage the membership committee earlier than later and plan to have a meeting. Marietta asked the board "What is SIVB membership worth to you?" Why do you become and stay a member? We don't know what 2021's meeting will look like. CAST has been providing webinars and we have been sharing them with our members along with our membership renewals. Officers and members of the board can provide testimonials as to why they are members of the organization. She also noted that we aren't engaging our new members as much as we want and is looking for ways to engage members.

We also began to review our Honorary, Emeritus and Life membership rosters to confirm that those inactive members listed are not deceased. After an in-depth search on Google, we discovered that 11

of those members had in fact passed away which will show in another reduction to membership numbers for 2021.

Wayne noted that many organizations are offering year-round content. We could offer a monthly webinar on a topic for members only. The question is where we can go with this information. This can be discussed with the Program Committee, Membership Committee, Education Committee, and potential industry partners. Addy suggested discussing a pre-workshop with Beckman Coulter to build on the materials being presented in the conference or other similar topics. Cindy suggested bringing this to the Publications Committee to see if high quality papers might be willing to present a 20-minute presentation on their paper. A number of industry companies may be able to support the webinars and focus content to our members.

**Action Item:** Cindy and Lucy will discuss options for additional webinar content from the 15<sup>th</sup> International Conference and look to provide a program for members.

**Action Item:** Piero will provide Marietta with a list of companies that may be a good fit for creating webinars for SIVB members.

Cindy asked about how to become a Life Member which is 10 years of membership dues. The price is not listed on the website, but the Business Office can add that they can contact the Business Office on the website for additional information.

**Action Item:** The Business Office will look for an appropriate way to add details regarding Life Membership to the website.

#### **11.5 Constitution and Bylaws**

There was no report provided.

#### **11.6 Awards**

The items requested by the Committee will need to be redirected back to the committee regarding the Young Scientist Award, should there be a group award made, and should there be 2 Distinguished Scientist Award recipients. Much of the Awards Committee meeting was spent discussing the issue with Trade Secrets.

#### **11.7 Public Policy**

Wayne noted that the EPA has submitted its proposed regulations for gene editing and sys-genic traits. The Committee has been analyzing what they mean to prepare comments on behalf of the SIVB and they are due at the end of November.

#### **12.0 Other Business**

No other business was presented.

**Motion:** To adjourn the meeting. Motion was seconded and passed.

#### **13.0 Adjournment**

The meeting was adjourned.

### **Motions from the October 2020 Meeting**

**Motion:** A motion was made to adopt the minutes from the June 2020 Board Meeting. The motion was seconded and passed.

**Motion:** A motion was made to adopt the agenda for the October 2020 Board Meeting. The motion was seconded and passed.

**Motion:** To approve the 2021 Budget. The motion seconded and passed.

**Motion:** To adjourn the meeting. Motion was seconded and passed.

### **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**.

#### ***Outstanding Action Items from October 2017 BOD meeting***

**2. Action Items:** John Harbell the public policy committee approach Greg Davis at Sigma to help to write a public policy on GE animals. **2019 September Update:** John, does not feel qualified to take a lead on this point. Wayne suggested Alison L. Van Eenennaam to assist on drafting the position. Wayne will send John H. her contact information. **2020 February Update:** Wayne has sent John a few potential contacts and John is communicating with those contacts. **2020 June Update:** John has has drafted a public policy statement with Alison L. Van Eenennaam but it remains to be figured out how this will be published. **2020 October Update:** John indicated that the plan is to have plenary session and engage members in this dialogue to tackle the issue of off target effects of gene editing and also draft the policy statement. The action item is **ongoing**.

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

**3. Action item: Marietta** will contact Albert Kausch as Education Chair to assist the students in next year's competition and to help formalize the process. **2019 September Update:** The Business Office will be preparing a draft SOP for the competition for Albert and the students review and revise to fit the program. **2020 February Update:** This information has been prepared and is being distributed to the Student Co-chairs and last year's poster competition organizers to assist with the 2020 Poster Presentation Competition. **2020 June Update:** Marietta and Brad will take this further for the 2021 meeting. **2020 October Update:** Marietta will provide a new protocol to accommodate the changes to Brad and the 2021 Student Co-Chairs. This item is **ongoing**.

### **Outstanding Action Items (Mar 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**.

### **Outstanding Action (2019 September BOD Meeting)**

**5. Action Item:** After the 2022 Hotel contract is signed, **Marietta** will look into Asheville, NC; Portland, ME;

Savannah, GA; and Athens, GA for the 2023 meeting. **2020 February Update:** This process will begin when the 2022 Meeting contracts are signed. This item is **ongoing**. **2020 June Update:** Due to COVID-19, we had to switch gears and this will be discussed during this meeting. **2020 October Update:** This is further discussed in the October meeting. This action item is **complete**.

**Outstanding Action (2020 June BOD Meeting)**

**6. Action Item:** Deepika will ensure to invite USDA/FDA representatives for panel discussion on stakeholder input on gene editing in animals/plants. **2020 October Update:** Deepika will connect with Anne Saltarikos regarding the same and get some feedback on the speakers. This action is **ongoing**.

**7. Action Item:** Marietta will look at St. Louis, Grand Rapids, Memphis, Savannah, Asheville and possibly Portland to help narrow down the location for 2023 Meeting. She will present a summary of the pros and cons based on the criteria discussed in the meeting. **2020 October Update:** This action is **on-going**.

**Action Items from (2020 October BOD Meeting)**

**8. Action Item:** SIVB to create an Ad Hoc Social Engagement Committee as a team with each person having a specific responsibility.

**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.

**10. Action Item:** Marietta to send an attendees list from the 2020 meeting be shared with the Board.

**11. Action Item:** The SIVB President will appoint a chair for an Ad Hoc Social Engagement Committee. This position can be open to Regular, Post Doc or Student members.

**12. Action Item:** John to write an article for the In Vitro Report to highlight the Len Schiff article about the SIVB and other historical content on the SIVB website.

**13. Action Item:** The Business Office will ask Editorial Manager if line numbers can be added to manuscripts that are submitted in IVA for review before they are converted to PDF.

**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.

**15. Action Item:** The Business Office to move the search button on the website to the top of the search bar so it is more easily accessible.

**16. Action Item:** The Business Office will revise the main sivb.org site's menu headers so the top-level menu items will not link to a live page, but rather have the content as a submenu item.

**17. Action Item:** Marietta will look in to putting mission and vision on the SIVB website.

**18. Action Item:** The Business Office will look to revise the "About SIVB" page to bullet out the research topics for more visibility and searchability for SEO.

**19. Action Item:** Cindy and Lucy will discuss options for additional webinar content from the 15<sup>th</sup> International Conference and look to provide a program for members.

**20. Action Item:** Piero will provide Marietta with a list of companies that may be a good fit for creating webinars for SIVB members.

**21. Action Item:** The Business Office will look for an appropriate way to add details regarding Life Membership to the website.