

**SIVB BOARD OF DIRECTORS MEETING MINUTES**  
**October 8-9, 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), Mae Ciancio (2022 Program Chair), Michael Fay (Publications Chair), Wayne Parrott (Public Policy Chair), Marietta Wheaton Saunders (Managing Director), David Songstad (IVP EIC and LOC Member), Muneeb Hasan Hashmi (Student Co-chair-PBS), Mubeen Hasan (Student Co-chair-IVACS), Brad Upham (for Education Discussion), Sarbesh Dangol (for Publications Discussion), and Michele Schultz (for Publications Discussion)

The Meeting was called to order at 5:00 (PDT) on October 8, 2021. The meeting was convened in person at the Town and Country San Diego and some attendees participated by phone/Zoom.

**1.0 INTRODUCTION**

**1.1 Adoption of Agenda**

**S. Sandhu/A. Wenck**

The Board of Directors reviewed the agenda for the October 8-9, 2021 Board of Directors Meeting.

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

**1.2 Adoption of Minutes**

**S. Sandhu**

The Board of Directors reviewed the minutes from the June 2021 Board of Directors Meeting.

**Motion:** A motion was made to approve the minutes from the June 2021 Board Meeting. The motion was seconded and passed.

**1.3 Outstanding Action Items**

**S. Sandhu**

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

**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. **October 2021 Update: 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. **October 2021 Update:** We are expecting to be involved with the upcoming 2022 grant proposals. **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. **October 2021 Update:** There has not been additional action on this item and will be addressed after 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. **October 2021 Update:** Cindy has been in communication with Lucy but had no further commitment for a webinar. **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. **October 2021 Update:** This is still under discussion. **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. **October 2021 Update:** This will be addressed at the next meeting. **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. **October 2021 Update:** A revised version of the minutes was prepared and presented to the board for their vote. They have been approved. **This action is complete.**

**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. **October 2021 Update:** This is pending. **This action item is ongoing.**

**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. **October 2021 Update:** Addy was tasked to determine the IVACS focused speaker for the next webinar to be held in October. She has organized Dr. Adam Sowalsky, Investigator in the Laboratory of Genitourinary Cancer Pathogenesis at the National Cancer Institute, who will present on “Tumor Evolution as a Window into Prostate Cancer Treatment Resistance.” The webinar is scheduled for October 26 and registration has been made available. **This action is complete.**

**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. **October 2021 Update:** Allan will be approaching the Social Engagement Committee to discuss this opportunity. **This action item is ongoing.**

**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. **October 2021:** Marietta has begun outreach to these cities for the 2024 World Congress and will report on her current findings at this meeting. **This action is complete.**

**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. **October 2021:** The committee chairs were invited and provided the date and time for their participation on Friday, October 8 at 6:30 pm PDT. **This action is complete.**

**13. Action Item:** Michael to discuss with Publications Committee keywords to add alt-tags to help SIVB appear in appropriate Google searches. **October 2021 Update:** This was initially discussed at the June Publications Committee Meeting. Committee members were requested to provide suggestions for alt-tags. This was included as an action item for the committee and resent to them reminding them of this after the meeting, the Business Office reached out to them again to gain

their suggestions and determine how to implement the keywords into alt-tags. **October 2021 Update:** Michael has provided the Business Office with keywords for their usage. **This action is complete.**

**14. Action Item:** Piero and Marietta will provide Vivian with details regarding which meetings SIVB has participated in with posters recently. **October 2021 Update:** Marietta provided Vivian with the details from the Maize and PAG meetings for SIVB to present posters to advertise this year's event. Todd has agreed to submit for the Maize meeting and Piero has reached out to Ashok to confirm if he will be willing to submit a poster for the PAG meeting. **This action is complete.**

**15. Action Item:** Vivian will explore with the Membership Committee into making connections abroad and expanding webinars globally to bring back to the board. **October 2021 Update:** This was discussed by the Membership Committee. **This action is complete.**

**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. **October 2021 Update:** This will be discussed further during this meeting. **This action is complete.**

**17. Action Item:** Marietta to correct the listing of BASF and Dr. Alt-Holland's position in the Annual Report. **October 2021:** These corrections have been made and the final version of the report is online. **This action is complete.**

**18. Action Item:** Piero would look into the Trademark "In Vitro Online" tagline. **October 2021 Update:** This was addressed. **This action is complete.**

**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. **October 2021 Update:** It was determined that we would remove the donation button from the site to alleviate this concern. **This action is complete.**

#### **1.4 Emeritus Request/Deceased Notification**

**S. Sandhu**

The Board was informed of the passing of James Vaughn on March 3, 2021. Cindy Goodman noted she will be preparing an In Memoriam piece for the upcoming *In Vitro Report*.

#### **2.0 Publications**

**M. Fay**

Michele Schultz and Sarbesh Dangol joined the meeting. Michael Fay began with a brief overview of the Publications Update. Michele explained that the IVA issue is running behind schedule with low levels of accepted papers available. While we had been meeting the page budget used for our current contract, we aren't achieving the paper budget which is the metric that Springer is now using as they focus on online readership and robust tables of contents. Michele reviewed the efforts that Springer is providing to encourage additional submissions by transferring potentially appropriate papers and requesting Keywords from SIVB to focus their efforts.

John noted it was very difficult to get reviewers and Michael stated that the SIVB members from Midwestern would be happy to be included as MS reviewers as appropriate. The journal is also

looking for new Associate Editors as many of those listed are not active.

David Songstad provided an update on the IVP journal. As EIC, he shared that the upcoming Special Issue on Genome Editing went into final production on October 4, 2021. The issue was scheduled as the August/September issue, but there were numerous issues with corrections requested and changes to papers that were accepted “as is” that had to be addressed before publication. Upon release of the issue, SIVB would be sharing this on social media as the papers will be available via open access for 2 months, through early December.

David spoke a bit more about the issues he had with the copyeditors at Springer. He had met with the Business Office who had provided him with the style sheet provided to Springer for our journals. He was in the process of reviewing it to provide any additional style requirements that may have been missed, then, the Business Office would forward this information to Springer. The Business Office is awaiting the final document from David.

The transition from a Copyright Transfer Form to a License to Publish (LtP) has been delayed as Springer began the preparation of their own LtP that they are planning to include with all papers using their online manuscript processing system OASiS. Springer voiced a strong preference for all their journals to use the same form so authors know what they can expect across the company and so the process can be managed within their own workflows (which prevents potential issues if things are being handled outside of the system). The Business Office is reviewing this draft and had questions which it presented to Springer. Once those have been addressed, it will be presented to the Publications Committee.

The Business Office has also been working with Springer to finalize a contract between SIVB, IAPB and SpringerNature for the IVP journal and between SIVB and SpringerNature for IVA. Discussions with Springer have been going on for about a year. Springer is transitioning much of their contracts to more boilerplate agreements and the Business Office has been changing information as they are able to match our prior language and agreements. We are awaiting final agreements to present to the Publications Committee for their review and, if they approve, the contracts will be forwarded to the Board for their vote. The current contract expires on December 31, 2021, and the new contract is scheduled to take effect at the start of January 2022.

Michael spoke about the *In Vitro Report*. He has been pleased with the content provided by members and the look. He encouraged the board members to provide updates and write articles that may be of interest to our membership. This is a great way to connect with our members when we are not in person at the meetings. The Business Office is working on a document for members on how to prepare articles to enhance our SEO and searchability online.

Michele reviewed the new design for the SIVB meeting site. The look is updated to include a homepage hero image (large picture) with right side page widgets that can be updated to enhance focus for important deadlines and news. There are also enhanced footers that direct visitors to the rest of the SIVB site as well as provide quick links to important informational pages of the site. Piero noted that the meeting website hyperlinks are not clearly visible. They are currently a light brown that turns to red when you scroll over them, but they are hard to find.

**Action Item:** Business Office to update the colors of the hyperlinks on the meeting site to make them more visible.

Michele welcomed Sarbesh Dangol who represented the Ad Hoc Social Engagement Committee to discuss the work they had completed since the Committee's creation earlier this year. Sarbesh reviewed the results of the survey distributed to our membership noting that over half of the respondents were in the US, over half were male, and over half were over 50. Members use Facebook, Twitter, LinkedIn and Instagram almost equally with YouTube usage only a bit lower. There is room to improve members finding us through social media. There is also an interest in podcasts.

The long-term goals of the committee included looking to capture content, how to automate some of the updates for the systems, and looking at publishing frequently. He discussed utilization of the SIVB's new Instagram site suggesting "Instahosting" where they provide access for a day to another lab or organization who would post stories or "Reels" (short videos of less than a minute) to show off their lab or talk about their science. It was suggested that the Shared-it links from Springer articles could be used in Instagram as possible posts. Special issues could be highlighted here. There was discussion regarding how we engage members and those outside the organization to grow our membership base.

Also mentioned was updating the protocols page of the current site and how SIVB should be a place where protocols are more prevalent. Creating a special issue on protocols was discussed. There are only a few protocols linked on the current webpage. Protocols are valuable and a standard format could be created and made available to allow for others to create their own protocols to share either by SIVB linking to them or on the SIVB site.

**Action Item:** Social Engagement Committee is to develop a platform to which we could then collect protocols to display through our website either as links or as a home for this information.

Sarbesh showed different forms of social postings noting that most engagement is made through quick hits and short informational snippets. The Committee is still developing how they wish to proceed. The board thanked them for their work and encouraged their continued participation with their plan which would evolve over a 2-year period.

The Business Office then shared a long form video which had been prepared as part of the 2022 membership drive focusing on "women in science" using footage from the 2021 Awards Ceremony Recipients and from one board member who responded to the request for footage made to both the board and Publications Committee members. There was concern that the video did not show diversity as all those appearing in the video were white and our membership is more diversified than that. There was also a concern that the video was not going to engage viewers since it was long-form information rather than a quick 1 minute advertisement. It was determined that the video would not be released for the membership drive. The Business Office requested what the board might want to see. Footage from a larger group of diverse members would be necessary to proceed

with any project of this nature and the final video would need to be a short product with much shorter clips utilized throughout. At this time, Michele and Sarbesh retired from the meeting.

### **3.0 SIVB 2021: In Vitro OnLine**

**M. Saunders**

#### **3.1 2021 Meeting Final Statistics**

This discussion was postponed until the next day.

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

### **4.0 Adjournment: The Meeting was adjourned at 7:30 PM EDT.**

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The meeting was reconvened at 8:00 am PDT on Saturday, October 9 at the Town and Country San Diego with other board members participating via Zoom/Phone. Student Co-Chairs Mubeen Hasan and Muneeb Hassan Hashmi joined the call via Zoom.

### **5.0 2022 In Vitro Biology Meeting**

#### **5.1 2022 Scientific Program Update**

**M. Ciancio**

Mae reviewed the 2022 program and the hard work that Max Jones and Kristina Martinez-Guryn have done to establish conveners and speakers. Addy, John, and Ken Kandarar worked to secure the keynote speaker of Thomas Hartung. Mae shared the IVACS agenda was and additional conveners have been secured for the IVACS program for all sessions. She spoke about an IVACS speaker she is bringing in from Midwestern in hopes that their dental team can learn from what our members have to offer. She then reviewed the PB program. The program has been filled out and she shared the confirmed conveners for each session. Mae, Max and Kristina have been meeting regularly. The goal is to identify all speakers by December 1.

Allan asked how well we have done with organizing student co-conveners. Mae explained the first step was to get conveners who are active members and then work with Brad to try to identify students who wish to be part of the sessions. There are students working on the Cell Imaging/Phenomics session. Brad has been working with the students to organize the student program as well.

Marietta suggested that the students provide their update regarding the program.

#### **5.5 Student Update**

**M. Hassan Hashmi/M. Hasan**

Mubeen explained that the students have been working with Brad Upham and sent out a survey regarding the topics which the students would be interested in participating for this year's meeting. The topic of highest interest was cutting edge technologies for microscopy. They are trying to locate companies who can bring their microscopes to provide a display in a workshop and have a real experience in trying the machines. If they can organize enough companies to provide microscopes, they could perhaps break up into 2—3 groups and let them have hands-on learning on the machines. Cindy mentioned that they had discussed

with Brad having the workshop in the Exhibit Hall so that there would be exhibitors participating in the workshop and they could gather in a group setting in the exhibit hall. Brad was taking the lead in contacting local companies in the US to see if they can provide materials for the meeting. They are focusing on innovative startups rather than the bigger companies, though they may be invited. Piero noted that the University of San Diego has a Nikon imaging Center which may be a good place to interact. Brad is already in contact with them. Piero suggested a scientific trip to that venue. Marietta noted that we do not have other tours identified at this time. David Songstad said he could reach out to the 2020 Keynote Alysson Muotri regarding a tour and Marietta mentioned that she had planned to reach out to him as they were going to hold a tour for us before the 2020 meeting was cancelled.

**Action Item:** David Songstad to contact Alysson Muotri to start the conversation regarding offering a tour for our attendees at the Sanford Consortium/UCSD.

**Action Item:** Marietta will work with Brad to determine if a scientific tour could be arranged at the Nikon Imaging Center from UCSD.

These tours would be for Wednesday morning or all day.

Piero suggested that Pon Samuel may be able to assist with co-conveners for the Single Cell session. Mubeen noted that after they have finalized their meetings they can update the board regarding their session.

Piero noted that we need to finalize the time and days of the workshops. These would be utilized for the grant proposals. The topics include Interaction of private and public sectors to promote startups in science. The DOE was also successful last year, but they don't have a new topic related to it.

Marietta noted that we do have some additional session rooms available on Saturday and we could offer workshops on that day in addition to the potential Flow Cytometry program. Piero suggested the DOE session be held that day. The Michael Horn Plenary Symposium will need to be determined by the Program Committee. Addy mentioned that there will be changes to the title of the "Transparency and Regulatory Acceptance, Animal-free Work" session as well as John stated that the focus will be on future directions.

### **5.3 Local Organizing Committee Update**

**S. Sandhu/M. Saunders**

The Business Office has organized two flyers that the committee will send to the companies and universities in the area. The committee is planning on having a Zoom meeting soon. It is hoped to organize it in the next week or two.

David mentioned that the LOC should be actively involved with Fundraising. He mentioned Illumina and other startups there that could be contacted. There may be some resources regarding the state as well. Piero would like to have a representative from the LOC to be part of the Development Committee meetings where they coordinate efforts for



fundraising.

The LOC can also be instrumental in sharing information for the Group and special member rates for those in the area for as low as 5 people coming from one organization or are interested in supporting the free student registration. These companies can be potential exhibitors as well.

Marietta did mention that one company who had offered a tour in 2020 before the pandemic was not able to offer a tour this time due to concerns with COVID and protecting their staff.

## **5.2. Meeting Update/Meeting Statistics**

**M. Saunders**

Marietta noted we have the one Flow Cytometry Workshop on Saturday which we believe will occur.

Marietta asked the students co-chairs if they will be able to come to the 2022 meeting in person. They confirmed that they intend to attend the meeting, but they are trying to raise funding at this time and may not be able to attend if they cannot raise the necessary funding. Marietta noted that we do want to have the student Co-chairs at the meeting. We are planning on holding the Student Meet-and-Greet event as a pizza party on Saturday. On Tuesday, we already have the Ships of the Seven Seas special dinner event planned and set up.

Marietta reviewed the group registration rates for the meeting.

**Action Item:** Marietta to add group registration rate for 5 people to the meeting website.

Marietta reiterated the importance for the students and Brad to finalize their student program as soon as possible to allow for SIVB to apply for an NSF grant. Allan asked if there was a way to avoid holding a committee meeting during the student luncheon so that all board members can participate. Marietta noted she would look into the possibility as time is limited for committee meetings.

SIVB will be offering the sponsor-a-student-buddy program for the 2022 Meeting. A member or meeting attendee can pay \$25 to support a student "buddy" to participate in the meeting. This option is available when participants register for the meeting or submit an abstract. These funds will support the Student Initiative. All contributors will receive a ribbon at the meeting. In addition, SIVB will be offering the opportunity for those participating as Student Buddies to connect with student(s) interested in finding mentors while at the meeting.

We have a room block of 800 and need to meet 80% of this which is 640 room nights. This block is a bit higher than what we normally do (748 with 80% at 599 room nights). Marietta has started to talk to the hotel about potentially reducing the required block. Food and Beverage requirements are higher at \$57,000. We now have a parking fee at the hotel

which we didn't have before. Our event will receive a reduced rate of \$18 as a hotel guest to park.

The renovations at the hotel have been completed and it looks very nice.

### **5.2.1 Hybrid Option Update**

**M. Saunders**

Marietta explained that we will want to make a decision if we want to have a hybrid event as many groups are moving in that direction. While from last communication, it appeared as if ASPB was holding a live meeting, that was a few months ago and their meeting is not until August 2022, so things might change. Todd mentioned that the Maize meeting had thought to go fully live but now are going to hold a hybrid event. They are using the same platform they used for the prior year's virtual meeting (Conference Direct). There will be a virtual component provided on demand the week following the event. All the talks are going to be recorded though there may be a few large award talks that will be prerecorded. They are offering GatherTown as a virtual social gathering place.

Wayne was asked about insight on ASPB. Last weekend they decided they will have an in-person meeting. Some talks will be recorded or prerecorded and made available virtually 2 weeks after the meeting. They are planning to use Gatherly as their social hub.

## **6.0 Tour of Town and Country San Diego**

**M Saunders/K. McCarthy**

The discussion was paused as in person attendees took a tour of the Town and Country meeting space for the 2022 In Vitro Biology Meeting.

### **5.2.1 Hybrid Option Update (continued)**

**M. Saunders**

Upon resuming the meeting, there was discussion regarding whether the virtual component should be the same cost or less than the in-person meeting. There were discussions about possibly holding a joint session with another organization such as ASPB to raise our visibility.

The Business Office came up with four options which Marietta described.

Option 1: In-Person Content only as we have done in the past.

Option 2: Enhanced Content with Virtual Poster Gallery and some Zoom Committee Meetings.

Option 3: Enhanced Content with Virtual Poster Gallery, 1 Committee Room with Zoom capabilities, On Demand recorded Plenary and Keynote Sessions available virtually 3-4 weeks after meeting concludes, and On-Demand Self-Recorded Animal and Plant Symposia available during the meeting dates.

Option 4: Enhanced Content with Virtual Poster Gallery, 1 Committee Room with Zoom capabilities, Live-streamed Plenary and Keynote Sessions, and On-Demand Animal and Plant Symposia available virtually.

It was asked whether the Poster Gallery was required, and Marietta confirmed that it was not and that the options could be adjusted, these were just some suggestions. There was a concern that there was not a value of purchasing a virtual poster gallery component. Wayne noted that if the entire meeting was available virtually there was no incentive to

travel to the meeting. They decided posters were only for people who attended the meeting in-person.

Wayne said that renting the floor space for poster boards is what limits our ability for meeting venues and other groups are also looking at moving to e-posters on televisions. Interactive poster sessions are a special part of SIVB meetings that everyone enjoys, and they could be done on monitors.

The third option presented by the Business Office was of concern as speakers would be requested to record their presentations twice and it would be difficult to get them to do it. It was asked whether for Option 4 the content would be available after the meeting on-demand. Marietta confirmed it would be.

Marietta showed approximate prices for all options and compared their costs and what was included. The prices listed are not final. If we don't live stream, we don't have to worry about production costs for a live-stream team and the channels in Cadmium. The virtual poster gallery had been included as it was thought SIVB might want to make this option available for students who may not be able to attend the meeting though they attended virtually in the past, especially the students from Turkey who participated in 2020 and 2021.

Cindy asked if we don't do pre-recorded speaker presentations, but only do live presentations, would the on-demand content we would be recording be the live presentations. When the Business Office was thinking of the invited speakers prerecording their presentations, it was done so as it was thought that it could be an added value. There is some value for the plenary and the Keynote to be part of the on-demand virtual piece. There was interest in finding out how often people accessed the content after the meeting dates ended for 2021.

**Action Item:** Marietta to see if it was possible to see how many of the attendees viewed the 2021 meeting after the meeting was over as on-demand content.

Piero suggested that if we create on-demand content, it should be Plenary, Keynote and Joint sessions. Marietta noted that she had heard that in many cases other events are not offering a discount for a virtual program. It was stated that they are already getting a discount of not having to pay for hotel and travel costs. Wayne noted that ASPB it is an item on their agenda that hasn't come up yet. Allan noted we would need to calculate the expectation regarding the cost for on-demand content vs. attending in person. ASPB is going to have group rates no matter what, but that is the only thing that has been determined.

Sukhpreet suggested the possibility of taking the recorded sessions and make them available quarterly or monthly for streaming and people could decide to pay for a specific talk to increase engagement year round.

To offer a virtual option, the costs to provide it have to be supported. What is the ROI as we are adding costs and we need to make sure we cover those expenses. If we have many students attend virtually, we are not covering our costs, especially if they are not showing up in the meetings. We have to cover food/beverage and the room block per our contract, so while group rates are offered, we still need to have people attend in-person. There was a concern that students may not get the feedback on their work if they are virtual. It was stated that we would rather risk not having overseas students who can't travel participate, than lose the focus and benefit of these meetings for those who could be present in person. We are subsidizing the students' participation. How much can we afford to subsidize?

Piero felt that we cannot charge the same amount for the on demand subset of content (keynote, plenary and joint) than for the full event. Allan offered a counter argument that they are saving on travel so the cost could remain the same. Does that cost come at the expense of people coming live to the event and not fulfilling our room block. How do we capture back that cost of offering virtual programs at \$60,000 or more? If the basic cost is \$46,000 that is what we expect to get back in live registration. If we try to attract people outside of the US, we may be reaching countries where the financial resources are extremely limited. How much outreach can we afford to subsidize as a society?

Wayne noted virtual live for those who can't travel is an incredible way to reach new membership, but the very ones that need it the most are the ones with the fewest resources. It becomes cost prohibitive for them, but they have gotten some enthusiastic participants from all over the world, but you can't balance the books offering that service. We can't keep the subsidy small enough to be affordable. We would need a donor to support it and it would be a huge service

At this time, Wayne retired from the meeting.

Cindy noted that Federal Government employees are not allowed to travel and now we are looking at March of 2022 as when they will be allowed back into offices again. That's only a few months before our meeting and she doesn't know if all travel restrictions will be lifted by June. This could be a reason to consider some virtual option. Addy also noted that her university is not allowing students to travel for a March conference. Allan noted that this is something we need to monitor. BASF is looking to the end of the year before they decide to make new decisions regarding how open travel will be for meetings. Luckily, we have language in our contract to address force majeure issues if this continues to be a concern.

Marietta noted that the Executive Committee will need to dive into these concerns fairly quickly. Registration is already set up and 4 people have registered. As we get closer to the end of the year, we need to have this determined as we are developing a finished program and abstracts will start coming in.

#### **5.4 Fundraising**

#### **P. Barone**

Piero noted that fundraising for 2021 was very successful and it is important to have a coordinated effort for fundraising between the IVACS and PB sections and to have

individuals committed to fundraising since it does take time. We need to make sure each time there are new officers, that there is not a vacuum of transfer of information from the prior officers to the new officers. We have been successful as we have been coordinating activities and efforts over a number of years. As soon as the new Vice President is elected, they will be invited to start participating in the monthly Development Committee meetings so there is a more direct transition of information before they take office. He is planning on taking the list that has been built of the companies who have been supporting the SIVB and build on that list to include the contact people from the companies so moving forward we have a direct contact each year. This will require time, coordination and commitment. Marietta agreed and stressed the importance of the coordination efforts. She also noted that we would want to focus on the momentum for the grants process as well.

Piero mentioned that Marietta, Sadanand, Addy and Piero will be meeting the next Monday to begin to coordinate efforts for NSF and USDA grants. Piero also asked all board member to let them know if they think of another source for grant proposals and recommended that the initial information go through Marietta as she is the consistent person for this process.

## **7.0 2023 In Vitro Biology Meeting and 2024 World Congress**

### **7.1 2023 In Vitro Biology Meeting in Norfolk, VA**

**M. Saunders**

The 2023 Meeting will be at Norfolk, VA at the Hilton Norfolk The Main. We were able to apply \$15,000 of the 2021 cancellation fee to support the costs for this year's meeting. The room block is 748 Room nights and we must achieve 80% of our block, which is 599 room nights to avoid attrition. The Food and Beverage is \$40,000. The concessions are good on top of the room rates and other benefits for the event. Room rate is \$152, which is terrific. It's a nice hotel with many walkable dining and shopping options.

### **7.2 2024 World Congress potential locations**

**M. Saunders**

For 2024's venue/city, we have not yet made a decision. Marietta is looking at all the cities listed below.

**7.2.2 Seattle, WA** – The last time we visited the Seattle Area, we held the meeting in Bellevue, WA. That was a terrific meeting with a good venue and a terrific Tuesday event. It is less expensive than Seattle, but it is easy to get to Seattle.

**7.2.1 St. Louis, MO** – St. Louis is a great option for us and we have a lot of interest if we go there. While it is a world congress and we normally have it on the West coast, this may still be beneficial. Allan asked if we had reached out to our traditional World Congress Partners to see if they would consider St. Louis as a burdensome location. David S. noted that it is currently much more difficult to get to St. Louis by plane. Fewer in and outbound flights are going there. Piero noted the Veena put SIVB in contact with Carla Rover, the VP of Public and Government Affairs at the Danforth Center. Carla was advertising the St. Louis area as they are putting an effort to developing the area around Danforth similarly to RTP in NC. He noted that he felt that St. Louis would be a very good option. St. Louis has the highest paid registration, so historically it proves to be a good venue because of the quality of those registrants in both industry and academia. Additionally, some of our members

who will be involved with the program in the next few years are from the area and would be encouraged to help support contributions for the program.

**Action Item:** Marietta to prepare a letter over Allan's signature to reach out to prior World Congress Co-Sponsors (JTCA and JSSAE) to see if St. Louis as a venue would be a burdensome option for the program and to review the statistics regarding attendance and support that these organizations have brought to the meeting in the last few World Congresses.

**7.2.3 Las Vegas, NV**

**7.2.4 San Diego, CA**

**7.2.5 San Antonio, TX**

Marietta is reaching out to the 5 cities listed above and hopes to have more information for the SIVB soon.

**7.2.6 Other locations discussed: Portland, OR and Vancouver, BC, Canada**

Portland does not have a venue to hold our scientific sessions and we would have to use a convention center. We are trying to stay away from convention centers because of the cost. We were also concerned if it was a union house which would be of concern when we are trying to watch our costs. Vancouver was also suggested; however, with what we have seen with the Pandemic, we don't want to go out of the US for a meeting at this point.

Kan asked what the lowest level of contribution amount we would entertain is. The SIVB noted that we accept all contributions and may negotiate the benefits. Piero clarified that the Contributor level goes from \$1 up to \$2,000. That is the entry level for sponsorship. The Distinguished Contributor is between \$10,000 - \$25,000. David mentioned MoGene and Canopy Biosciences as potential companies to support the organization in St. Louis. Some companies have had the SIVB corporation built into their budgets. Todd mentioned that many organizations are not able to do this anymore. We also have to be careful about providing benefits for their donations, such as free registration as it is considered something they get in return for their contribution for tax purposes.

Sukhpreet asked how many people are members from contributing organizations as we may be lacking participation from our members in this support. Piero said we need to be mindful that we don't overlap our requests and that did not help our meeting attendance or engagement.

David suggested Rob Fraley as a potential contributor to support the meeting if we are in St. Louis. Piero also noted he would be a terrific Keynote Speaker if we do go to St. Louis.

**Action Item:** Marietta to pursue the two top cities of St. Louis and Seattle (Bellevue).

Sukhpreet requested that we consider Sacramento or San Jose as they have good potential as there are many startups in that area in the Ag Sector.

## **8.0 Financials**

### **8.1 July 2021 Financial Statements**

**B. Doonan**

Barbara was unable to participate in today's meeting as she had obligations she had to address. Marietta provided the finance update report on her behalf.

Marietta reviewed the August financial statements. She shared the Statement of Activities which shows where we are at the moment in 2021. The current bottom line is positive in net assets in this period. John asked for clarification on the Statement of Cash Flows. Marietta noted that we do have a certain amount of funds, but they will be going away by the end of the year as we pay all final expenses. During August – December we don't bring a lot of income.

The year-end budget provides an overview of where we expect to end up. Regarding income for publications for 2021, we do not expect to receive any more income for this year as SIVB begins its membership campaign in September for 2022.

Marietta noted that the additional royalty from Springer is not where we would like for them to be. IVA which was approximately \$12,991.73 lower than budgeted and for IVP which was approximately \$522.51 lower than budgeted. It was asked why this was happening. Marietta explained how the consortia royalty breakdown works. It was asked how we can get that money to go up again. It is based on the volume of manuscripts we publish. We may need to start budgeting this amount for less. It was asked why the Plant amount was lower. This is because the royalties received for IVP have to be split with the IAPB.

With the 2021 meeting, we were able to avoid a substantial loss for the meeting due to the reduction of the hotel cancellation fee and the ability to reallocate most of those fees as deposits for future meetings. The difference between the expected income from 2021 to 2022 is due to the change in registration fees.

Marietta address questions and clarification for various administrative line items including the ISEF Science Fair support which Piero noted we should highlight in the NSF proposal as it fits the idea of how we are shaping and framing the next generation of scientists in this sector. At one time, we had actual members go to the local chapters. Even after that time, we continued the regional and international award support. We receive pictures and thank you letters over time. Allan also noted that we should highlight this in the Social Engagement of the organization. There are many legal ramifications of having the students attend, but it was asked if the teachers had been approached. It would depend on when we get the form back and if it comes from the teacher or the student. It is possible we could invite the teachers to be part of the SIVB as a possible outreach.

The budget provided included Option 2 from the Hybrid meeting discussion with the poster

gallery, Zoom committee rooms, and potential production costs. While we show a deficit in the budget, that will not be the final case as our investments have proven positive and we expect to break even.

### **8.2 Approval or Modification of 2022 Budget for board action**

**B. Doonan**

The budget should not be approved until we determine what the meeting will be regarding virtual options we will provide, if any. Once that is determined, then the budget can be approved. It is recommended that the budget be approved by the end of the year.

David asked how much we spend on student registration as he has a connection to Dr. Sanford of Sanford Health and Dave will see if he can reach out to him to request support of the student registration for the meeting.

**Action Item:** David Songstad will reach out to Denny Sanford to see if he can publicize the meeting and student registration.

**Action Item:** Marietta will send David information on how much the student registration cost SIVB last year which David will share with Denny to see if Denny can support SIVB out since the meeting is in San Diego.

### **9.0 New Beginnings Management Contract for review**

**A. Wenck**

#### **9.1 Executive Session to review New Beginnings Management Contract for board action**

The board is to discuss New Beginnings Management, Inc's new contract. Allan asked if all the board members had reviewed it in advance as they board needs to go right into the discussion. Based on the timing, the board continued to discuss the NBM contract during lunch and Marietta excused herself from the room. The board went into Executive Session and the discussion was not recorded.

### **10.0 LUNCH**

The board reconvened at 12:30 pm. The NBM Contract was approved and Marietta returned to the board meeting.

### **3.0 SIVB 2021: In Vitro OnLine**

**M. Saunders**

#### **2.1 2021 Meeting Final Statistics**

Marietta provided a brief recap on the 2021 meeting statistics. The meeting went very well. The presentations were very good, and the registration was fantastic. The Group registrations really helped that number. We negotiated with the Hilton to cancel the 2021 contract with a reduced \$50,000 cancellation fee, but we renegotiated contracts for 2023, 2025 and 2029. Of the cancellation fee, \$15,000 was to be applied to the 2023 In Vitro Biology Meeting; \$15,000 was to be applied to the 2025 In Vitro Biology Meeting; and \$13,000 was to be applied to the 2029 In Vitro Biology Meeting all to be held at the Hilton Norfolk the Main. This left us with a \$7,000 actual loss due to cancellation fees.

SIVB negotiated contracts with Cadmium and hired an AV team to offer the virtual content and live streamed program. We received \$113,914.16 in contributions to support the



program and events and were able to reduce the expenses as we did not have to pay speaker travel costs. We had a greater percentage of paid registration (60%) and this should be our goal. Group registration will have a different impact in 2022 as there will be travel costs included. It was asked if there would be a virtual component if that would help group registration, but it was thought it might be able to help. We did have some exhibitors at the meeting and the response was mixed, but we did find a way to support the group that had not been happy. Marietta was acknowledged for her suggestion that was able to turn the situation into a positive option for the organization and exhibitor.

The early transition to a virtual event helped to make the meeting more inviting as a virtual program.

Piero spoke about the fundraising from 2021. We had recurring contributions from many companies and engaged new ones this year. He extends his thanks to the individual contributors who were instrumental the success of the fundraising program.

Marietta also reviewed the registration numbers from 2021. We had 132 student registrants which is a record. It was a good experience, though most will prefer to meet live again.

## **11.0 Committees**

### **11.1 Education**

#### **B. Upham**

Brad Upham joined the meeting via Zoom. He shared that the Education Committee has met and have been discussing 3 focus areas.

1. SIVBs interest in Webinars. This activity has already begun and they have committed to a plenary type webinar for January to both Plant and Animal members. The Committee would like to propose that this programming officially become part of the Education and Student Affairs Committees.

Piero noted that the series doesn't have a committee in charge officially organizing the webinars. This was started by Marietta to fill the gap in sharing content and increasing new membership. Piero appreciates that the Committee would be officially in charge of the idea.

The Education Committee can formally organize these on a year-to-year basis and will commit a subcommittee to organize the January/Winter program. This can stay as an Ad Hoc sub committee though there is a value in formalizing the events to have this as an official subcommittee. Current members are Ahmad Omar, Rakhi Chaturvedi along with Brad. They are looking for an IVACS representative outside of himself. The 2 student reps are looking to help in this as well. The gameplan is to have one session plant-focused, one animal-focused and one joint each year. The committee will take on the responsibility of seeing these through on a year-to-year basis.

John asked if there was any thought of bringing in Society members who have expertise in an area of interest for a webinar. The volunteers are volunteering to organize the January one and there will be another meeting of the committee in January. There they will develop a subcommittee to help plan the future webinars.

Allan stated that what is in existence now is the Education Committee so the motion should be voted on based on the Education Committee taking on the responsibilities of the Webinars. Then a separate discussion can be had regarding the merging of the Education and Student Affairs Committees.

Brad noted that the Chair of the Education Committee spends most of their time helping the students with their program. The Student Affairs committee has a history behind it, but there will need to be greater discussion regarding why it had been called the Student Affairs Committee and who is in charge of it and what tasks are under that committee (the student awards umbrella).

Cindy asked how much technical support for the webinars and what kind of commitment would be needed from the Committee, Business Office, etc. Marietta noted that we started with the first webinar and the Business Office ran it without assistance as a zoom webinar with rehearsals, etc. The Business Office felt it was a major undertaking for the Business Office and we didn't feel comfortable doing this in this way if it was to become a series. The Business Office then made arrangements with the company we worked with for the Virtual Meeting (EZAV) to set up a second webinar with that company helping us do the administrative work ahead of the event. We are creating a look with them that can carry through with the series to future webinars so there is a system in place. The Business Office would work with the Education Committee to put the webinars on including setting up a schedule of time to work with the speakers, etc. EZAV services comes with a cost. Barbara Doonan and Marietta discussed this and put that figure in the budget. The first webinar ran around \$3,500 and future webinars should become less expensive as we have our setup in place.

**Motion:** The Education Committee will organize and conduct the quarterly webinar Series for the Society. The webinars will be held three times a year (January, March and October) and the 4<sup>th</sup> will be the Annual meeting. The motion was seconded and passed unanimously.

2. The Education Committee was to manage web-based Educational Resources. The Committee will review what resources we currently have and send out surveys to find out what people would like and identify links that would be appropriate for educational resources for our society. Denry Sato is chairing the subcommittee and student participation is encouraged. Marietta noted that Denry had already reached out to the Business Office to request the dissemination of a survey and to find out what we had. Piero asked if this would overlap with the social engagement committee. Brad noted that it would not overlap. This is a strategic goal of the Education Committee with the needs changing yearly.

Sukhpreet talked about the Social Engagement Committee sharing resources, methods, and protocols on social platforms and this could be aligned with the social engagement efforts. The Education Committee could produce the content and could be shared through Social engagement. It was suggested that the Social Engagement Committee members be included as part of this subcommittee as their goals are in line. It was determined that it would not be part of the Education Committee, but could work in line with it to share information. Addy wondered if the Social Engagement Committee should rather be under the umbrella Long-Range Planning Committee. Michael noted that the Committee was created as a subcommittee of the Publications Committee but it really functions with membership, publications and most committees of the organization. It was again suggested that perhaps Social Engagement Committee work should be under the LRP. Cindy suggested that Brad invite the Social Engagement Committee Co-chairs to attend the next Education Committee meeting so all the committees are aware of what they are trying to achieve. It was clarified that the Education Committee would be locating and creating resources, but the Social Engagement Committee would only be channeling that information out, not developing it.

The Education Committee is looking to provide cutting edge technologies as well as basic cell culture techniques. Students from outside the Society could come to our site to learn clean techniques. We want to have links from our website to appropriate materials or develop what we can't find elsewhere. John mentioned the special issue on tissue culture that was in IVA that may be of interest to the people. If they are not OA, we can at least do what Pub Med does and cite the abstract.

3. More focused on Student Affairs – Suggested we should highlight testimonials in the IVR. They are looking to create a subcommittee to identify the effective activities already in existence and identify new areas to expand meaningful mentoring opportunities to SIVB students. Addy agreed to chair the committee with Mae, Piero and Brad committing to assist her in these efforts. Mentorship can't be forced but different activities can help foster that.

The Committee noted that they would reach out to the Board asking either for approval to make these formal subcommittee of the Education Committee or to keep them as Ad Hoc Committees. The Board noted that they don't need to formalize the subcommittees for the Education Committee. While the board appreciated Brad bringing these activities to their attention, it was felt that the Chair does not require the approval of the Board to make sub or ad-hoc committees to achieve the committee's goals. Brad noted that having formalized committees helps create continuity when the chairs change every 2 years.

Brad was unclear to his responsibilities when he accepted the position of Education Chair but quickly discovered he would be heavily involved in the planning for the Annual meeting. He is looking toward sharing this with a future Education Chair when he leaves office so the committee stays functional for our Society. It is important to have a good

hand off of duties and continuing to revisit initial plans and seeing how they worked out a year later.

There was prior discussion as the Student Affairs Committee was primarily an awards committee who determined the winners of the annual student awards. The Education Committee and the chair of the Student Affairs Committee work together at the meeting with the students during the annual meetings. Brad's question is whether his committee should be the Education Committee or Education and Student Affairs Committee.

Brad noticed that in the last year, most of his activity had been helping the students and it was questioned whether the name of the Education Committee should be changed to the Education and Student Affairs Committee. Marietta noted the Student Affairs Chair had suggested that the name of the Student Affairs Committee could possibly be changed to the Student Awards Committee under the umbrella of the Awards Committee and then it could be considered to change the name of the Education Committee to include Student Affairs. But the Current Student Affairs Committee only addresses the annual Student Awards; however, if it is the wish to pursue either or both of these changes, the Constitution and Bylaws Committee would need to be approached to review this change. The C&B had begun to review the EC's recommendation to make the Student Chairs part of the Education Committee. This would be another aspect that could be covered in that review.

Brad reviewed the tasks that he worked toward regarding Student Affairs in the last year. Marietta explained that the student chairs change yearly and they don't have any continuity from year to year, so they are not necessarily aware of what they have to do to prepare their program. An Education Chair can help them more easily organize their program.

### **11.2 Constitution and Bylaws**

**M. Kane/M. Saunders**

Todd noted that SIVB would need to review the current bylaws for the Education Committee to address these changes. Marietta shared the information from the Constitution and Bylaws Committee Report from the Chair who said that they did not determine a conflict to add the students as members of the Education Committee. The suggested new Bylaws text was reviewed. Clarification regarding whether any additional changes need to be requested of the committee was requested.

At this time, there is no Student Affairs Committee listed in the Bylaws as it has been functioning as an Ad Hoc Committee since its inception. The current "Student Affairs" committee since it only maintains the Student Awards is recommended to be placed under the Awards Committee.

There was discussion regarding the merging of the titles of Education Committee and Student Affairs Committee. The Education Committee supports the full society, Educators as well as students and changing the name may be considered narrowing the

focus of the committee. A suggestion was made to change the name to Education and Professional Development as all recipients of the benefits of the committee are not students. We don't have representatives for our Post Docs.

Piero proposed that the board acknowledge the concern and reasons why Brad raised the concerns, and give themselves time to determine what would be a solution that would fit within the needs that Brad expressed and what the necessary actions that need to be put in place (Bylaws/Constitution changes etc.). Clarity is important for the future.

**Action Item:** LRP along with the Nominating Committee will review the committee structures to create more formalized expectations for Committees and a way to transition officers so incoming chairs understand better what is expected of them and their committees.

Marietta asked if it would be possible to add under the Education Committee Bylaws a statement clarifying what the committee is charged with and to fill out the description more fully. This would be to address the Student Affairs Committee and the Student Awards. John asked if we need to formalize them in the bylaws. There is a statement in the Guiding Values in the Mission and Vision of the SIVB which states "There is a definition of education in the Vision: Education – provide and stimulate professional growth, education, and multidisciplinary collaborative opportunities." It was also noted that the Bylaws state that the "Education Committee shall consist of an elected Chair plus appointed members." This statement lends itself to include the students without a bylaw change as they automatically can be appointed by the Chair. It was suggested that being part of the committee become an inducement when someone runs for the office rather than structured into the Bylaws.

**Motion:** Move that the issue of the added sentence proposed for the Bylaws regarding the education committee is unnecessary and should not be approved. The motion was seconded and passed.

### **11.3 Long Range Planning**

**A. Alt-Holland**

#### **11.3.1 Strategic Plan Update**

**A. Alt-Holland**

Addy reviewed the LRP meeting discussions. The Committee is composed of PB and IVACS members. They discussed the mission and vision of the SIVB and tried to make sure that they are moving within the goals they had set. They began to discuss endowment and charitable information. Individuals who are interested in including the SIVB in special giving plans and estate planning are reminded to discuss the process with their attorney, financial advisor or estate planner, and work with the SIVB to ensure that their contribution reflect their ideas and goals for the SIVB. During the meeting it was mentioned that charitable contributions, such as 401k and estate planning, are not part of the 'Donate' button on the SIVB website. It was discussed that there may be an issue with a 'Donate' button. Ken Kandaras mentioned that over 40 states regulate and require registration for solicitation of funds and donations. Ken recommended that the SIVB would seek legal consultation before

deciding if we can create an option of “Endowment/Charitable gift contributions” under the ‘Donate’ button on the SIVB website.

Addy reviewed the goals of the Committee. Their main focus is where the LRP Committee can provide an important platform to foster cross-committees communications. The different challenges that each committee addresses, and the creative ideas that are raised by their Chair and members, can be informative to other committees. Addy will reach out to the different Committee Chairs to schedule virtual meetings every 2-3 months, as a platform for committees to provide input to each other, throughout the year. They are looking at how to encourage more post docs to attend the meetings and discuss with the Education Committee additional ways to continue building the importance and capabilities of mentoring at the SIVB. They are also looking at helping membership growth by reaching out to industry and government agencies and other societies that may have a similar focus to our own. The committee is also discussing additional ways to leverage the platform to engage students, postdocs and regular members to contribute to the journals and become more active and long-standing members.

She encouraged all board members to attend the October 26 webinar. Marietta noted that the Business Office is continuing outreach for these events and contacting all committee members to encourage their participation as well as reminding the full membership. Addy noted she would also like to reach out to Adam to have him share this with his lab and colleagues. This should also be added to social media. Addy commended the efforts of everyone who participated in the 2020 and 2021 meetings and the virtual programs.

**Action Item:** Marietta to send Adam Sowalsky the webinar broadcast email that advertises his webinar for his distribution.

Piero asked to discuss the action item from this report that stated the “Development Committee will discuss the topic of Endowment/Charitable gift contributions further.” Addy noted that this came up in the LRP Committee meeting and it was discussing how we approach our senior members who are approaching 72 or have reached it to use their required remunerative distribution from their tax deferred retirement funds in a better way to donate to the Society.

**Action Item:** John Harbell will work with Piero to address the LRP’s action item “Development Committee will discuss the topic of Endowment/Charitable gift contributions further.”

#### **11.4 Nominating**

**J. Harbell**

##### **11.4.1 Election Update**

**J. Harbell**

John explained that the final ballot reflects the change approved by the board for the Awards Chair. The Chair needed to be someone was fixed in and who had nothing to gain. The candidates have careers that are now complete and there wouldn’t be a personal bias in the committee. There is one relatively new member running for office as well as a good balance of IVACS and PB members. Barbara is running unopposed for Treasurer, but she has stressed that she would be happy to

have someone learn the job to run for it and take over eventually. Other positions running unopposed are Publications Chair, Public Policy Chair, Constitutions and Bylaws Chair and Education Chair. IVACS officers are running unopposed. Part of this is finding people to run who have experience and have spent some time working in the section, but most who fit that are not willing to take on the responsibility.

The election will be released soon. The sooner the results are determined the sooner the incoming officers will be able to begin to plan. The sooner that we can establish the succession for the new term. This will help both the incoming and outgoing officers in the transition of the position.

## **11.5 Membership**

**V. Dayeh/M. Saunders**

### **11.5.1 Membership Statistics and Update**

**M. Saunders**

Marietta reviewed the Membership report. We have continued to do membership renewals monthly and we have started the 2022 membership renewal process. The membership as of August 31, 2021, was 421 members with 224 regular members. This is just above our membership from 2020. With the 2022 membership, we have already processed 131 free student memberships (for 2021 meeting attendees) and a number of members who purchased 2-year membership.

Allan asked to see the regular meeting registrants numbers reflected on the chart which shows the comparison of membership based on meeting location from year to year. Piero asked to include how many people became a member on site at during the meeting (Combination meeting registration). Piero mentioned that Tampa was very successful as a location to encourage people to become members of the organization and it is hoped that this could show us another way to increase membership. The Tampa, St. Louis and Raleigh were all good locations that drew in new members.

**Action Item:** Business Office to prepare a revised chart that shows yearly membership and shows how many regular registrants purchased a combination and how many new regular members joined during each meeting cycle.

SIVB has shared links to CAST webinars with the membership as an added benefit. In addition, we are sharing information on the second webinar to encourage membership and continue to share member news by email.

Current membership initiatives are the 2-year membership, the renew by December 31 campaign, the speaker membership offer and invitation to authors. For the Speaker invitations, Piero asked who is reminding the speaker about the membership. The Business Office sent a personalized email to each speaker. He also suggested that the convener of the session be the person to provide direct communication with the speakers to really leverage the personal interaction.

**Action Item:** For 2022 meeting, the conveners will be requested to reach out to all their nonmember speakers with the special discounted membership opportunity to encourage them to join the SIVB for 2023. The Business Office will create the template for them to use, but the email will come from the chair of the session.

For the Author invitations, it was requested that SIVB also make this offer available to the secondary authors of the papers, not just the first author. The Business Office tried to generate the report to produce this data but found the system would no longer allow us to generate the report ourselves. They reached out to Springer to determine how to generate this information and were informed that due to GDPR we would not be able to create and pull the list. Springer must request and generate the report since the content was uploaded to the Editorial Manager system and they are the ones responsible to “protect” it. SIVB had to sign a “Data Transfer Agreement 1: Controller (EU)-to-Controller (non-EU)” which confirms that we would protect the contact information we received and only use it for approved purposes. We have been provided with the first list of data from the most recent accepted papers and will be offering the special rate to all nonmember authors from each paper for the 2022 calendar year.

Upcoming advertising is being addressed for both the PAG and Maize meetings. We are also going to start sending out Member-get-a-Member information more frequently than we have previously. The Business Office is also working on a document for the Membership Committee of lapsed members using a draft template for them to directly outreach to lapsed members.

Marietta shared the minutes from the Membership Committee’s June meeting. Addy will be reaching out to Marietta to confirm the same language is being used to address the post doc associations is in line with the language the LRP is using in their efforts.

### **11.6 Awards**

#### **M. Jenderek/A. Wenck**

Allan reviewed the Awards Committee Minutes from their June meeting. The Young Scientist Award was renamed the Early Career Award. The Special Team award was not something the committee felt should be established. There was a request that there could be more than one Distinguished Scientist Award. Much of their discussion regarding the Distinguished Scientist Award was that it was not always clear what the criteria are for each award. There are 6 members of the committee and 3 of those were on the list of awardees and recused themselves from the discussions, but how does that impact the discussions. The perception of influence was not good and that needs to be addressed. It was decided that if someone is nominated for an award that they should not be allowed to be a member of the Awards Committee that year or involved in the discussions; however, it becomes much harder to have a sufficient number of members in the Committee reviewing and discussing the nominees. There was also discussion that the Constitution and Bylaws clearly state that the awards committee can recommend an award, but the board can accept or reject the recommendation.

We need both section chairs to be more active and encourage both sections to provide



appropriate nominees. The sections don't cultivate bringing forth people to nominate. The chairs of the sections should be reminded that this task is part of their responsibilities. There was a recommendation to require that applications be submitted earlier (January 15 or 20) rather than February 1 as moving the deadline would the time from when they receive the package to when they need to deliver a recommendation to the board is very quick. The end of February meeting is when the board requires a recommendation. The February date was chosen to allow people to have as much time as possible to prepare a nomination. If we reduce that time now, we would really have to push people to complete their applications.

Cindy noted concern that the changed date may be a problem as those who are already planning to submit for the 2022 award cycle are already counting on the February 1 deadline. This may do those people a disservice. A suggestion was made to vote on changing this for the 2023 award so we would have it in place early for the following year and publicize it.

**Motion:** The due date for award nominations to be due to the Awards Committee for 2023 and moving forward will be the 15<sup>th</sup> of January. The motion was seconded and passed.

All previous award recipients from 2020 and 2021 will be receiving their actual awards in San Diego.

### **11.7 Public Policy**

**W. Parrott**

There was no report filed for Public Policy. Allan noted that there was an email that SIVB sent out on behalf of the Public Policy committee since the June meeting which did appear to have a good response from our members.

## **12.0 Other Business**

**A. Wenck**

### **12.1 Coordination/Collaboration of/for Future Activities w/ IAAS**

**P. Barone**

Piero shared the Wikipedia listing of the International Association of Student in Agricultural and Related Sciences. This is a group that Alperen had brought to SIVB's attention. IAAS is asking the board if we are comfortable as a society to start to understand if there is a way to interact with this association. There are chapters in multiple countries and Piero has received the US representative which would be the starting point to interact with the local chapter. They support programs regarding the exchange of knowledge and professional development for all aspects of agricultural science. It was felt that there was some potential for connecting with this organization and possibly form a partnership with them as it would allow us to reach a larger audience of students. Allan and Piero have already participated in one of their events.

They would like to open a dialog to see what type of partnership they can create with this association if we decide to proceed with them. We would start locally with the student representatives from universities in Iowa and California. They have around 10,000 students in their membership. They have current partnerships with KU Leuven, ICA (association for European Live Science Universities, ISOHA, Climate Science etc.

It would be exploratory at this time but for now this is the learning phase and to decide what is the best way to interact. It was asked how we would proceed. Piero explained that SIVB Representatives would meet the representatives from the US chapter to understand what activities they have in place and how each group can leverage each other.

**Motion:** Piero and Allan representing SIVB will begin the exploratory phase of getting to know the IAAS better and interacting with that context. This motion was seconded and passed.

**Action Item:** Business Office will repair broken link for the upcoming webinar on LinkedIn post.

### **13.0 Adjournment**

Allan thanked the board for their time and supporting the organization at this meeting.

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

The meeting was adjourned.

### **Motions from the June 2021 Board of Directors Meeting**

**Motion:** A motion was made to approve the minutes from the June 2021 Board Meeting. The motion was seconded and passed.

**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 adjourn the meeting for the evening. The motion was seconded and passed.

**Motion:** Move that the issue of the added sentence proposed for the Bylaws regarding the education committee is unnecessary and should not be approved. The motion was seconded and passed.

**Motion:** The due date for award nominations to be due to the Awards Committee for 2023 and moving forward will be the 15<sup>th</sup> of January. The motion was seconded and passed.

**Motion:** Piero and Allan representing SIVB will begin the exploratory phase of getting to know the IAAS better and interacting with that context.

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

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### **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. **October 2021 Update:** **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. **October 2021 Update:** We are expecting to be involved with the upcoming 2022 grant proposals. **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. **October 2021 Update:** There has not been additional action on this item and will be addressed after 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. **October 2021 Update:** Cindy has been in communication with Lucy but had no further commitment for a webinar. **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. **October 2021 Update:** This is still under discussion. **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. **October 2021 Update:** This will be addressed at the next meeting. **This action item is ongoing.**

#### **Action items from the June 2021 BOD meeting**

**7. 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. **October 2021 Update:** This is pending. **This action item is ongoing.**

**8. 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. **October 2021 Update:** Allan will be approaching the Social Engagement Committee to discuss this opportunity. **This action item is ongoing.**

**Action items from the October 2021 Meeting**

**9. Action Item:** Business Office to update the colors of the hyperlinks on the meeting site to make them more visible.

**10. Action Item:** Social Engagement Committee is to develop a platform to which we could then collect protocols to display through our website either as links or as a home for this information.

**11. Action Item:** David Songstad to contact Alysson Muotri to start the conversation regarding offering a tour for our attendees at the Sanford Consortium/UCSD.

**12. Action Item:** Marietta will work with Brad to determine if a scientific tour could be arranged at the Nikon Imaging Center from UCSD.

**13. Action Item:** Marietta to see if it was possible to see how many of the attendees viewed the 2021 meeting after the meeting was over as on-demand content.

**14. Action Item:** Marietta to prepare a letter over Allan's signature to reach out to prior World Congress Co-Sponsors (JTCA and JSSAE) to see if St. Louis as a venue would be a burdensome option for the program and to review the statistics regarding attendance and support that these organizations have brought to the meeting in the last few World Congresses.

**15. Action Item:** Marietta to pursue the two top cities of St. Louis and Seattle (Bellevue).

**16. Action Item:** David Songstad will reach out to Denny Sanford to see if he can publicize the meeting and student registration.

**17. Action Item:** Marietta will send David information on how much the student registration cost SIVB last year which David will share with Denny to see if Denny can support SIVB out since the meeting is in San Diego.

**18. Action Item:** LRP to review the committee structures to create more formalized expectations for Committees and a way to transition officers so incoming chairs understand better what is expected of them and their committees.

**19. Action Item:** Marietta to send Adam Sowalsky the webinar broadcast email that advertises his webinar for his distribution.

**20. Action Item:** John Harbell will work with Piero to address the LRP's action item "Development Committee will discuss the topic of Endowment/Charitable gift contributions further."

**21. Action Item:** Business Office to prepare a revised chart that shows yearly membership and shows how many regular registrants purchased a combination and how many new regular members joined during each meeting cycle.

**22. Action Item:** For 2022 meeting, the conveners will be requested to reach out to all of their nonmember speakers with the special discounted membership opportunity to encourage them to join the SIVB for 2023. The Business Office will create the template for them to use, but the email will come from the chair of the session.

**23. Action Item:** Business Office will repair broken link for the upcoming webinar on LinkedIn post.