

SIVB BOARD OF DIRECTORS MEETING MINUTES

February 12, 2022

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 Ciano (2022 Program Chair), Michael Fay (Publications Chair), Wayne Parrott (Public Policy Chair), Marietta Wheaton Saunders (Managing Director), Maria Jendererk (Awards), and Michele Schultz (for Publications Discussion)

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 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. **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. **February 2022 Update:** This 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. **February 2022 Update:** Because of the tight turn around and limited schedules, the student chairs could not be involved in the writing, but it is hoped that the student chairs will be involved in grant writing in future. It is possible we could include the new Student Chairs in the Development Committee for the next year and provide them with the timeline so they can be more involved **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 will be addressed as the new officers assume their positions. **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. **This action item is completed.**

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. **February 2022 update:** John is looking for collaborators to help with this. **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. **February 2022 update:** This will be discussed later during this 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. **February 2022 Update:** **This action item is complete.**

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. **February 2022 Update:** Allan will be reaching out to the Committee Meeting to find out about getting Zoom backgrounds created for member use. **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. **This action item is complete.**

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.

February 2022: The Social Engagement Chairs have focused on preparing an overview of protocols to provide to the SIVB membership regarding how to prepare and submit posts for Social Media. These posts can contain links and information about protocols that would be displayed at other websites. This documentation is being reviewed by the Ad Hoc Social Engagement Committee at this time. **This action item is ongoing.**

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. **This action item is complete.**

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

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. **February 2022 Update:** This information is provided in the packet. **This action item is complete.**

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. **February 2022 Update:** After discussion with Dr. Okamoto, it was determined that the JTCA and JSSAE would not be concerned with the location. **This action item is complete.**

15. Action Item: Marietta to pursue the two top cities of St. Louis and Seattle (Bellevue). **February 2022 Update:** Information will be discussed during this meeting. **This action item is complete.**

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

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. **February 2022 Update:** This information was provided to David. **This action item is complete.**

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. **February 2022 Update:** This will be completed before the start of the in-person meeting in June. **This action item is ongoing.**

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

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." **This action item is complete.**

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. **February 2022 Update:** This information is included in the packet. **This action item is complete.**

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. **February 2022 Update:** This is pending for the 2022 Meeting in June. **This action item is ongoing.**

23. Action Item: Business Office will repair broken link for the upcoming webinar on LinkedIn post. **This action item is complete.**

1.4 Emeritus Ratification

S. Sandhu

A request for emeritus status was made by John Finer. The board reviewed his request.

Motion: Motion to grant John Finer Emeritus status. Motion was seconded and approved.

Action Item: Marietta to Bring to the Membership Committee the possibility of allowing a member who received free membership (Emeritus, Life, Honorary) to donate a paid membership to another individual.

2.0 Treasurer's Report

B. Doonan

2.1 Finance Update

B. Doonan

Barbara presented the finance update for the organization. The good news is that we are holding our own during this challenging time thanks to the help of New Beginnings. What brings the most money for us is the Annual Meeting and our journals. Membership is also incredibly important and any way we can get more regular members is essential. Royalties for the journals are not quite where we want to be.

We have done as best as we could this year, but the virtual meeting, while attendance was good, and the journal royalties, were not as successful as they had been in the past. To be able to achieve our budgeted membership numbers, we need to have new members and reach out to prior members to bring them back to active membership. Guaranteed royalties for the 2022 – 2026 contract with Springer are the same for In Vitro – Animal and include a slight increase for In Vitro – Plant; however, additional royalties have dropped significantly over the last few years. We budgeted a certain amount for the meeting fund and it is hoped that we can achieve this by more aggressively applying for grants as well as reaching our in-person registration goals. Overall meeting expenses are increased: The food and beverage requirement for the hotel in San Diego is higher than the amount for which we normally have to budget (\$57,000 vs \$40,000); Audio-visual and Decorator costs are higher due to higher costs for basic meeting support in San Diego; and Mobile App/Virtual Event website includes: Abstracts, Education/Expo Harvester, and Mobile App and upgrade to Warpwire Video for up to 50 speakers (streamed video) to support the Exclusive On-Demand Limited Program.

Group registrants need to be reminded that they do not get membership with meeting registration and they need to look to renew their membership and take part of other activities.

2.2 Financials (December 2021)

2.2.1 2022 Budget (for board action)

With the finalization of the transition of the 2022 In Vitro Biology Meeting to a hybrid event, final budget costs were included in the budget that had been presented in the fall for discussion.

Motion: A motion was made to approve the 2022 Budget. Motion was seconded and approved.

3.0 2022 In Vitro Biology Meeting

3.1 Program Update

M. Ciancio

Mae reviewed the current program. There are a few sessions that have issues and have it is expected that the issues will be addressed shortly. "Extracellular Matrix and Tissue Engineering" and "Artificial intelligence and Machine Learning in Plant and Animal Sciences." Also, the "Model Systems for Developing CRISPR/Cas Technology in Plants" as it has not speakers. Wayne suggested preplanning the next year's plenary session sessions in advance to allow for the program to be sent for grants. I.e. in June 2022 set the 2023 and 2024 plenary topics.

It becomes key for us to align the Grant Proposals with the current program, so the program needs to be set as early as possible to allow for SIVB to work toward gaining funds.

Addy mentioned that many people are not able to attend in person. They are only participating virtually. It has been very difficult to get speaker commitments

3.2 Meeting Update /Meeting Statistics

M. Saunders

The Executive Committee reviewed a number of virtual options provided which offered both livestreamed and on-demand content. In their research, the Business Office learned that Cadmium had a new recording option, Warpwire, which allowed for uploading of a completed presentation or recording a smoother complete video of a presentation rather than the speaker having to record static slide content one at a time. This only incurred an additional expense of \$2,500 to add this for up to 50 presentations.

Based on this, the Executive Committee recommended that the SIVB proceed with having the Keynote, Plenary, Joint and some Education symposium speakers presenting live, but also have them record their presentation in advance of the meeting as on-demand content. Those presentations would be released at the end of the 2022 In Vitro Biology Meeting to all attendees (in-person and on-demand). In addition, pending grant submission to the NSF, the plant workshops, “Design of Experiments” and “Public-Private Collaborations that Spur Innovation,” are expected to have their presenters record their presentations for the On-Demand system to fulfill the requirement of making the content available on a wider scale to those in under-served communities. These recordings will be pre-recorded presentations that can be viewed by those registered for the meeting. Discussion and Q&A will be unavailable. This option was approved by the Executive Committee and presented to the Board for their approval which was given in January.

This special offering has been named the Exclusive On-Demand Limited Program. Sessions that will be included will be marked on the program with an asterisk. The Business Office worked with Cadmium CD to activate the Warpwire recording system, which is being finalized at this time. Once that is completed, the appropriate speakers will be contacted and informed of the additional requirement to record their presentations in addition to presenting live. A reduced registration fee schedule was set up for regular, combination, nonmember, research technician, and post doc registrants for this on-demand registration option.

Along with the transition to offer the Exclusive On-Demand Limited Program option for those who are not able to attend in person, a determination was needed regarding safeguards that would be included for those attending in San Diego. The Annual meeting is not considered a mega-event by California and was therefore not required to provide any vaccination reporting though they would have to follow any masking requirements provided by the state. The Business Office created a waiver with vaccination requirements to be signed by all registrants. This was to both protect the SIVB as well as require each attendee to have ownership prior to arriving at the event. There was concern from the board that the waiver was not sufficient, and the Business Office was requested to review options that were not self-reporting. The Business Office reached out to Cadmium to discuss what would be required to add CLEAR to our current system and prepared information on the costs and requirements to add this to our current registration. The board was provided with details regarding what would be involved and was requested to vote regarding how they would like to proceed. After reviewing the options and costs, the board determined that they would proceed with having all registrants sign the waiver.

Registration as of January 31 is at 79 which is slightly lower than last year’s meeting around this same

time at 97, though most of this can be attributed to pending information regarding confirmed speakers for which the SIVB supports their registration to participate. We currently have the same number of member registrations and are up 3 students (free). We are only down 3 paid registrations including 1 research technician and 2 Post Docs. Abstract submission is up at 49 submissions compared to 39 abstracts at the same time last year. We are up by 5 speaker and 6 regular abstracts and down by only one 1 student abstract.

The LOC meeting will plan to meet now that the waiver and Exclusive program has been set.

The board suggested trying to push abstract submission as late as possible.

Action Item: Marietta will review if it would be possible to set the abstract submission deadline later.

Following the October Board of Directors Meeting, the Business Office researched a number of options regarding how to include a virtual version of the program for those who were unable or uncomfortable with attending the meeting in San Diego. This was based on the discussion from the board in October when they decided that the meeting be in San Diego with all posters, contributed paper and Animal and Plant symposia presentations being offered in-person only and requested the Executive Committee look at virtual presentation options for the Keynote, Plenary, Joint Symposia. As things aren't opening as quickly as was hoped, it was asked if we can look at virtual poster options. The Executive Committee will need to revisit this option. The Exclusive On-Demand Program will address the USDA's need for virtual components.

Action Item: The Executive Committee will revisit the option of a Virtual Poster Gallery.

We have one company with group registration and are looking to receiving others.

Now that the 3 plenary sessions have been determined, the Program Committee will need to confirm which session would be named the "Michael Horn Emerging Technology Symposium." The session would ideally be on either Sunday or Monday and the session would begin with a short slide presentation honoring Michael Horn and noting that the session has been supported in his honor. The Business Office has written to the Program Committee requesting that they determine which Plenary Session will be named the 2022 Michael Horn Emerging Technology Symposium. Once the symposium has been chosen, the Business Office will contact the Michael Horn Foundation Ad Hoc Committee to inform them of the date of the session and determine if they have materials they would like to include as part of the rolling slide presentation before the session begins.

We are looking at whether it is appropriate to hold the Student Reception Pizza Party can occur with COVID protocols.

We received 10 PBS Student, 5 PBS Post Doc, and 8 IVACS Student/Post Doc submissions for this year's competitions. We have enough submissions for the IVACS Student/Post-Doctoral and Plant Biotechnology Student competition but are a bit short to fill the Post Doctoral, which has room for 6 competitors. To address this, the Business Office will be extending the deadline for the Plant Post-Doctoral Competition through February 9 to attempt to receive additional submissions. The extended deadline is to allow the most possible submissions while still keeping on schedule. If any slots are left open once the finalists have been determined, the additional time can be used for additional Plant-focused oral presentations.

The Flow Workshop is still in limbo. This year if it is held it will be part of the registration for the meeting. We will be holding the Design of Experiments Workshop on Saturday Evening.

We have a room block of 800 room nights which is higher than our normal block. We are looking to try to reduce that number but not lose our concessions. This is a balancing act and we hope we will be able to get us down to a more workable number such as our normal block of 748. There will be additional negotiations as we continue getting closer to the meeting.

The Tuesday night event has one registrant, but as people register for the meeting, we expect that number to rise. We are having difficulties scheduling scientific tours on Wednesday from the Sanford Consortium and the Nikon Imaging Center.

We had hoped to advertise at the PAG meeting but the event was cancelled. The deadlines for the Maize meet are this Friday. Marietta Shared the waiver. It was asked how waivers are being handled by group reg and they are being sent individually.

3.2.1 Updated Schedule of Functions

M. Saunders

Marietta reviewed the schedule of meetings that will be held during the 2022 Annual Meeting. We will potentially provide Zoom options for committee members who can't attend.. The Outgoing Board members will be attending on the Friday board meeting.

3.3 Fundraising/Vice President's Report

P. Barone

Piero reviewed the current list of contributions that the Development Committee had organized for the 2022 In Vitro Biology Meeting. Michael Dame will be taking the office of Vice President and the transition phase is starting early to be more proactive. We have new contributors with the help of Kan from Ohalo Genetics. We have also added Ball Horticultural Company. Michael has helped getting a commitment from Sigma and Regeneron. We are up to approximately \$83,000 in contributions.

We have submitted two grants: One to USDA/NIFA and one to NSF. We are finalizing the documentation they require for a 2-year NSF grant and have completed the USDA grant submission. We are currently waiting to hear from the NSF representative.

John noted that Ken Kandaras confirmed that NAVS and IFER will contribute at the same level as in 2021 and that he and his wife will also contribute at the same level as 2021. Piero encourages everyone to provide connections and approach them for support of the organization.

Michael Dame noted he is waiting to hear from Etaluma and Biotechne. Deepika confirmed a contribution with Pairwise and Sukhpreet is working to organize a contribution from HMClause. Hans Clever has just joined Roche and Michael may try approaching them. Todd was acknowledged for helping organize a contribution with Corteva.

3.4 Student Update

M. Hasan/M. Hassan Hashmi

The student Co-chairs were not in attendance. Marietta reviewed the session descriptions they have provided and noted that at this time we have yet to receive speaker information for their programs.

4.0 2023, 2024, 2025 and 2029 Meeting Updates

4.1 2023 Meeting Update

M. Saunders

To reduce the penalties due to SIVB cancelling the contract for the in-person 2021 In Vitro Biology Meeting, the SIVB has negotiated a new contract with the Hilton Norfolk the Main for the 2023 meeting.

By doing so, we have been able to apply \$15,000 of the \$50,000 charged cancellation fee as a deposit on the 2023 meeting.

The 2023 meeting will be held from Saturday, June 10 – Wednesday, June 14, 2023 at the Hilton Norfolk The Main in Norfolk, VA. The room rate is \$152 for Single/Double occupancy. The room block for the 2023 Meeting is as follows: Thursday, June 8, 2023 – 10 rooms; Friday, June 9, 2023 – 40 rooms; Saturday, June 10, 2023 – 150 rooms; Sunday, June 11, 2023 – 175 rooms; Monday, June 12, 2023 – 175 rooms; Tuesday, June 13, 2023 – 165 rooms; Wednesday, June 14, 2023 – 30 rooms; and Thursday, June 15, 2023 – 3 rooms. The total room block is 748. We will be required to meet 80% of the room block which is 599 room nights.

4.2 2024 World Congress Location Update

M. Saunders

4.2.1 St. Louis, MO

4.2.2 Seattle/Bellevue, WA

Based on the action item from the board, Marietta presented information she was able to gather from the two cities under consideration for the 2024 World Congress. The Business Office has reached out to Bellevue to see which venues are available for our event.

Unfortunately, due to compression from rebooking covid cancellations, there were no venues in Bellevue that were able to offer a proposal for the dates needed to support our event.

We have received one proposal from St. Louis from the Hyatt Regency St. Louis at the Arch. This is the venue where we held the 2018 Meeting. They have provided two options for dates and favorable concessions that are close to what we had with them previously, though there is still some room for negotiation should the Board wish to pursue this venue for 2024.

The Board felt that the Hyatt seemed like a good fit even prior to negotiation. If this board doesn't make a decision for this meeting. A question was posed whether we wanted to make the decision before or after the transition of officers.

Motion: Move forward with St. Louis for the 2024 World Congress and further negotiate and finalize a contract. Motion was seconded and approved.

Action Item: Marietta will try to negotiate with the Town and Country to reduce our room block and possible hold the meeting in 2026 and find out when the potentially conflicting meeting with Bayer in 2024.

4.3 2025 and 2029 Meeting Updates

M. Saunders

Marietta reviewed the room block, dates and concessions that had been agreed upon for the 2025 and 2029 meetings.

5.0 PUBLICATIONS

5.1 Publications Update

M. Fay/M. Schultz

Michele Schultz joined the call to review the publications. Michael noted that we may want to determine ways to market the journal to improve manuscript flow and work with Springer to work on the transferred manuscripts received. Paper flow for the Animal journal is lower than hoped. At the end of 2020, we had received 422 submissions and accepted 99 of them with 223 rejected. At the end of 2021, we had received 457 submissions and accepted ~87 of them with 249 rejected. While we received more manuscripts during the year, we are rejecting more of them and accepting fewer for publication. Michele reviewed issues that had been brought up by the Editor In Chief regarding publication speed between our journal and another publication that had similar acceptance times, but

IVA took longer to produce. Springer noted that they have escalated our concern and they are speaking with the vendor. They did mention that the vendor was struck by the recent typhoon so there had been some delays resulting from power outages, but that doesn't fully explain the delay prior to the typhoon. Springer is fully planning to discuss this with them further in the new year as a number of journals have voiced concerns regarding the turnaround time of manuscripts from acceptance to publication.

The Plant journal has been publishing on schedule and has met the new paper budgets that we are now looking to achieve. There was an issue with self-plagiarism of figures from the Biofuels issue. The Editor in Chief is working with the co-authors who contacted the corresponding author to review a copy of the image reuse form for the paper and the publication of an erratum.

Michael wanted to know what Springer is doing to market the journals and if there are opportunities that we aren't utilizing. Michele noted we could reach out to Rebecca for more information. We need to proactively encourage submissions and timely review.

There was a question regarding the transfer of articles from other journal submissions. Michael noted that our transfer numbers were low and we were hoping to address this. Michele noted that the listing of Keywords and Alt-text options were provided to Springer to help them identify appropriate keywords in transferring appropriate content to our authors.

Action Item: Add to the Publications Committee Agenda in June :1. a discussion of appropriate journals we can provide to Springer to receive transferred submissions from so we may assist them in finding the best matches and 2. Discussion regarding what marketing opportunities we are utilizing currently for the journals and if there are other opportunities, we are missing that we could become part of with Springer.

Michele noted that most of what is being submitted to our journal is from China and India with very little content from the US or Europe. We get very few articles from our members. We do want to encourage these authors through a special issue or issue of invited reviews on an appropriate topic, we want to encourage that.

Michele described the Committee's efforts in determining appropriate alt-text that will be added to the website to help bring the appropriate audience to our site. Ideally it should be in the body text, but it can be used in images. This is the next step for this.

Michael mentioned that the protocols on our website should have indexing terms. To do this, we would need to add text to the website as links on external sites cannot draw people to our site via alt-text. To do this, those who understand the science would need to provide the descriptions of the protocols on our site that could be added to the page. This would function as the Alt-text to get eyes on our pages. The goal is to limit the first words to the ones that everyone recommended and implement those terms on the pages. We can then look at how we rewrite the text that is on the page text. This process has not started. First will be to add the top terms. The next step may require assistance of others to help rewrite the scientific text.

Action item: Publications Committee to work with those who have protocols links on our current site to provide descriptive text to go along with the links on our site.

Michele reviewed the steps that were taken for the renewal of SIVB's contracts for the journals with Springer. The current contract began in January 2022 and will run through December 31, 2026. After the contract is signed, we still need to discuss with IAPB and SIVB to come up with a decision regarding

whether SIVB should have more of a percentage of the funds.

The Publications Committee will discuss the breakdown of royalties between SIVB and IAPB for the plant journal and bring this information to the IAPB to further discussion to create an equitable allocation of funds.

Michael Fay reviewed the current In Vitro Report website. We are working on the January – March issue. He encouraged more content from the officers of the board and membership to support the publication. We are trying to create an SOP for the members to help increase submissions. This is specifically to discuss alt-text and will be about how to prepare that. Michael asked if we can add information about the types of articles we encourage; Michele asked Michael if he could provide his feedback on the types of content he would like to see submitted to the publication.

Action Item: The Business Office will provide Michael with the draft of the IVR protocols document so he can 'provide the Business Office with a list of types of articles with descriptions that he would like to see included.

Action Item: Todd will approach John Finer to request his contribution of a historical overview article for the IVR.

Michele also reiterated the importance of our board members in providing content for the IVR. Personal perspectives, historical content and more are dynamic and will engage our membership. Cindy noted that Dr. Vaughn's family was very touched regarding how we were able to work with them to provide the In Memoriam article about him.

She also noted that the Business Office is beginning the process to locate a designer to rebuild the SIVB.org home site keeping the need for SEO and analytics in the forefront of the design.

Michele reviewed the progress of the Social Engagement Committee. They are working to prepare content and information to share with members to encourage member's active participation on our social channels. She addressed the concern posted by the Development Committee regarding sharing of posts on the SIVB group. Posts are completed on both the Company and group pages, but since the group is private, only the posts on the company page can be shared.

She also shared analytics data from the last month and shared how SIVB is starting to add some trackers on specific emails to see how readers are reacting to them.

6.0 Committees

6.1	Awards Report/Update	M. Jenderek/A. Wenck
6.1.1	Lifetime Achievement Award	M. Jenderek/A. Wenck
6.1.2	Distinguished Scientist Award	M. Jenderek/A. Wenck
6.1.3	Fellow Award (<i>for board action</i>)	M. Jenderek/A. Wenck
6.1.4	Early Career Award	M. Jenderek/A. Wenck

The candidates for the 2022 Awards were discussed. There are candidates for the Lifetime Achievement and Fellow awards, but no applications were received for Distinguished Scientist or Early Career for 2022. Maria joined the call and reviewed the 7 nominations that were received by the Awards Committee. SIVB bylaws allow for 2 Fellow awards from each section and we received 3 nominations for the Plant Section. The standard protocol for the Awards Committee's requires the Committee to review each nomination, determine a recommendation and provide it to the Board for their vote. With two of the candidates being part

of the Awards committee and Board respectively, a new protocol will need to be set for this year's Plant Fellow Award. A suggested protocol was provided by the Business Office to address this:

- The board would assign 3 members of the Board of Directors to review the three available applications and prepare an overview explaining why that specific candidate deserves the award this year.
- Those 3 board members would be sent the complete application for the specific member to whom they were assigned by the Business Office. They would have at least 1 week to review their application and prepare an overview.
- The board would meet again without the participation of Piero Barone and each assigned person would present their overview to the rest of the board.
- The board would then vote on the three candidates and choose the 1-2 recipients for 2022.
- This could be done at the same time the Board meets to discuss the recommendation from the Awards Committee for the Lifetime and IVACS Fellow Award Recipients so all awardees could be determined at the same time. If all awards are discussed during the same meeting, Piero could participate in the discussion for the Lifetime and IVACS Fellow Awards but would recuse himself from the meeting for the Plant Fellow Award discussion.

This protocol was opened for discussion. No reviews have been done by the Awards Committee at this time and this protocol would only be for the Plant Fellow Award candidates. If the board accepts the proposal, it will need to determine the 3 people who will become the Ad Hoc group to prepare the recommendation for the Board. People who are nominees or wrote letters of recommendation for nominations should be recused from this process.

Motion: To accept the proposal to create an Ad Hoc Committee with the modification of current or former board members to make a recommendation to the board for the Plant Fellow Award. **Motion was seconded and approved.**

Dwight as the incoming Chair was suggested to be one of those in the committee. Allan suggested two other potential members Wayne was suggested but has a conflict. Kan did not have a conflict and was requested to serve on this committee. John Finer was suggested as the third possible candidate.

Motion: The President is to contact Kan Wang, John Finer and Dwight Tomes or alternatives as necessary to request their participation in the Ad Hoc Awards Committee for the Plant Fellow Award. **Motion was seconded and approved.**

Maria left the meeting.

6.2 Nominating: 2022-2024 Election

J. Harbell

The results of the election were provided to the board.

6.2.1 IVACS Vice Chair- Meetings (for board action)

J. Harbell

John noted that the IVACS Co-Chair for Program has to withdraw. As chair, he approached Senior members of IVACS for suggestions of possible replacements. Ken Kandaras was suggested. He has been a supporter of IVACS and he is an attorney, not a scientist. He has been active and interested in the program and he has strong organizational skills. He is willing to take on the responsibility should the board approve this recommendation. The bylaws state that "Vacancies occurring between elections in any office or among Members-at-Large shall be filled by appointment by a majority of the Board of Directors voting."

There was concern voiced that as he is not a scientist; however, as the entire section would work together to determine topics, but the appointed conveners would be the driving force in each scientific session. The IVACS Chair is the overseer and monitors the program, so his organizational skills would be appropriate. His expertise is on ethics and alternative models on the validation side and on regulatory issues.

Motion: That the board appoint Ken Kandaras to the position of IVACS Vice Chair – Program. **Motion was seconded and approved.**

6.3 Membership

V. Dayeh/M. Saunders

Vivian was unable to attend. Marietta reviewed the initiatives that had been discussed at the Membership Committee Meeting.

Membership Committee direct outreach to expired members: The Business Office has prepared a Google Document of 2020 expired members. This document will be provided to the Membership Committee who will reach out to members via email to encourage lapsed members to return in 2022. This will go along with the Business Office sending out membership reminders.

Piero asked if this will include phone outreach. John suggested members of the board could call or do the outreach as well. It is time consuming, but both John and Piero are willing to make calls if the board proceeds in this direction.

Outreach to University Post Doc Societies: The Business Office provided the list of companies received to target the Postdoc audience in plant and/or animal biotechnology. Piero noted that there had been conversation regarding how SIVB could expand on this list and that he would forward that information back to Marietta.

Marietta noted that the Business Office would provide a script to help guide the board members through making these calls.

The last item was to create a survey to reach out to Student and Post-Doc members who did not continue as members of the SIVB to try to identify the reasons why these members are not being converted to regular members. Vivian and Marietta will be working on this project; however, if any board member has suggestions regarding what information or questions should be included in the survey, they are asked to provide that information to Marietta. It was suggested that the Local Organizing Committee could be approached to assist in outreach to the San Diego Post-Doc organizations to encourage their attendance at the meeting since they are local.

Marietta noted that the Board does membership campaigns each month by both email and print each month. She shared the end of 2021 Membership statistics which showed a slight increase. We are looking to beat our 2019 membership years. In 2021, we had a total of 63 new members.

Our membership is tied to meeting attendance, and this makes it volatile. We need to think of what we offer beyond meetings. Journals may not be as big a draw, but awards could be a service. There should be more provided to members than just meeting registration. Also people are retiring. Younger people are just not informed about In vitro biology. The combination registrations that were tied to the meeting were what made our membership go up and we need to find new ways to engage new members. The key to our registration is the combination registrations to the meeting. WE need to make sure that what we offer is something people are willing to pay for.

The webinar initiative has been an interesting venture. It could work, but we need to rethink how it is organized. The first webinar had 56 attendees. A few were nonmembers who paid to participate but the rest were members. In the following webinars the numbers continued to decline. We hired the AV company to provide support for the last 2 webinars, but attendance was very low and might not have justified the cost. It was hoped we could have 100 attendees but that is not the direction we are going and we may need to rethink how we do it. Topics need to be of larger general interest rather than so specific that many members would not be interested in participation. The Education Committee organizes this venture and is working toward the next webinar topics.

There were concerns voiced that registering by using our payment system seemed to be difficult, but we need a way to validate membership for their participation. There was discussion about having our student members speak in the webinars along with a second presenter on the provided topics to help increase the buy-in of the attendees. There was also notification that since the notices regarding logins for the webinars were sent directly via Zoom, some attendees login detail were sent directly to spam filters. It's possible that webinars can be pitched to labs or groups to watch the webinar together.

The other outreach the Committee has requested was the addition of offering membership to the secondary authors of published manuscripts. We continue to offer the Member-get-a-Member program, the student buddy program, 2-year membership renewals, and renewing membership by December 31.

6.6 Education

B. Upham/M. Saunders

Marietta shared the Education Committee's PowerPoint presentation from Chair Brad Upham.

6.4 Long-Range Planning

A. Alt-Holland

6.3.1 Strategic Plan Update

A. Alt-Holland

6.5 Public Policy

W. Parrott

7.0 OTHER BUSINESS

8.0 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 February 2022 Board of Directors Meeting

Motion: A motion was made to adopt the agenda for the February 2022 Board Meeting. The motion was seconded and passed.

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

Motion: Motion to grant John Finer Emeritus status. Motion was seconded and approved.

Motion: A motion was made to approve the 2022 Budget. Motion was seconded and approved.

Motion: Move forward with St. Louis for the 2024 World Congress and further negotiate and finalize a contract. Motion was seconded and approved.

Motion: To accept the proposal to create an Ad Hoc Committee with the modification of current or former board members to make a recommendation to the board for the Plant Fellow Award. Motion was seconded and approved.

Motion: The President is to contact Kan Wang, John Finer and Dwight Tones or alternatives as necessary to request their participation in the Ad Hoc Awards Committee for the Plant Fellow Award. **Motion was seconded and approved.**

Motion: That the board appoint Ken Kandaras to the position of IVACS Vice Chair – Program. Motion was seconded and approved.

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

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. **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. **February 2022 Update: This 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. **February 2022 Update:** Because of the tight turn around and limited schedules, the student chairs could not be involved in the writing, but it is hoped that the student chairs will be involved in grant writing in future. It is possible we could include the new Student Chairs in the Development Committee for the next year and provide them with the timeline so they can be more involved. **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 will be addressed as the new officers assume their positions. **This action item is ongoing.**

Action Items from (2021 March BOD Meeting)

4. **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. **February 2022 update:** John is looking for collaborators to help with this. **This action item is ongoing.**
5. **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. **February 2022 update:** This will be discussed later during this meeting. **This action item is ongoing.**

Action items from the June 2021 BOD meeting

6. **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. **February 2022 Update:** Allan will be reaching out to the Committee Meeting to find out about getting Zoom backgrounds created for member use. **This action item is ongoing.**

Action items from the October 2021 Meeting

7. **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. **February 2022:** The Social Engagement Chairs have focused on preparing an overview of protocols to provide to the SIVB membership regarding how to prepare and submit posts for Social Media. These posts can contain links and information about protocols that would be displayed at other websites. This documentation is being reviewed by the Ad Hoc Social Engagement Committee at this time. **This action item is ongoing.**
8. **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. **February 2022 Update:** This will be completed before the start of the in-person meeting in June. **This action item is ongoing.**
9. **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. **February 2022 Update:** This is pending for the 2022 Meeting in June. **This action item is ongoing.**

Action items from the February 2022 Meeting

10. **Action Item:** Marietta to Bring to the Membership Committee the possibility of allowing a member who received free membership (Emeritus, Life, Honorary) to donate a paid membership to another individual.
11. **Action Item:** The Executive Committee will revisit the option of a Virtual Poster Gallery.
12. **Action Item:** Marietta will try to negotiate with the Town and Country to reduce our room block and possibly hold the meeting in 2026 and find out when the potentially conflicting meeting with Bayer in 2024.
13. **Action Item:** Add to the Publications Committee Agenda in June :1. a discussion of appropriate journals we can provide to Springer to receive transferred submissions from so we may assist them in finding the best matches and 2. Discussion regarding what marketing opportunities we are utilizing currently for the journals and if there are other opportunities, we are missing that we could become part of with Springer.
14. **Action item:** Publications Committee to work with those who have protocols links on our current site to provide descriptive text to go along with the links on our site.

15. **Action Item:** The Business Office will provide Michael with the draft of the IVR protocols document so he can 'provide the Business Office with a list of types of articles with descriptions that he would like to see included.
16. **Action Item:** Todd will approach John Finer to request his contribution of a historical overview article for the IVR.