

MEMBERSHIP COUNCIL MEETING MINUTES

Date Wednesday, Jan. 25, 2023
Time 3 pm ET

IN ATTENDANCE	
Dani Arigo, PhD (Chair)	Madalina Sucala, PhD
I. Shevon Harvey, DrPH, MPH	Yue Liao, PhD
Angela Pfammatter, PhD	Andrew Schmidt (staff, does not count toward quorum)

**quorum* = 5

REGRETS	
Chuka Nestor Emezue, PhD, MPH, MPA, CHES	Scherezade K. Mama, DrPH
Allyson Hughes, PhD	

GUESTS	
Cynthia Castro Sweet, PhD	Linda Trinh, PhD
Danielle Jake-Schoffman, PhD	

Chair and editor updates

Dr. Trinh thanked Dr. Castro Sweet and Dr. Amber Arroyo for their submission in the winter issue of *Outlook*, “Launching a Career in the Private Sector of Digital Health.” The winter issue published in mid-December, and the call for articles for the spring issue was recently circulated to assigned SIGs, councils, and committees.

Dr. Trinh reported that Dr. Hughes was planning to write a piece for *Outlook’s* “Climate Change Corner” in the spring issue, and added that the Membership Council and ICC are always welcome to submit to any issue of the newsletter in addition to their one assigned article each year.

Dr. Castro Sweet shared that planning is underway for the industry speed networking session at the 2023 Annual Meeting. While speed networking is traditionally marketed toward early-career SBM members and those looking to transition from academia to industry, ICC has also been hearing from members already working in industry about a desire to connect with each other, and is therefore planning an off-book industry networking event during the Annual Meeting week as well.

Dr. Castro Sweet also provided an update on the ICC’s informal directory of SBM members working in industry, reporting that over 60 members had signed up already, including some from companies that may be new prospective affiliate members. This directory will continue to supplement the new “professional setting” question on the SBM membership application/renewal form.

Speakers for Student SIG breakfast roundtable at SBM2023

Dr. Arigo reminded the council that during their last call, the Student SIG representative asked for speaker recommendations for a 2023 Annual Meeting breakfast roundtable on effective mentor-mentee relationships. Dr. Hughes had previously volunteered to be one of the guests, and the Student SIG is seeking 3-4 additional panelists from a range of career stages and backgrounds.

Dr. Castro Sweet offered to recommend some potential panelists from industry backgrounds, while Dr. Liao suggested searching the rosters of past SBM Diversity Institute and mid-career Leadership Institute participants who could speak to their experiences as both mentors and mentees.

Action: Council members will email Dr. Arigo with any additional speaker recommendations, which she will then pass along to the Student SIG.

Approve minutes from November 30

Dr. Pfammatter moved to approve the minutes. Dr. Sucala seconded. The motion carried.

Review current membership numbers

Dr. Arigo shared the final membership numbers for 2022.

Dec 31, 2019		Dec 31, 2020		Dec 31, 2021		Dec 31, 2022	
Associate	38	Associate	25	Associate	38	Associate	25
Emeritus	60	Emeritus	59	Emeritus	60	Emeritus	59
Fellow	154	Fellow	157	Fellow	154	Fellow	157
Fellow (Emeritus)	49	Fellow (Emeritus)	50	Fellow (Emeritus)	49	Fellow (Emeritus)	50
Member	1132	Member	1054	Member	1132	Member	1054
Student/Trainee	889	Student/Trainee	814	Student/Trainee	889	Student/Trainee	814
Trans 1	87	Trans 1	77	Trans 1	87	Trans 1	77
Trans 2	42	Trans 2	57	Trans 2	42	Trans 2	57
Total	2451	Total	2293	Total	2451	Total	2293

First-Time Attendee/New Member Meet & Greet Planning

Dr. Arigo reported that the Annual Meeting Planning Committee has been receptive to a number of the council's requests/recommendations regarding the First-Time Attendee/New Member Meet & Greet, including securing a low-traffic space near the poster hall and limiting the number of first-time presenters scheduled for the concurrent poster session. In addition, while it was determined that the SIG videos will not be screened during the Meet & Greet itself, SIGs could still be encouraged to record clips that can be hosted on the SBM website.

The council reviewed its list of potential speakers and agreed to once again invite the President and President-Elect, as well as the SIG Committee Chair, with Dr. Arigo serving as emcee. The

council also agreed on offering a small riser and/or podium to speakers in order to better draw attendees' attention during their remarks. Dr. Arigo recommended asking an ICC representative to attend alongside the SIG chairs, with Dr. Castro Sweet enquiring whether SBM's other councils/committees would have an opportunity to promote their work as well. Dr. Pfammatter recommended printing a poster with the new SBM organizational chart for an overview of all of the councils and committees, with representatives from those groups or Membership Council members available to highlight initiatives that might be particularly relevant for new members.

Review Strategic Plan Activities

The council discussed new developments on the strategic plan charges since the last call.

For the charge on retaining and recruiting more student members from all backgrounds:

- The council returned to its collected feedback from SBM member mentors regarding barriers to student membership. As mentioned during the previous council call, mentors commonly cited the cost of dues and conference registration as the greatest barriers to student/trainee involvement in SBM. Dr. Liao added that her contacts suggested SBM could offer more programming at the Annual Meeting focusing on student members' science, and more networking opportunities specifically for students at the conference and throughout the year. Similarly, Dr. Liao shared that a colleague's trainee was disappointed to have an abstract for the 2023 Annual Meeting rejected and felt that SBM was not welcoming to URM trainees. It would be useful to have some template language to share with rejected submitters and suggestions for engaging student members even if they don't have an abstract to present during a given Annual Meeting. The council also discussed how providing reviewers' feedback to student submitters, whether their abstract is accepted or not, could be a significant benefit.

Dr. Arigo recommended that the council continue to think about promoting the benefits of SBM membership outside of the context of the Annual Meeting.

For the charge on creating collateral showing how we are relevant in solving today's problems:

- SBM staff is finalizing a contract with a video production company and has identified dates, locations, and subjects for the "in vivo" segments to be filmed outside of the Annual Meeting week. For filming at the conference, the Membership Council will need to invite roughly 10 members
 - The council reviewed a list of suggested interviewees, including current and former members of the SBM board, student and early-career representatives, and at least one member working in industry.

Action: Dr. Arigo will share a final list of suggested invitees for on-site interviews during the 2023 Annual Meeting with SBM staff.

Adjourn

The meeting adjourned at 3:59 p.m. ET.

Minutes respectfully submitted by A. Schmidt on Jan. 26, 2023.