



SOCIETY OF  
BEHAVIORAL  
MEDICINE

**ETCD Council Conference Call  
MINUTES**

Tuesday, April 7, 2020

11:00 a.m. PT/12:00 p.m. MT/1:00 p.m. CT/2:00 p.m. ET

Call in number: 1-800-377-8846 Access Code: 33405815#

**In Attendance**

Amy Huebschmann, MD (chair)  
Courtney P. Bonner, PhD  
Vicki DiLillo, PhD  
Andrea Kozak, PhD  
Morgan Lee, PhD, MPH  
Valerie Myers, PhD  
Lori Pbert, PhD  
Barbara Stetson, PhD  
Andrew Schmidt (staff)

**Regrets**

Jamie Bodenlos, PhD  
Karen Oliver, PhD  
Sherri Sheinfeld Gorin, PhD

**Welcome and Minutes**

The March 2020 ETCD Council call minutes were approved as written.

**Virtual Poster Mentoring Program**

Dr. Huebschmann informed the council that SBM had developed a procedure for members to upload their posters to the Annual Meeting online planner and mobile app. Mr. Schmidt reached out to the presenters accepted for poster mentoring and encouraged them to upload their posters, if able, and to let SBM staff know if they'd like to be considered for virtual poster mentoring in the coming weeks.

Dr. Huebschmann asked the council for suggestions on how to best facilitate the virtual mentoring sessions once both mentees and mentors had been confirmed. Dr. Myers proposed allowing the presenter and mentor to schedule their own videoconference, with SBM staff providing guidance on the format of the mentoring session and technical support if necessary. The council agreed on this approach and recommended a two-week timeline for connecting mentors with their mentees and scheduling the sessions.

Next steps:

- Dr. Huebschmann, Dr. Myers, and Mr. Schmidt will develop a set of virtual poster mentoring guidelines and reach out to confirmed 2020 poster mentors to connect them with the confirmed poster mentees that upload their posters.

### **Debrief on Other Planned Annual Meeting Sessions**

Dr. Huebschmann informed the council that SBM would not be hosting virtual versions of Annual Meeting sessions, outside of a selection of keynotes and master lectures that would be presented as webinars, and the aforementioned poster platform.

Dr. Stetson asked whether the abstract supplement would still be published and whether the Program Committee was planning to instruct presenters on how they should list cancelled sessions on their CVs. Mr. Schmidt noted that the abstracts were still being published as usual. In addition, certain SIGs and individual members had been circulating suggestions about listing cancelled presentations, primarily from other scientific organizations, but that SBM hadn't issued its own instructions. Dr. Huebschmann agreed that it would be appropriate for SBM to provide guidance to the presenters itself, and recalled that the council had also discussed recommending steps to avoid scheduling presenters for simultaneous sessions. The council concluded that the two recommendations could be offered to the Program Committee together before abstracts open for the 2021 Annual Meeting.

Next steps:

- The council will discuss recommendations to the Program Committee regarding CV entries for cancelled conference sessions and steps to avoid presenter overlap on a future call.

### **Diversity Institute for Emerging Leaders**

Dr. Bonner informed the council that the institute steering committee elected not to hold virtual sessions and would instead be re-inviting all accepted participants to the 2021 institute, beginning with a workshop at the 2021 Annual Meeting in Orlando. Dr. Bonner confirmed that the institute facilitator, Dr. Kumea Shorter-Gooden, had confirmed that she would participate in the postponed workshop as well.

### **Farewell and Thank You to ETCD Member Barbara Stetson**

Dr. Myers notified the council that Dr. Stetson would be stepping down from the ETCD following the call. The council thanked Dr. Stetson for her many years of service and wished her well in future endeavors.

### **Next Meeting**

TBD