Date: Thursday, September 10, 2020  
Time: 3pm ET/2pm CT/1pm MT/12pm PT

In Attendance  
Dori Steinberg, PhD (Chair)  
Ellen Beckjord, PhD (Co-Chair)  
Monica Baskin, PhD (President)  

Staff  
Lindsay Bullock (Executive Director)  
Angela Burant (Meetings Manager)  
Rachel Mizar (Senior Meetings Manager)

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1. **Minutes Approval 9/3**  
Dr. Steinberg moved to approve the minutes. Dr. Baskin second the minutes. The minutes were approved.

2. **Environmental Responsibility Committee Meeting 9/24 at 2:00pm central**  
Ms. Mizar and Ms. Bullock discussed adding more people to the committee. Dr. Conroy and Dr. Diefenbach are on board to join. Dr. Beckjord will join as well because the information discussed would be used first at the meeting when she is program chair. A wish list was created by committee members last year and we will go off of that list to make a recommendation for the strategic planning committee.

3. **Abstract Update**  
We are predicting 800-900 abstracts will be submitted total. Right before the call, we had 640 submitted and 273 drafts.

4. **Program Planning Meeting Revised Agenda & Mailing Address/Allergies Reminder**  
The Program Planning meeting will be Tuesday (9am -4 pm), Wednesday (9am -1pm), and Thursday (9am – 1pm) and have Friday open if we need it. Ms. Mizar discussed the agenda for the meeting and reminded people to send her their mailing address and any food allergies they have. The Program Committee discussed using a few calls to see how the virtual platform works that we end up picking. Program Committee discussed having presenters and other key people in SBM get a good handle on how the platform we pick works. We could use our webinar time to show people how the platform works.

5. **Practice Gaps (3) & Learning Objectives (3) Review**  
Send email feedback to Dori about the document she sent.

6. **PA SIG Virtual Meeting Activities Update**  
Standing ovations (stock slide for presentations with image of standing ovation or video of Jim Sallis standing up clapping). Prior to 12:00pm ET start time, have a 20 minutes yoga/meditation session – could do some live and some recorded for variety. Step challenge or virtually walking tour of Disney since we would have been in Orlando - Twitter handle #SBMStepChallenge, include screen shots and pictures of participants being active. Dr. Baskin likes this idea but suggested people submit walking routes (i.e. Grand Canyon) in place of Disney/Orlando. For the 10 minute breaks in between sessions, have pre-recorded videos of SBM members sharing how they use their 10 minutes breaks (ex. Sherry Pagoto planking). Dr. Steinberg thinks it could be cool if we can get people to do it. Dr. Steinberg suggested that we add that attendees could take one of the sessions as a walking session instead of watch something. Panel or debates sessions would be easier to walk and listen to. Dr. Beckjord suggested talking to presenters in advance to see if they think their session would be good to just listen to. Overall, the committee feels these ideas would be good to try to include into the virtual meeting.

7. **Keynote & Master Lecture Speaker Follow Up**  
Dr. Steinberg doesn’t have any updates yet on confirmed speakers. She is working to send out emails to people.
Next Program Committee Conference Call
September 17, 2 pm CT
Small Committee Call