Introduction of Mary Dean / Welcome to SIG Council and Welcome to SBM Immediate Past President Marian Fitzgibbon

Dr. Kristi Graves welcomed everyone to the teleconference and briefly introduced Mary Dean, SBM’s new Executive Director. She then introduced Dr. Marian Fitzgibbon, SBM’s Immediate Past President and Chair of the SBM Leadership Institute.

Overview of the 2017 Leadership Institute Program & Application Process

Dr. Fitzgibbon provided an overview of the 2017 Leadership Institute program, highlighting the quality of the speakers, the personalized coaching experiences, and networking opportunities made available through the program. Dr. Jennifer
Huberty, a 2016 Leadership Institute Fellow, offered insight into her own very positive experiences. She found the program to be incredibly helpful and particularly valued the coaching opportunities. Dr. Graves commented on some of the scheduling difficulties, with an overlap between the Leadership Institute and pre-meeting Courses. Everyone agreed that holding the Institute on Tuesday/Wednesday was better than forcing attendees to come to the meeting for a full week. Dr. Sandra Winter asked for clarification on the definition of mid-career. Dr. Fitzgibbon clarified that the meaning of “mid-career” varies across the range of behavioral medicine careers, hence applicants can determine themselves whether they are mid-career.

**SIG Social Media Takeover Discussion**

Dr. Graves and Ms. Lindsay Bullock introduced the SIGs to the concept of SIG Social Media Takeovers whereby SIGs can “take over” the main SBM social media accounts at various times throughout the year, particularly during a conference, webinar, or Twitter chat relevant to their SIG. Takeovers could take the place of SIGs creating their own Twitter or Facebook accounts. Participating in social media, including takeovers, would remain optional for SIGs. This takeover option could also be offered to SBM councils and committees.

The SIG Chairs in general were very positive about the proposal. Dr. Melissa Napolitano commented that she would like to reserve time for the PA SIG on October 28th. Dr. Graves suggested that staff could do a hands-on video training for SIGs to help guide less-experienced members in social media engagement.

**Action Item:** On November teleconference, schedule time for a hands-on training and distribute a calendar for Chairs to sign up for takeovers.

**Review of Abstract Submission Process and Procedures**

The Council generally was very positive about the new online submission system for pre-meeting courses, breakfast roundtables, and midday meetings. The website was more streamlined and the portal was easy to use. The SIG Chairs asked whether the two submission sites could be merged into one site next year and whether all authors could be automatically sent email notifications regarding the status of the submissions. The final request was to incorporate a checkbox so SIGs can indicate when their submissions are co-planned with other SIGs.

**Action Item:** Staff to share the feedback with Erin Trimmer to consider for the 2018 submission process.

**SIG Presentations / IdeaLab**

Dr. Jill Bormann of the Spirituality and Health SIG presented on the recent leadership structure changes her SIG underwent as a result of a SIG survey. The leadership is now in a three year cycle (chair-elect, chair, and past chair) with monthly leadership teleconferences. The survey also revealed a need for information on clinical trial challenges, training on how to translate their work into lay language, and general funding difficulties.

Dr. Tracy Trevorrow of the Sleep SIG led a conversation on how to improve the experience in the SBM poster hall. He suggested (1) adding topics to the letter categorization (2) consolidate posters by topic to facilitate networking and (3) organize posters by theme with presenters each giving a quick elevator pitch of their work.

Dr. Winter suggested that it was best to spread the topics throughout the three poster session to ensure content for all specialties on each night; however she really appreciated the theme idea. The SIG Chairs agreed that coordinating themes was a good idea. The SIG Chairs should collaborate to develop themes for the poster hall sessions in 2018.

Dr. Huebschmann made a comment that one theme for grouping could involve methods and noted that the Diabetes SIG was organizing a “poster walk” with a small group and will report back how that activity goes at the annual meeting this year.

**Next meeting**

Wednesday, November 2: 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET