

Scientific Education Council Meeting Minutes

Date Wednesday, November 8, 2023

Time 2 pm CT

IN ATTENDANCE	
Scherezade K. Mama, DrPH (Chair)	Jessica LaRose, PhD
Kellie Cooper	Erica Soltero, PhD
Stephanie Goldstein, PhD	Lindsay Bullock, CAE (staff)
Jessica Gorzelitz, PhD	
<i>*quorum = 5, excluding staff</i>	
REGRETS	
Mei-Wei Chang, PhD, FSBM	Jacob Meyer, PhD
Heather J. Leach, PhD	

Minutes and Reminders

MOTION: Dr. Soltero moved to approve the minutes from the September Scientific Education Council meeting. Ms. Goldstein seconded. The motion carried.

Dr. Mama reminded the council that nominations are now open for the next SBM president, secretary/treasurer, and member delegate. Council members are encouraged to run and nominate. More details: <https://www.sbm.org/about/leadership/nomination-form>

Membership Survey

Dr. Mama reminded the group of the work done by the council to create the survey about member training needs, including the topic areas and questions about delivery method and level. The survey closed September 28 and had a 4% response rate (about 120 responses). The council has two sets of results: One PDF summary and one de-identified individual response spreadsheet. Those results can now be used to create a priority list of trainings to occur in calendar year 2024, or if in-person, possibly some for the 2025 Annual Meeting. (Prior to the survey, Dr. Mama already helped coordinate an accepted 2024 Annual Meeting “Meet the Funders” networking session to address needs about grant writing and grant management.)

ACTION: Drs. Goldstein and Mama and Ms. Cooper will go through the results to identify the most common needs and possible solutions for the council’s January call.

Grand Rounds Webinar Series

The council provided email feedback on a draft proposal to revamp the webinar series, to be more proactive about planning content that meets members needs and appeals to more members. Dr. Soltero led discussion about three primary questions noted in the draft.

First, the group discussed if and how to financially incentivize webinar attendance, perhaps by offering non-member students a discounted price and/or offering a discounted Annual Meeting registration to students who attend multiple webinars. Concerns were raised about equity and logistics. Dr. Mama also noted that a brand new first-time student membership rate of \$35 is

actually less than one non-member webinar (\$45), and that SBM is striving to make sure we offer member benefits all year, not just in conjunction with the Annual Meeting. The council decided to scrap the incentive idea given the new \$35 rate.

Second, the group discussed the ideal frequency of webinars and how far in advance applications to host would be submitted and planned. The council determined 12 webinars (1 per month), with SIGs submitting applications in June and those being reviewed by the council in July with selection of all 12 at that time (September 2024 through August 2025). SIGs could request special ad hoc webinars for time-sensitive and emerging topics, though their acceptance would be rare.

Third, the group discussed additional metrics to collect from webinar attendees, to show impact and engagement to SIGs, and to help plan future webinars that meet members continuing needs. At the end of each webinar, attendees could be asked, "Did this webinar meet your training needs?" with an open-ended area to indicate why not. Career level and member status would be known in SBM's database and does not need to be asked.

The council discussed a plan to solicit constructive feedback from the SIGs and to help them be successful in webinar planning.

- SIGs will need to be reminded that hosting a webinar is not required annually, and that their SIG annual reports should focus on quality over quantity. Even if they do host a webinar, they should report out on the engagement, not just the number of webinars.
- The webinar proposal should include "SIG Benefits," to show SIGs the changes will help them and lead to better promotion, better attendance, more satisfied members, and more impact.

ACTION: Dr. Soltero will refine the webinar draft proposal based on the council's feedback.

ACTION: Ms. Bullock will ensure Dr. Soltero is on the agenda for the February SIG Committee call. Any SIG feedback can be incorporated into a final proposal for presentation to the SBM Board in March. If approved by the Board, the new webinar plan would start with applications in June 2024 (and the May 2024 new SIG chair orientation would have all the details).

ACTION: No webinars are currently scheduled past February 2024. Ms. Bullock has put a hold on the calendar so no webinars will be planned after that.

The meeting adjourned at 3 p.m. CT.

Minutes respectfully submitted by L. Bullock on November 8, 2023.