

Scientific Education Council Meeting Minutes

Date Thursday, May 11, 2023

Time 2 pm CT

IN ATTENDANCE	
Scherezade K. Mama, DrPH (Chair)	Heather J. Leach, PhD
Mei-Wei Chang, PhD, FSBM	Jacob Meyer, PhD
Kellie Cooper	Lindsay Bullock (staff)
Stephanie Goldstein, PhD	

**quorum = 5, excluding staff*

REGRETS	
Jessica LaRose, PhD	Erica Soltero, PhD
Larissa Mickelson (staff)	

Dr. Mama welcomed Dr. Goldstein as an official council member.

Dr. Mama noted results from the 2023 Annual Meeting evaluation, which featured several questions from the SEC about training needs, will be available May 30. These results will inform future trainings planned by SEC as well as larger member-wide survey the council will work on for August.

ACTION: Dr. Mama will poll the group to find an alternate June call time due to council member travel conflicts.

The council discussed the Bridging the Gap Research Award's history, purpose, and process. The council will be reviewing applicants for the 2023 award. Applications will be open June 1 – July 17. Each application gets two reviews, and those will be completed in late July, with the council then discussing scores and selecting a final winner on its August call.

ACTION: The council decided by consensus not to provide feedback to rejected applicants, and to keep the existing scoring categories with equal weighting.

The council discussed the 2023 Annual Meeting Poster Mentoring Program, noting many mentors seemed confused this year about what they were actually supposed to do. Some student mentees also seemed to think the program was more about career development, when in fact the mentoring is specific to feedback on the poster presentation. The council suggested both mentors and mentees would benefit from more instructions, including making clear the mentee (not the mentor) should reach out in advance to connect and to indicate what specific feedback they want most (ex: about methods on the poster, about design of the poster, about their verbal presentation at the poster).

ACTION: Ms. Bullock will provide the abstract system prompt students see at the point of sign up, as well as all invite and matching email templates. Ms. Cooper and Dr. Chang will review those to suggest edits, including a list of instructions for mentors and a separate list of instructions for mentees. These updates should be ready for the July call.

ACTION: For the 2024 poster mentoring program, staff will provide both a calendar invite with final details and an email.

ACTION: For the 2024 poster mentoring program, the council will identify one alternate mentor per poster session, to serve as a mentor in the event of cancellations or flight delays. If enough mentors are found, council members could serve as the alternates.

The council discussed the SBM webinar series stats and files provided by Ms. Mickelson.

ACTION: Drs. Meyer and Leach will review the webinar stats and existing proposed topic files to identify the following for the July call: unmet webinar topic needs; and top attended topic areas to date. This will inform future training provided and the August membership survey.

The meeting adjourned at 2:50 p.m. CT.

Minutes respectfully submitted by L. Bullock son on May 12, 2023.