



SOCIETY OF  
BEHAVIORAL  
MEDICINE

**ETCD Council Conference Call  
MINUTES**

**Tuesday, January 14, 2020**

**11:30 a.m. PT/12:30 p.m. MT/1:30 p.m. CT/2:30 p.m. ET**

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

**In Attendance**

Amy Huebschmann, MD (chair)  
Vicki DiLillo, PhD  
Andrea Kozak, PhD  
Valerie Myers, PhD  
Cynthia Castro Sweet, PhD (guest)  
Lindsay Bullock (staff)  
Andrew Schmidt (staff)

**Regrets**

Jamie Bodenlos, PhD  
Courtney P. Bonner, PhD  
Morgan Lee, PhD, MPH  
Karen Oliver, PhD  
Lori Pbert, PhD  
Sherri Sheinfeld Gorin, PhD  
Barbara Stetson, PhD

**Welcome and Minutes**

Approval of the December 2019 ETCD Council call minutes was tabled until the council's next meeting.

**Consultation Program Updates**

Dr. Castro Sweet reported that the Digital Health Council (DHC) has been fielding questions from SBM members about non-academic careers possibilities. To better direct those members to other SBM members with experience in non-academic settings, the DHC has been considering developing a consultation program similar to, or in collaboration with, the consultation program managed by the ETCD Council.

Part of the proposed collaboration would involve updating the consultation program's web presence, and Dr. Huebschmann asked the council to consider a mock-up of a submission form to replace the current directory format used by the program. This form would allow members to choose from industry- or academia-related topics first, before drilling down to various sub-topics (research area vs. career-development, for instance).

Dr. Castro Sweet asked the ETCD to share any screening questions that it uses to vet potential consultants; Dr. Huebschmann noted that the consultation program has been primarily organized around SBM's SIGs, with experts from the SIGs providing consultation on relevant research-focused topics. ETCD has therefore been less involved in directly recruiting consultants or calling for volunteers from the general SBM membership, though new consultants would need to be recruited if the

proposed changes to the program are implemented.

Dr. Castro Sweet noted that most of the questions the DHC receives are from trainee members, however there have been a handful of enquiries from mid-career individuals as well. The DHC has already been working on a form that could be used to collect information from potential consultants, and it may be useful to include a question that asks from which career stages consultants would be comfortable fielding questions.

Next steps:

- Dr. Castro Sweet will share a draft Google form to collect information from potential consultants to prior to joining the consultation program, and Mr. Schmidt will work with SBM's Web Services team to develop a submission form to be hosted on the SBM website.

### **2020 Annual Meeting Poster Mentoring**

Dr. Huebschmann reminded the council that invitations to potential poster mentors would need to be sent in the coming weeks. Dr. Huebschmann suggested that the council would need to balance inviting enough mentors to match with all of the eligible poster mentees, without over-inviting and then turning away interested mentors, or spending council members' time and effort reaching out to unlikely mentor prospects.

Dr. DeLillo also enquired whether it would be possible to determine whether mentors from previous years continue to attend the Annual Meeting but are no longer interested in being a poster mentor, or whether they have become less involved with SBM generally.

Dr. Huebschmann recommended that the council focus on re-inviting mentors from the 2019 and 2018 Annual Meetings at first, in addition to reaching out to new SBM fellows who haven't been asked to participate as poster mentors in the past.

Next steps:

- Mr. Schmidt will prepare an updated spreadsheet of potential poster mentors and share with the council. Council members will be asked to reach out to their assigned mentors by January 31<sup>st</sup>.

### **Next Meeting**

February 14<sup>th</sup>, 2019, 2:30 p.m. EDT