



SOCIETY OF
BEHAVIORAL
MEDICINE

**Professional Advancement Council Conference Call
MINUTES**

Thursday, July 14, 2022

9:00 a.m. PT/10:00 a.m. MT/11:00 a.m. CT/12:00 p.m. ET

<https://us06web.zoom.us/j/83809865247>

In Attendance

Valerie Myers, PhD (chair)
Morgan Lee, PhD, MPH
Carina Nigg, MSc (guest)
Andrew Schmidt (staff)

Regrets

Erika Montanaro, PhD
Sherri Sheinfeld Gorin, PhD

Welcome and Minutes

The June 2022 PAC call minutes were approved as written.

Early-Career Mentoring Program

Ms. Nigg reported that evaluation responses from the first cohort of Early-Career Mentoring Program participants were positive overall. One item that several participants mentioned was a perceived lack of oversight from program administrators throughout the year, or that it was unclear how participants could work with volunteers or staff at SBM to facilitate mentor meetings or report uncommunicative mentors.

Dr. Myers shared some of the council's thoughts from previous meetings regarding the creation of a new Early-Career Mentoring Program Committee or other persistent collaboration between the PAC and the Student SIG to help manage the program going forward. Council members agreed to continue thinking about possible arrangements as planning for the 2023-24 program ramps up in the fall.

Dr. Lee inquired about the expected timeline for new participant applications and mentor matching, and suggested that recruitment for the next group of mentors take place earlier in the cycle, ahead of the winter holidays and before other volunteer opportunities make their asks in the new year. Ms. Nigg added that the Student SIG had already considered reducing the number of accepted participants, and therefore, mentorship groups, and noted that there had been some discussion with SBM leadership about adding a question about interest in serving as a mentor to the membership renewal form for 2023.

Consultation Program

Continuing the discussion from the June PAC meeting, Dr. Myers reminded the council that the Consultation Program remained underutilized, and that the council had identified its location on the website as a potential reason why members were unaware of the program. Mr. Schmidt reported that edits were already underway to the website to collect all of the Consultation Program information on one page within the “Membership” section, and to add that page to the main navigation bar such that it would be easily-discoverable by members regardless of whether they were logged into their account.

To further publicize the program, Dr. Myers suggested mentioning the updated program details in an upcoming email, potentially reusing some of the language from the last member digest announcement about the program relaunch. The council also discussed coordinating with the SIGs to highlight SIG leaders who also serve as consultants and to promote the program more generally to their members.

Before making those announcements, however, the council considered reconnecting with each of the consultants to confirm their interest in remaining listed on the program site and check that their contact information and areas of expertise remained accurate. Once their information had been brought up-to-date, the consultants could be encouraged to share the program themselves and to mention their participation when engaging in other SBM activities (e.g., presenting in a Grand Rounds webinar).

Next steps:

- Mr. Schmidt and Dr. Myers will draft a message to the current consultants thanking them for being a part of the program and reminding them which topics they’re listed under. They will also draft a promotional announcement to members based on language from past weekly digest emails.

Other Business

Dr. Myers reminded the council that new members are still being sought for the PAC, and recommended that each current member set a goal of reaching out to at least one prospective new member before next month’s meeting.

Ms. Nigg asked for clarification about the prerequisites for serving on an SBM council; Dr. Myers noted that any current SBM members, regardless of member type or career stage, are eligible to join a council.

Next Meeting

Thursday, August 11; 12 p.m. ET