



SOCIETY OF BEHAVIORAL MEDICINE

SIG Council Conference Call MINUTES

Wednesday, December 5, 2018

9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET

Call in number: <https://bluejeans.com/493133939>

In Attendance

Brian Gonzalez, PhD – *Chair*
Neha Gothe, PhD – *Aging*
Beth Orsega-Smith, PhD – *Aging*
Dani Arigo, PhD – *BIT*
Lisa Cadmus-Bertram, PhD – *BIT*
Matt Whited, PhD – *CVD*
Lisette Jacobson, PhD – *CFH*
Amanda Shallcross, ND, MPH – *CAIM*
Claire Spears, PhD – *CAIM*
Liz Beverly, PhD – *Diabetes*
Maria Ramirez Loyola – *Diabetes*
Heather Jim, PhD – *EBBM*
Heather McGinty, PhD – *EBBM*
Aisha Langford, PhD, MPH – *HDM*

Robert Newton, PhD – *Health Equity*
Megan Shen, PhD – *Health Equity*
Kimberly Nelson, PhD – *HIV/Sexual Health*
Jennifer Funderburk, PhD – *IPC*
Kathryn Ross, PhD – *OED*
Molly Waring, PhD – *PHS*
Jill Bormann, PhD, RN, FAAN – *Spirituality*
Jennifer Hulett, PhD – *Spirituality*
Jocelyn Remmert – *Student*
Paul Branscum, PhD, RD – *TTBCI*
Jaclyn Maher, PhD – *TTBCI*
Pam Geller, PhD – *Women's Health*
Emily Mailey, PhD – *Women's Health*
Andrew Schmidt (staff)

Minutes

The October 2018 SIG Council call minutes were approved as written.

SIG Elections Timeline

Dr. Gonzalez advised the council that elections for new SIG chairs and co-chairs must be held at or before the Annual Meeting. Chairs were encouraged to reach out to SBM staff with questions or requests for support, and to refer to the election procedures outlined in their SIG's previous annual report, which are now available on the SIG chair website.

Annual Reports and Commitment to Diversity Section

Dr. Gonzalez shared the SIG Annual Report template and reminded the council that individual reports would be due in early-February. Monica Baskin, chair of the Diversity Leadership Working Group, joined the call to draw special attention to the new "Commitment to Diversity" section that has been added to this year's report.

Dr. Orsega-Smith asked whether SIGs were expected to have already implemented diversity-oriented policies or programs, and Dr. Baskin emphasized that responses on the annual report don't necessarily need to reflect a major diversity project. As an example, a SIG may have incidentally seen more diversity in its leadership in recent years (such as a co-chair from a previously unrepresented discipline), and the Commitment to Diversity section provides a place for that SIG to both recognize its current diversity efforts and look for new opportunities to promote diversity in the future.

SIG Manual Updates and SIG Award Processes

Following from the discussion on the previous SIG Council call, the speaker fee and reimbursement rate schedules outlined in the SIG Manual have been streamlined, and clarifications have been added for the separate speaker fee and travel/lodging limits. In addition, SBM members are now eligible for lodging/travel reimbursement for presenting at pre-conference courses, and for speaker fees for participating in SIG-sponsored symposia.

Dr. Gonzalez also provided a demonstration of the SIG roster and Annual Meeting abstract reporting tools on the SIG chair website. SIGs that are planning to offer abstract awards at the upcoming conference can use the abstract reporter to quickly pull a list of relevant submissions; SBM staff will provide additional information about the available reports and the award selection process in the coming weeks.

SIG Proliferation

Dr. Gonzalez noted that the SBM board has continued to discuss the impact that an increasing number of SIGs has on society resources, including staff time and expenses, availability of meeting space and program slots for SIGs at the Annual Meeting, and shared SIG funding. The council was asked to look over a series of charts comparing the relative activity levels of SIGs, versions of which were presented to the board at their meeting in November. Dr. Gonzalez asked the council whether they felt it would be worthwhile to make the same information available indefinitely on the SIG chair website.

Several council members noted that a number of “activities” is less useful out of the context of a SIG’s size and age, and that a clearer definition of what types of activities were being counted would be needed. It was also suggested that, while it wouldn’t be necessary to label every SIG on the charts or tables, it would be much more effective if chairs were able to identify their own SIG in comparison to the rest of the group.

Dr. Gonzalez explained that the intention of compiling this data isn’t to establish a strict minimum number of activities that SIGs are expected to meet, but rather to illustrate trends in SIG activity over time, both on the individual SIG level and across the SIG program as a whole.

Dr. Funderburk suggested that while quantitative measure of SIG activity might not be particularly useful for chairs, a resource that featured “success stories” from established SIGs could be helpful.

Other Business

Dr. Langford estimated that only a fraction of SIG members participate in any SIG activities (15-20% at maximum); as a result, SIG chairs may find it difficult to determine how many active members their SIG has, and comparing membership numbers (as in the SIG activity charts) may not provide an accurate picture of how many members are engaged in a SIG.

Dr. Gonzalez noted that methods for identifying active SIG members are being considered, including the implementation of “tiered” membership categories. The council will continue to discuss strategies for managing SIG memberships and engaging members on a future call.

Next meeting: Wednesday, January 16 at 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET.