



SOCIETY OF BEHAVIORAL MEDICINE

SIG Council Conference Call MINUTES

Wednesday, January 16, 2019

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*
Shawna Ehlers, PhD – *Cancer*
Matt Whited, PhD – *CVD*
Lisette Jacobson, PhD – *CFH*
Amanda Shallcross, ND, MPH – *CIM*
Claire Spears, PhD – *CIM*
Liz Beverly, PhD – *Diabetes*
Lyndsay Nelson, PhD – *Diabetes*
Maria Ramirez Loyola – *Diabetes*
Heather Jim, PhD – *EBBM*
Heather McGinty, PhD – *EBBM*
Aisha Langford, PhD, MPH – *HDM*
Robert Newton, PhD – *Health Equity*

Kimberly Nelson, PhD – *HIV/Sexual Health*
Cerissa Blaney, PhD – *IPC*
Jennifer Funderburk, PhD – *IPC*
Kate Hoerster, PhD, MPH – *MVH*
Jerry Suls, PhD – *Multi-Morbidities*
Becca Krukowski, PhD – *OED*
David Cavallo, PhD, MPH, RDN – *OBB*
Siobhan Phillips, PhD, MPH – *Physical Activity*
Molly Waring, PhD – *PHS*
Tracy Trevorrow, PhD – *Sleep*
Natasha Williams, EdD, MPH, MSW – *Sleep*
Jill Bormann, PhD, RN, FAAN – *Spirituality*
Jaclyn Maher, PhD – *TTBCI*
Susan Czajkowski, PhD – *TTBCI*
Lindsay Bullock (staff)
Andrew Schmidt (staff)

Minutes

The December 2018 SIG Council call minutes were approved with edits to the attendance list.

Upcoming SIG Deadlines

Dr. Gonzalez provided reminders for a number of imminent SIG deadlines:

- SIGs should review their pages on the SBM website and send any edits to SBM staff by **Friday, January 18th**. The text from each SIG's page will be used to create SIG posters for the new member meet and greet at this year's Annual Meeting.
 - Dr. Gonzalez also encouraged SIGs to have a representative attend the meet and greet, scheduled for 6:30 to 7:30 p.m. on Wednesday, March 6th.
- SIG award decisions are due to SBM staff by **Monday, January 28th**
 - SIGs that are using the abstract report on the SIG Chair website to select award winners can forward the abstract details to Andrew for the authors' names and contact information.
- Annual reports are due by **Monday, February 4th**.
- New SIG chairs/co-chairs must be elected on or before the last day of the Annual Meeting (**Saturday, March 9th**).
 - SIGs are responsible for soliciting nominations and tallying their members' votes, however SBM staff can help build an online survey for any SIG that wants to hold their elections electronically before the meeting. Ballot details for a survey would need to be sent to Andrew by **Monday, February 4th**.

SIG Activity Metrics

Dr. Gonzalez shared a series of anonymized tables and charts showing a yearly overview of SIG activities, and asked the council whether they thought the data would be useful to them as SIG chairs. The charts currently measure SIG members and membership growth/decline over time, listserv usage, publications, and Annual Meeting activities.

Dr. Rowland suggested that SIG-sponsored webinars be tracked as well, potentially under the publications heading, and

Dr. Arigo asked about measuring SIG social media activity. Dr. Gonzalez agreed that webinars should be included in future metrics and noted that while SIGs were encouraged to be active on social media, not all SIGs have the capacity to maintain a social media presence (however any SIG with a strong social media presence should be sure to highlight it on their annual report).

Dr. Waring expressed her concern with looking at the metrics outside of the context of SIG size and age, which could unfairly disadvantage SIGs who have a high proportion of active members but don't have the same quantity of products as other, larger SIGs.

Dr. Gonzalez indicated that the metrics are designed to be a comparison between SIGs rather than an evaluation of individual SIGs' performance, and they aren't intended to establish a hard minimum number of activities that a SIG needs to undertake. The top SIGs based on these metrics could be asked to share some of their tips and tricks with the rest of the council while SIGs nearer to the bottom of the pack could be offered additional support, especially in the lead up to their renewal applications.

Potential Changes to SIG Membership Structure

Continuing a discussion from previous council calls on SIG member engagement, Dr. Gonzalez echoed council members' concerns that it can be difficult to identify which of their SIG's members have been involved in a meaningful way. Dr. Gonzalez asked the council whether they would support modifying the definition of SIG membership so that SBM members could only be full members of one SIG at a time. Under this new membership structure, individuals would only be counted as a member of their primary or "home" SIG, while still being able to subscribe to any number of other SIG listservs.

Dr. Langford agreed that having a means of highlighting which of a SIG's members are involved or engaged with the SIG would be helpful, however she noted that she and many other SBM members find multiple SIGs to be relevant to their work, and it would be overly-restrictive to prevent members from joining more than one.

Dr. Waring noted that she has been involved with different SIGs in different capacities throughout her time in SBM, and that being forced to choose just one SIG to be a member of would be a disservice to members.

Dr. Gonzalez asked the council whether they had suggestions for other methods of tracking and promoting engagement with the SIG among their members.

Dr. Trevorrow suggesting using surveys to determine what members find valuable about their SIGs and learn *how* SIG members would like to be more engaged.

Dr. Arigo asked whether SIGs had previously tried to conduct these sorts of polls at or around their business meetings, when members might be most aware of their SIGs and what they do. Anyone who expresses an interest in volunteering for SIG activities on a survey could then receive a personalized invitation from the chair(s) when opportunities come up later in the year.

Dr. Krukowski responded that that last time the OED SIG surveyed its members, the SIG activities that they found most valuable were training on methods and networking. Does this suggest that the SIG council needs to rethink how it defines "engagement?" Members may consider themselves to be involved with the SIG and deriving a significant degree of benefit from their SIG membership, but they wouldn't necessarily show up in measures like listserv posts or SIG publications.

Changes to SIG Council Call Format

Dr. Gonzalez asked the council whether they felt the format of the monthly calls was serving their needs as SIG chairs or whether changes could be made to make the calls more efficient and interactive. Potential changes introduced by Dr. Gonzalez included adjusting the frequency and length of the call, sharing updates prior to each call in the form of a read-ahead document or slide deck while reserving time on the call itself for discussion, or setting aside time for individual SIGs to present on their current or upcoming activities.

Dr. Newton proposed assigning SIGs to provide their updates on particular calls, which would be similar to the Idea Lab structure employed by the SIG Council on their calls in previous years.

Dr. Rowland noted that SIGs might not know far in advance when they'll have updates to provide, while there may be

some months where few or no SIGs have updates to share. Dr. Gonzalez recommended that SIG chairs either volunteer to give brief updates on their SIG's activities or use the open forum rather than scheduling presentations for each and every SIG.

Dr. Krukowski suggested that while a full read-ahead document might not be necessary, including some additional discussion questions or prompts for council members to review in advance would help them better prepare for the call.

Dr. Gonzalez will test out including additional questions/prompts with the agenda items for future calls, and will emphasize open forum time on the agenda as a venue for SIGs to provide updates and/or opportunities for collaboration.

Next meeting: Wednesday, February 20 at 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET.