



# SOCIETY OF BEHAVIORAL MEDICINE

## SIG Council Conference Call MINUTES

Wednesday, April 17, 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/676025469>

### In Attendance

Brian Gonzalez, PhD – *Chair*

Kathi Heffner, PhD – *Aging*

Beth Orsega-Smith, PhD – *Aging*

Danielle Jake-Schoffman, PhD – *BIT*

Helena Laroche, MD – *CFH*

Matt Whited, PhD – *CVD*

Heather McGinty, PhD – *EBBM*

Shannon Christy, PhD – *HDM*

Kassandra Alcaraz, PhD, MPH – *Health Equity*

Robert Newton, PhD – *Health Equity*

Megan Shen, PhD – *Health Equity*

Peter Giacobbi, PhD – *MHBC*

Tammy Stump – *MM*

Katherine Hall, PhD, MPH – *MVH*

Kathryn Ross, PhD, MPH – *OED*

Sara St. George, PhD – *OBB*

Dori Rosenberg, PhD, MPH – *Physical Activity*

Linda Trinh, PhD – *Physical Activity*

Jessica Breland, PhD – *PHS*

Lisa Cadmus-Bertram, PhD – *PHS*

Tracy Trevorow, PhD – *Sleep*

Jennifer Hulett, PhD – *Spirituality*

Ekin Secinti, MS – *Student*

Yue Liao, MPH, PhD, CPH – *TTBCI*

Jaclyn Maher, PhD – *TTBCI*

Alicia Dahl, PhD – *Women's Health*

Veronica Njie-Carr, PhD – *Women's Health*

Michael Diefenbach, PhD (guest)

Scherezade Mama, DrPH (guest)

Lindsay Bullock (staff)

Robert Carroll (staff)

Andrew Schmidt (staff)

### Minutes

The February 2019 SIG Council call and March 2019 in-person meeting minutes were approved as written.

### Provocative Questions Survey

Dr. Diefenbach introduced one of his presidential initiatives for the upcoming year: "Provocative Questions in Behavioral Medicine." The first part of this initiative will be a survey in which SBM members describe what they consider to be the important questions that need to be addressed in behavioral medicine over the next 10 years.

Dr. Diefenbach asked the SIG Council to pilot test the survey before wider release; SBM staff will circulate the draft survey following the call for council members to provide their responses and feedback.

### Membership Council Update

Dr. Mama invited SIG Council members to consider joining the Membership Council or becoming an SBM Champion (Champions serve as SBM ambassadors at their institutions and assist the Membership Council with other initiatives throughout the year). In particular, outgoing SIG chairs who are looking for another way to get involved in SBM are encouraged to join.

One reason that the Membership Council is recruiting now is a new survey panel being put together via the Champions program. The survey panel is intended to serve as a representative cross-section of the society membership that councils/committees/SBM leadership can quickly poll when they are seeking feedback on activities or background for decisions affecting members.

Any council members who are interested in joining the Membership Council or becoming an SBM Champion, or who would like to nominate a member of their SIG for either opportunity, are welcome to reach out to Dr. Mama. SIGs interested in making use of the survey panel are encouraged to notify SBM staff.

## **SIG Renewal**

Dr. Gonzalez shared an updated SIG activities timeline for the 2019-2020 SBM year. Included on the timeline are the renewal application deadlines for the first two groups of SIGs scheduled for renewal; for 2019, those SIGs are Aging, BIT, Cancer, CIM, Health Equity, MHBC, OED, and Pain.

SIG Renewal applications and additional details about the renewal process are available on the SIG Chair Website, and Dr. Gonzalez and SBM staff will follow up with the SIGs renewing in 2019 before the June deadline.

## **In-Person SIG Council Meeting Updates**

Dr. Gonzalez provided updates on the following topics of discussion from the in-person meeting in March:

### **Annual Meeting Topic Areas**

Dr. Gonzalez forwarded the council's suggestions for new topic areas and revised topic area descriptions to the Program Committee.

### **SIG Chair Website and SIG Webpages**

Any SIGs with edits for their individual SIG webpages should forward those to SBM staff. In addition, any SIGs who would like to host materials for their officers/members or develop collaborative documents should notify SBM staff who can create shared folders on SBM's Google Drive.

### **SIG Chair Role/Responsibilities Overview**

Dr. Gonzalez shared a one-page document summarizing typical SIG chair responsibilities. The overview will be available on the SIG Chair website as a resource for new chairs or for prospective SIG officers who are looking to learn more about SIG leadership.

### **Streamlining SIG Chair Responsibilities**

Dr. McGinty mentioned that the EBBM SIG has been considering how to better utilize a subcommittee structure to divide responsibilities among SIG officers and other volunteers.

Dr. Laroche noted that the Child and Family Health SIG's advisory board helps to reduce the burden of SIG responsibilities on current officers; Dr. Newton added that the Health Equity SIG's planning committee fulfills a similar function. Dr. Trinh reported that despite a number of committees and an advisory board, the Physical Activity SIG still experiences some difficulty with the same individuals being responsible for most SIG activities. The SIG is experimenting with clearly defining responsibilities for committees and advisory board members in advance, rather than asking for volunteers as activities are planned.

Chairs are encouraged to continue thinking about how their SIG delegates responsibilities, for discussion on future council calls.

### **Standardizing SIG Chair Terms**

Following discussion during the March meeting where some chairs mentioned that they find an overlapping, three-year chairs structure (chair-elect, chair, and past-chair positions) to be beneficial, SBM's presidents were interested in having the SIG Council consider making this a standard structure across all SIGs.

Dr. St. George noted that the OBBI SIG currently has five positions in its leadership structure, and while the SIG appreciates the benefits of overlapping terms and a defined leadership "pipeline," some of those benefits could be lost if a three-year, three-position structure were imposed.

Dr. Newton mentioned that the Health Equity SIG currently only has two chair positions rather than three. The arrangement has been working well for the SIG so far, but it may be counterproductive to require all SIGs to adopt the same term lengths or position descriptions.

Dr. Newton and Dr. McGinty inquired whether there was a list of current SIG structures for chairs to compare. Dr. Gonzalez suggested that the council could conduct a survey of SIG leadership structures before the next monthly call. A survey would create an inventory of SIG leadership arrangements for the council as a whole to review, and provide chairs with an opportunity to comment on their current structures.

An update to the SIG manual that encourages an overlapping chair framework, rather than requiring all SIGs to adopt the same structure, will also be proposed to SBM's Executive Committee.

### **Public-Facing Article Update**

Dr. Gonzalez thanked the SIGs for submitting the many quality public-facing articles that are now being published in the "Healthy Living" section of the SBM website. Articles are currently being released at an average of two articles each month.

Mr. Carroll added that the editorial calendar is prepared by SBM's Search Engine Optimization (SEO) consultant to maximize the impact of individual articles and of the Healthy Living section as a whole. The consultant has advised SBM that a consistent publication schedule is critical for driving traffic to the articles.

Mr. Carroll shared a report of web traffic to the Healthy Living section since its debut in January, which shows a clear pattern of increasing views and reader engagement for the articles. In addition, a growing share of traffic to the section is coming from search results rather than social media shares from SBM or the articles' authors. This suggests that Google is giving more weight to Healthy Living articles in keyword searches and that the section continues to build momentum as more articles are added.

Dr. Gonzalez asked the council what their preferred timeline would look like for submitting future public-facing articles. Is it more convenient to have an open submission period for all SIGs, likely during the summer before abstract submission opens? Or would it be easier to have SIGs prepare articles for multiple deadlines throughout the year as is done for *Outlook*? The council will consider the timeline again on next month's call.

**Next meeting: Wednesday, May 15 at 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET.**