



SOCIETY OF BEHAVIORAL MEDICINE

SIG Council Conference Call MINUTES

Wednesday, July 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*

Neha Gothe, PhD – *Aging*

Beth Orsega-Smith, PhD – *Aging*

Madhura Phansikar, MA – *Aging*

Dani Arigo, PhD, LP – *BIT*

Danielle Jake-Schoffman, PhD – *BIT*

Ian Kim – *BIT*

Karen Syrjala, PhD – *Cancer*

Sabrina Ford, PhD – *CFH*

Amanda Shallcross, ND, MPH – *CIM*

Claire Spears, PhD – *CIM*

Matthew Whited, PhD – *CVD*

Liz Beverly, PhD – *Diabetes*

Lisa Carter-Harris, PhD, APRN – *HDM*

Kassandra Alcaraz, PhD, MPH – *Health Equity*

Robert Newton, PhD – *Health Equity*

Megan Shen, PhD – *Health Equity*

Kimberly Nelson, PhD, MPH – *HIV & Sexual Health*

Cerissa Blaney, PhD – *IPC*

Jennifer Funderburk, PhD – *IPC*

Peter Giacobbi, PhD – *MHBC*

Tammy Stump – *MM*

Ryan Kalpinski, PhD – *MVH*

Kathryn Ross, PhD, MPH – *OED*

Sara St. George, PhD – *OBBI*

Lisa Cadmus-Bertram, PhD – *PHS*

Tracy Trevorow, PhD – *Sleep*

Jennifer Hulett, PhD – *Spirituality*

Jennifer Mandelbaum, MPH – *Student*

Yue Liao, MPH, PhD, CPH – *TTBCI*

Andrew Schmidt (staff)

Minutes

The May 2019 SIG Council call minutes were approved as written.

Public-Facing Article Submission

Dr. Gonzalez reminded the council that public-facing articles would be accepted twice-yearly going forward, with the first round of submissions closing before the August SIG Council call. SIGs were encouraged to share prospective article topics on a [shared spreadsheet](#) before submitting full drafts, however any SIGs who would still be interested in developing an article before the August deadline are welcome to do so without submitting a topic first.

Annual Meeting Planning

Dr. Gonzalez provided a rundown changes to the abstract submission process that SBM's Program Committee has implemented for the 2020 Annual Meeting:

- Pre-conference courses at the 2020 meeting can be scheduled for 2.5 or 5 hours.
- No longer a distinction between "courses" and "seminars;" everything scheduled on Wednesday will be a pre-conference course.
- Pricing has been streamlined to reflect these changes (see p. 7 of the [SIG Manual](#)).
- Food and beverage will not be available for sessions on the pre-conference day.
- Courses will be submitted via the main abstract website; only breakfast roundtables and midday meetings will be submitted via a separate "non-scientific sessions" link that staff will send to the SIG council after abstracts open.
- SIGs will no longer need to include award requests/budgets on their business meeting proposals. A separate form for awards will be circulated in early-2020.

Dr. Gonzalez also reminded the council that the [Collaboration Hub](#) is a resource for SBM groups looking to co-develop sessions, and that SIG financial statements can now be downloaded from the [SIG Chair Website](#).

Open Forum

Dr. Gonzalez noted that the SIG Renewal Review Committee and SBM Board had completed their review of the renewal applications submitted in June, and that individual SIGs would be notified of the results in the coming weeks.

Dr. Kalpinski enquired whether only SIG chairs had access to the collaboration hub as the MVH SIG would be using their own session planning document, the contents of which could eventually be incorporated into the hub document. The MVH SIG uses a shared folder on SBM's Google Drive to host the planning document and other resources; SIGs interested in using collaborative documents that do not already have a shared folder are encouraged to reach out to SBM staff to create one.

Next meeting: Wednesday, August 21 at 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET.