SIG Council Conference Call
MINUTES
Wednesday, August 21, 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
Kathi Heffner, PhD – Aging
Beth Orsega-Smith, PhD – Aging
Dani Arigo, PhD, LP – BIT
Danielle Jake-Schoffman, PhD – BIT
Ian Kim – BIT
Karen Syrjala, PhD – Cancer
Claire Spears, PhD – CIM
Matthew Whited, PhD – CVD
Liz Beverly, PhD – Diabetes
Heather McGinty, PhD – EBBM
Lisa Carter-Harris, PhD, APRN – HDM
Shannon Christy, PhD – HDM
Kassandra Alcaraz, PhD, MPH – Health Equity
Robert Newton, PhD – Health Equity
Jonathon Rendina, PhD, MPH – HIV & Sexual Health
Peter Giacobbi, PhD – MHBC
Tammy Stump – MM
Katherine Hall, PhD – MVH
Rebecca Krukowski, PhD, MPH – OED
Sara St. George, PhD – OBBI
Sara Edmond, PhD – Pain
Linda Trinh, PhD – Physical Activity
Jessica Breland, PhD – PHS
Ekin Secinti – Student
Yue Liao, MPH, PhD, CPH – TTBCI
Jaclyn Maher, PhD – TTBCI
Alicia Dahl, PhD – Women’s Health
Veronica Njie-Carr, PhD – Women’s Health
Lindsay Bullock (staff)
Andrew Schmidt (staff)

Minutes
The July 2019 SIG Council call minutes were approved as written.

SIG Renewal Updates
Dr. Gonzalez reminded the council that 1/3 of the current SIGs were asked to complete and submit renewal applications in June. These applications were initially evaluated by a SIG renewal review committee, who provided their recommendations to the SBM board for final determinations of renewal status for each SIG.

During their discussions, both the SIG renewal review committee and the board recommended that future renewals include all of the SIGs at one time, so rather than reviewing 1/3 of the remaining SIGs in 2020 and the final 1/3 in 2021, renewed SIGs from this year will next be up for renewal in 2023, while all other SIGs will be scheduled for renewal in 2020 and again in 2023.

The Aging, BIT, Cancer, Health Equity, Obesity and Eating Disorders, and Pain SIGs were renewed by the board until 2023, while the Complementary and Integrative Medicine and Multiple Health Behavior Change SIGs were instructed to explore merging with another SIG before the 2020 Annual Meeting. Dr. Gonzalez noted that some other SIGs were considering mergers outside of the renewal process, and encouraged any council members with questions about merging to reach out to himself and SBM staff.

Dr. Stump enquired about the possibility of completing a merger before the April 2020 deadline. Ms. Bullock noted that the board will also be meeting in November, and that any merger proposals that the board received by mid-October could be discussed and potentially approved during that meeting.

Dr. Maher asked any chairs that had already completed a renewal if they could estimate how much time they spent on their applications. Several chairs responded that the full application took between 3-5 hours to complete, in part because
much of the required information was available in previous years’ annual reports.

**Annual Meeting Session Planning**

Dr. Gonzalez invited council members to share and questions or concerns their SIGs were having as they prepared their session abstracts for the 2020 Annual Meeting.

Dr. Syrjala mentioned that her SIG’s leadership had questions about speaker honoraria and travel reimbursement for SIG-sponsored sessions; Dr. Gonzalez noted that the [SIG Manual](#) features a breakdown of honoraria and reimbursement limits, and encouraged any chairs with additional questions to reach out to SBM staff.

Dr. Krukowski asked whether SIG chairs were required to lead or attend any SIG-sponsored pre-conference course; Dr. Gonzalez pointed out that chairs aren’t required to submit the abstract or serve as a presenter for any session type, including courses.

Dr. Arigo noted that she is a member of SBM’s Digital Health Council (DHC) and that the BIT SIG was working closely with them to develop a number of session proposals. Any other SIGs working on digital health-related content are encouraged to reach out to the DHC as well.

Dr. Arigo also encouraged council members to make use of the [Collaboration Hub](#) to identify other opportunities for collaboration with councils/committees or with other SIGs.

**Next meeting:** Wednesday, September 18 at 9 a.m. HT/12 p.m. PT/1 p.m. MT/2 p.m. CT/3 p.m. ET.