**BSA Board Meeting MINUTES**

**September 21, 2020**

*Called to order 12:33pm Central*

*In attendance*: Rachel Spicer, Chris Martine, Cynthia Jones, Heather Cacanindin, Linda Watson, Chelsea Specht, Melanie Link-Perez, Emily Sessa, Imeña Valdes, Jennifer Cruse-Sanders, Shelly Gaynor, Michael Donoghue, Lucinda McDade

1. Discussion about four committees that give out awards at the meeting, and whether they are truly sectional awards and are: Moseley (shared across two sections), Cheadle, Darbaker Prize, Esau Award

* Should we give the Darbaker money to the section? Recommended that we review the language associated with this money
* Moseley, Cheadle and Esau committees are all for student awards and given at the meeting. The members of the committee are in most cases the judges
* What about the Cookson Award?
* The Cheadle is a travel award; technically for the D&S section
* What is the process for determining what the paperwork is on the usage of these funds and the donors’ wishes? Depends on the age of the award origin.
* What about the awards that are truly contained within sections (e.g., the LiCor award is given out by the Physiology Section).

2. Publications Ethics Committee

* Designed to deal with fraudulent or unethical submissions
* Meets by email as needed
* Do we still need this to be a standing committee? Could the Pubs Committee have a writtem policy on how to handle these issues and create an ad hoc committee; would allow us to dissolve the Publication Ethics Committees
* Emily will bring this to the Pub Comm

3. Proposal for new method of populating existing committees

* Board meeting in June is usually when the new committees are approved
* We need an accurate master list of committees and members with when their term expires
* In most cases one member rotates off and a new one replaces them; most have three year terms
* Cindi has been communicating with the committee chairs about the descriptions of what they do, and the students also have nice drafted descriptions
* Information will be in place by November 1; Heather is working on this
* December 1 the call would go out so a web application form would need to be in place; The new awards platform has been used for 1-2 years and would work
* Suggestion that we not bother with the CV and that we have a few question prompts for concise statement of interest
* Discussion about how to facilitate creating diverse (in all senses) committees?
  + There was some opposition to collecting demographic data
  + Suggested that we have a specific prompt/question that asks about what perspective the person brings to the committee and/or how they might contribute to our goals of diversity, equity and inclusion.
  + The prompt answers might help us cross-populate committees (e.g., suggest that someone who expressed interest in one committee serve on a different one that they seem well suited to).
  + Recognition that some committees will have little-to-no applicants
  + Would the committee be allowed to override the pool of applicants?
  + How is the committee on committees populated? Suggestion that it be expanded from 6->9 members. How do we do this? Appoint or call for nominations?
    - General comfort with Board selecting additional three people, one of which will be a DEI rep
    - Noted that is says “6 appointed members”
    - We want total 9
    - President-Elect and Secretary are ex-officio (2)
    - We
  + Could people also nominate members? Generally not. They should instead encourage these members to apply to serve
* Some committees have student reps and others do not, and their terms are different. How do we handle this and make it clear?
* Discussion about whether we might hire a DEI staff position; next PLANTS grant might include partial funding for this.

**SUMMARY:**

* We are all on board with an application process
* We will not ask demographic information
* Short answer prompts and no CV upload
* Optional fill-in to include pronouns
* Comm on Comms should have DEI training
* Comm on Comms can nominate if necessary (e.g., if there are not enough applicants)
* We should think about a rubric as we develop the prompts/questions; this is a whole field so we may want to consult with professionals about how to select members to avoid bias.
* Suggestion that we flesh out the Comm on Comms membership ASAP to get them involved in this process from the outset.

*R. Spicer left meeting at 2:03 pm*