

**SOCIETY FOR INTEGRATIVE & COMPARATIVE BIOLOGY**  
**Executive Committee Meeting Minutes, First Meeting**  
**3 January 2007**  
**Hyatt Phoenix**  
**Phoenix, AZ**

Executive Committee Members Present:

President – Sally Woodin  
President-Elect – John Pearse  
Past President – not present  
Secretary – Lou Burnett  
Program Officer – Linda Walters  
Treasurer – Ron Dimock  
Member-at-Large – John Long  
Member-at-Large – Rachel Merz  
Member-at-Large – Sönke Johnsen

Divisional Chairs

DAB – Scott MacDougal-Shackleton  
DCB – Robert Full  
DCE – Robert Denver  
DCPB – Pat Walsh  
DDCB – not present  
DEDB – Billie Swalla  
DEE – George Bakken  
DIZ – Janice Voltzow  
DNB – not present  
DSEB – Don Swiderski  
DVM – Beth Brainerd  
Editor-in-Chief, ICB – Harold Heatwole  
Student Postdoctoral Affairs Committee Chair – Larry Riley  
Educational Council Chair – Robin Cooper  
Executive Director (ex officio) – Brett Burk

Others present:

Sue Burk  
Stephanie Cross  
Cathy Kennedy

**I. CALL TO ORDER; APPROVAL OF MINUTES; INTRODUCTIONS (Woodin)**

- The meeting was called to order at 14:30
- Woodin thanked everyone for coming to the meeting and giving their advice. She also individually thanked Linda Walters, Burk & Associates. Woodin introduced Cathy Kennedy of Oxford University Press.

- Brett Burk explained that the minutes will be available for approval at the second Council meeting.

## II. SECRETARY REPORT

- In the spring elections, two individuals were elected as Member-at-Large. One to fill the standard three-year slot due to the normal term rotation and one to fill a one-year vacancy created when Billie Swalla was elected chair of DEDB. The two candidates receiving the highest numbers of votes were Sönke Johnsen and Rachel Merz. To determine the candidate serving the different terms, cards were cut and it was determined that Sönke Johnsen will serve the one-year term and Rachel Merz will serve the three-year term.
- Burnett created an election schedule for SICB as well as for all of the divisions. Burnett stated that divisional Chairs need to work with their Secretaries to establish divisional nominating committees. Divisional Executive Committees should check the election schedule for accuracy.
- SICB Web Redesign. The survey on the web design has been completed. The survey was sent to all divisional secretaries, the divisional secretaries-elect, the entire SICB Executive Committee and the webmaster (37 individuals). 29 individuals or 78.4% responded. People chose their preferred design and many ranked all three. Some suggested combining parts of one with parts of another. The overwhelming favorite was layout #3 (see layout below): 62% ranked #3 as best, then #1 at 21%, and #2 at 17%. So layout #3, with some minor adjustments, will be adopted. This process was preceded by some steps in which divisional secretaries were involved. In August 2006, the divisional secretaries and the SICB Executive Committee were sent a fairly extensive survey about the SICB web page. The results of this survey informed a reorganizational effort and a new structure was sent to all parties on September 15 for comment. Changes were made to the format based on the input received and the webmaster is now busy implementing these changes. The web design survey was the last part of this process. The shortened version of the process appears below with some projections to finish the project.
  - **Steps in the process of developing a new SICB web page.** Note that Ruedi Birenheide, the SICB Webmaster, has been involved in all phases of this process.
    - A. Survey developed to elicit feedback from divisional secretaries and SICB Executive Committee (July 2006).
    - B. Survey completed by divisional secretaries and SICB Executive Committee (August - September 2006).
    - C. New web page **format** developed based on survey results and sent to divisional secretaries and SICB Executive Committee (September 2006).
    - D. Web **design** is developed with initial input from SICB primary officers and with the help of an outside web designer. Three layouts sent to divisional secretaries and SICB Executive Committee for preferences (November 2006).
    - E. Web page **format** modified based on feedback and given to Ruedi Birenheide for implementation (December 2006).
    - F. Webmaster will implement both **format** and **design**, consulting where necessary with divisional secretaries and present draft of new web pages for review (Spring 2007).
    - G. New SICB web page is projected to go on-line in the Spring of 2007.



### **III. MEMBERSHIP DEMOGRAPHICS**

- Woodin handed out a report showing SICB membership retention data.
- Woodin explained that at the Registration desk, Burk & Associates would be asking members checking in to get their registration packets for information on the year they joined the society and under what membership classification they joined.

### **IV. PROGRAM PLANNING**

- Brett Burk explained that the 2007 meeting registration number appeared to be smaller than last year, but those were pre-registration numbers.
- Woodin announced that SICB's 2009 Annual Meeting would take place in Boston as determined by a vote of the Executive Committee in December 2006.
- Woodin asked to what extent it is useful to have SICB primary officers attend divisional Business Meetings. The group agreed that this is something that should continue.
- Woodin reminded the group that the divisions are responsible for bringing symposia forward.

### **V. JOURNAL**

- Heatwole gave an overview of the Journal operations and timing for 2007 and forward. He explained that all symposia for 2007 will be published in Volume 47.

## **VI. FINANCES**

- Dimock presented a treasurer's report (Appendix 1, Treasurer's Report). He stated that the Executive Committee will need to look at the means to lower SICB's projected deficit for 2008.
- Dimock explained that SICB has shifted from the old fiscal year to a new fiscal year that starts on July 1.
- Dimock continued by explaining that income from the Journal is continuing to decline but at a slower rate.

***Motion by Walters, second by Voltzow: Accept the Treasurer's Report. Motion was approved unanimously.***

## **VII. INVESTMENTS**

- Dimock explained that the investments have done well. He added that it is being proposed that we change SICB's model to a growth model from a growth with income model.

***Motion by Heatwole, second by Brainerd: Authorize the switch from growth with income to growth. Motion was approved unanimously.***

- Brainerd commented that SICB should consider a plan for how our rainy day funds are spent; an endowment approach might be appropriate.

## **VIII. BUDGET**

- Dimock explained that SICB is currently projecting a deficit of about \$75,000 for 2008. He suggested that socials and some of SICB's other activities may be areas where some costs can be reduced.
- Dimock also pointed out a mistake in the budget, DDCB was not budgeted \$5,000 for 2006; this was an error as the division is temporarily not in operation.
- There will be more discussion of the budget at the next meeting of the Executive Committee on 7 Jan 2007.

## **IX. NAMING OF SYMPOSIUM FUND**

- This subject was deferred to Sunday's Executive meeting.

## **X. DIVISIONAL FUNDING**

- Woodin explained that SICB has traditionally said that supporting international meetings would be fiscally burdensome. DCPB has therefore added a \$5 cost to their membership to cover this.

## **XI. IUBS REQUEST**

- Woodin stated that SICB has received a request to help support the IUBS meeting in May of 2007.
- Woodin added that SICB should probably think positively about supporting this, but we are also faced with serious budgetary constraints.

## **XII. LIFE MEMBERSHIP DUES RATES**

- Dimock looked at the Life Membership options of other groups.
- Woodin proposed that SICB change its Life Membership options to \$1,500 for a 20 year membership and \$3,000 for a life membership.
- This subject will be revisited at the 7 Jan 2007 Executive Committee Meeting.

The meeting adjourned at 17:50.