

DEVELOPMENTS

Volume 27, Number 1, Issue 1, June 4, 2020

Meeting of the SQAB Executive Board and other Officers of the Society

May 24, 2019

Lunch at the hotel at approx. 12:15 p.m.

In Attendance: Lewis Bizo, Jason Bourret, Sarah Cowie, Adam Fox, Shawn Gilroy, Brian Greer, Ryan Kimball, Carla Lagorio, Gabriela Lopez-Tolsa, Todd McKerchar, Suzanne Mitchell, Chris Podlesnik, Derek Reed, Mark Reilly, Billy Retzlaff, Allyson Salzer

President Chris Podlesnik presided over the meeting.

1. Welcome and approval of minutes from SQAB 2018

The board unanimously approved minutes from SQAB 2018 detailed in SQAB Developments Volume 26. The board thanked Federico Sanabria for his service and welcomed Sarah Cowie, Derek Reed, and Shawn Gilroy.

2. Open SQAB Executive Board positions

Vacancies for Secretary, Student Representative, Membership Coordinator, and Social Media positions were announced at the business meeting and nominees were solicited. Members voted via e-mail.

3. Update on SQAB website

Webmaster Shawn Gilroy made general updates to the new website and conference submission portal. Past leadership is now listed on the website, student presenter options are displayed in poster submissions, and members will have to agree to the SQAB code of conduct (detailed below) when registering.

4. Update on SQAB code of conduct

Last year, the board introduced a SQAB Code of Conduct. Now, SQAB members will agree to this code of conduct when they register for the conference/membership. The board continued to discuss a formal process for reporting code of conduct violations and will develop ideas for this process based on what ABAI has done in the past.

5. Tony Nevin Invited Student Presentations

The board discussed ways to expand the Tony Nevin invited student presentations. Some methods were to collect data on student perceptions of the presentations and to provide a monetary award. There was a motion to add a \$100 award for student presenters. The board approved unanimously.

6. CEUs update

This year, the CEU program earned a negligible profit. The board discussed methods to advertise that SQAB offers CEUs. Cost may be a barrier to participation in the CEU program. The board discussed reducing the cost of CEUs or offering CEUs as a service. Response effort may also be a barrier to participation in the CEU program. For example, attendees had to sign in and out of meetings using a paper form. This burden can be reduced by switching to a scanning in/out process and/or by using an app. It only costs \$2 per person to scan attendees in and out of meetings.

7. SQAB budget

Treasurer Carla Lagorio updated the board on SQAB finances. The SQAB budget balance continues to grow. The 2018 year-end balance was \$41,137. The SQAB balance is growing, with net average growth at just under \$5000 per year. The board discussed revenues from SQAB registration and the need to have some data on attendance broken down by professional level moving forward. The board also discussed the possibility of an opt-out process for the printed program to save money on this significant cost.

8. SQAB registration fee changes

The board discussed instituting a flat fee for conference registration. This year, pre-registering for the conference up to one week prior to the event was incentivized with a lower registration fee than registering for the conference onsite or in the week leading up to the conference. Pre-registration versus onsite registration (pre/onsite) is currently \$20/\$60 for students, \$10/\$20 for first-author students, \$60/\$80 for postdoctoral fellows, and \$80/\$100 for full members. If we go to a flat fee for registration, there would still need to be a deadline a week before the conference to get a printed name tag. A motion was made to bring the following flat fee system to the general business meeting: \$25 for students, \$75 for postdoctoral fellows, and \$100 for full members. The motion passed unanimously.

9. SQAB Student Council update

Student member and Membership Coordinator Allyson Salzer updated the board on student council issues. There was interest in having novel merchandise available at the conference and a discussion of the feasibility of mixing up the amount and types of merchandise at each conference. The student panel at this conference was successful. In the future, the board discussed waiving registration fees for panel

members. The board discussed other ways to give back to the student community at SQAB including a catered event at the hotel or dinner offsite, but recognized the importance of surveying the student community to inform this decision.

10. Student travel and research awards

SQAB continues to pursue the possibility of Elsevier funding student research and/or travel awards. Chris Podlesnik got a response from Elsevier, but it was unclear. He followed up with the contact and has not heard back. He will follow up once more and decide whether this award is worth pursuing.

11. SQAB tutorials in *POBS* special section

We are pleased to announce that the SQAB tutorials, held in conjunction with the ABAI conference, will now have an opportunity to be published in a special section of *Perspectives on Behavior Science*. It is an option for participants, not a requirement and more details about the editorial process are to be determined.

12. ISBN for conference proceedings

Past President Lewis Bizo discussed an old item of business—the merits of obtaining ISBN for SQAB conference proceedings. Publishing conference proceedings with an ISBN could increase the visibility of conference papers and help presenters count their presentations as published units. The cost is variable and may not be worth the benefit. The board decided not to pursue ISBN at this time.

SQAB Business Meeting

May 24, 2019, approx. 4:30 pm

In Attendance: Brenna Anderson, Billy Baum, Rick Bevins, Stephanie Bonfonte, Jason Bourret, Olivia Calvin, Julio Camargo, Rebecca Caughron, Cyrus Chi, Darren Christensen, J. Mark Cleaveland, Sarah Cowie, Roger Dunn, Gisel Escobar, Chelsea Fleck, Eric French, Daniel García, Brett Gelino, Sean Gilroy, Len Green, Stephanie Gomes-Ng, Tanya Gupta, Mary Grega, Ezra Hall, Josh Harsin, Cinthia M. Hernández, Bethay Hintze, Justin Hunt, Sally Huskinson, Joshua M. Jackson, Emma Jehle, Peter Kim, Brian Klapes, Liz Kyonka, Carla Lagorio, Robert LeComte, Gabriela E. Lopez-Tolsa, Oanh Lue, Kenneth D. Matrigal, Amanda Miles, Suzanne Mitchell, Silvia Morales-Chainé, Eric Murphy, Gideon Naudé, Lauren Palmateer, Monica Patel, Tanvi Pendharkar, Cynthia Pietras, Chris Podlesnik, Alliston Reid, Vasilii Safin, Carsta Simon, Allyson Salzer, Tadd Schneider, Maggie Sweeney, Lillian Skiba-Thayer, Travis Smith, Catarina Soares, Christina Santos, Sean Smith, Shrinidhi Subramaniam, Forrest Toegel, Jacob Walter, Cory Whirtley, Thomas Woelz

President Chris Podlesnik called the Business Meeting to order.

- All in attendance were asked to sign in.
- SQAB Developments, Volume 26 containing the minutes from the last Business Meeting (2018) and the current Treasurer's report was distributed and unanimously approved.

- Treasurer Carla Lagorio updated the group on SQAB's financial standing and announced that she is accepting ideas for how to spend our increasing surplus and one member suggested a travel award. Carla was asked how long our "war chest" lasts in case there are unforeseen problems. A member suggested that two to three times the cost of the meeting is good to have as a reserve.
- A member asked about costs of CEUs. Treasurer Carla Lagorio noted that we break even with costs. Not many members take advantage of the CEU offerings. Chris Podlesnik mentioned that the board is discussing reducing the cost for participating in the CEU program.
- President Chris Podlesnik introduced the motion to move to the following flat conference registration fee structure: \$25 for students, \$75 for post-doctoral fellows, and \$100 for full members. The motion was seconded and went up for discussion. The following concerns were brought up by the membership: This system removes the reduction in registration costs for first-author students; removes the benefit for early registration; does not allow for one-day registration to the conference; appears to be an increase in fees; may lead to a decrease in early registration which might impact catering or program printing (Carla Lagorio mentioned that we do not base catering or program printing on pre-registration numbers). Members suggested to advertise SQAB membership on social media, including our Facebook page, and to encourage students to join the SQAB listserv. Members asked whether ABAI can process our registration and payments. It may be possible, but would require a fee from SQAB. The motion passed.

Progress Report since the 2019 SQAB Symposium

- Andy Craig and Shrinidhi Subramaniam were elected to the SQAB Executive Board with terms beginning at the 2020 meeting. They replace Mark Reilly and Secretary Adam Fox, respectively, whose terms ended.
- President Chris Podlesnik is seeking input to help develop a set of procedures for implementing the SQAB code of conduct.
- The board discussed updating the SQAB listserv (currently Yahoo Group) to another third-party program (e.g., e-mail marketing platform and/or discussion board). The benefits of a listserv include privacy and the ability to mass e-mail the membership. The benefits of a discussion board are privacy, communication, and the ability for members to subscribe to forums; however, they need a moderator. Discussion will continue and any changes will be announced over the current listserv.
- The SQAB 2020 conference was cancelled due to the COVID-19 pandemic. We felt this was necessary for the health and safety of our members. Refunds were issued for those members who paid SQAB registration and/or membership fees.

SQAB: Financial Report January 1, 2019 to December 31, 2019

INCOME

Balance 1/1/2019	Bank of America Total	\$ 41,136.98
	Preregistrations	\$ 6,371.92
	Onsite registrations	\$ 6,286.61
	CEUs	\$ 245.00
	Merchandise	\$ 137.00
	Taylor & Francis Royalty	\$ 0.00
	2019 Income	\$13,040.53

Total	\$54,177.51
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EXPENSES

Symposium		
Symposium expenses - catering, A/V	\$ 6,033.32	
Poster Board	\$ 2,131.80	
Misc symposium expenses-signage, lunch, tape	\$ 851.54	
Program booklets/Registration Materials	\$ 486.87	
Merchandise	\$ 255.00	
BACB CE Fee	\$ 100.00	
Annual tax report fee	\$ 35.00	
	2019 Expenses	\$ 9,893.53

NET Bank Balance 12/31/2019	Bank of America	\$44,283.98
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Portion of Above Balance Dedicated to Student Council Funds

Student Council Balance 12/31/2018 (minus 2018 mug expenses)	\$224.53
Student Council Income	\$137.00
Expenses	\$0.00
NET Student Council Balance 12/31/2019	\$361.53

2014 Year-End Balance	\$21,535
2015 Year-End Balance	\$26,671
2016 Year-End Balance	\$30,906
2017 Year-End Balance	\$34,924
2018 Year-End Balance	\$41,137
2019 Year-End Balance	\$44,284
