

***Council Quarterly Call
Tuesday, April 28, 2020
2:00 p.m. – 3:00 p.m. Eastern***

Participants:

***Maria Oquendo
Linda Brady
Carlos Zarate
Marina Wolf
Steven Hyman
Joseph Coyle
David Kupfer***

***Judith Ford
Helen Mayberg
Trevor Robbins
Mary Phillips
Diego Pizzagalli
Ellen Leibenluft (elect)
David Rubinow (elect)***

***Rita Valentino (elect)
Susanne Ahmari,
Program Committee chair
Sarah Timm, staff
Erin Shaw, staff***

Minutes:

- 1. ACNP Summer Meeting and Annual Meeting*** – S. Ahmari, Program Committee chair, joined the call to discuss the contingency plan for a virtual summer and annual meeting. S. Timm updated Council that the developers will have the new virtual voting system for the Program Committee available soon for testing. S. Timm reminded Council that the original plan was to have this system ready for the July meeting so the Program Committee could test and provide their feedback before the 2021 virtual summer Program Committee meeting. However, should Council decide to cancel the in-person Program and Council meetings due to COVID-19, the virtual voting system will be ready to use. S. Timm stated the summer meeting hotel is not allowing for a force majeure at this time; however, the Executive Office will continue to push for this. It was stated that it is not uncommon to wait to offer a force majeure cancellation until the city knows if restrictions will be lifted. If the Executive Office were to cancel the summer meeting at this time, the College would need to pay between \$11K and \$16K in cancellation fees. Council voted to move forward with the summer Program and Council meeting to be virtual and inform all parties to not book their flights. The Executive Office will continue to work with the hotel until closer to the date to try and get the force majeure from the hotel.

Council agreed that it is too soon to cancel the December Annual Meeting and would like to discuss this again during the summer Council meeting. S. Timm stated that PMG was one of the first association management companies to turn a meeting to a virtual meeting within three weeks. The virtual meeting went incredibly well, and PMG has heard positive feedback from attendees and presenters. This meeting had ten concurrent sessions, plenaries and poster sessions during the evening. S. Timm explained that the poster presenters uploaded their e-poster into the abstract management system and could record a voice synopsis for attendees to hear. There were around 300 posters during each poster session. Poster presenters could upload their own Zoom or Webex link for attendees to join to discuss the poster with the presenter in a chat room setting. PMG is still brainstorming ways for attendees to experience the informal networking that happens at live meetings such as creating virtual chat rooms with topics, chat rooms with plenary speakers, etc. Council discussed the concern that even if the annual meeting is a face to

face meeting in December, some of our members and attendees might still be reluctant to travel due to COVID-19. Council agreed a mixed meeting of virtual/live would be a challenge and not every attendee would have the same experience. S. Timm also stated audio visual would be a higher expense as there would be an AV team managing the in-person meeting and an AV team managing the virtual meeting. S. Timm stated there are several options the College could consider, and these will be further discussed during the summer Council meeting.

S. Ahmari stated her concerns that members might be waiting to submit their proposals for panels, mini-panels and study groups to see if the annual meeting will be canceled or not. The Executive Office will include a statement on the next call for submissions reminder email that will state that the annual meeting will not be canceled and to encourage members to submit their science.

2. **ACNP FY21 Budget** – D. Kupfer discussed the proposed FY21 budget with Council. D. Kupfer stated the assumption when creating the budget was that the College would have a face to face meeting in December; however, taking into consideration a lower attendance number by reducing the registration income, corporate supporting income and food and beverage expenses by 15%. D. Kupfer advised that he does not see any changes going forward with our current investment portfolios and that this is not the first time the College has seen a dip throughout the year on investments. He also does not see a concern with our current use of funds projects; however, Council may need to rethink special projects in the future for 2021 and 2022. It was questioned how PMG's revenues could be impacted due to COVID-19. S. Timm stated to date, PMG has been able to shift all meetings to virtual meetings and have not lost any management fees. S. Timm also stated that PMG has picked up a new client that wants to move to a virtual meeting format. S. Timm advised Council that PMG's numbers should remain positive through the end of December; however, PMG could be impacted if face-to-face meetings do not come back until 2021 spring and summer. S. Timm stated that PMG is working with the developers of Joyn (abstract, registration and member management system) to potentially develop a virtual meeting experience that we could market and sell to our societies and associations. The hope is that this will provide associations the opportunity to use this virtual platform to host fall or spring meetings and still hold their face to face annual meeting. S. Timm also advised Council that PMG is doing a presentation to the Associate Management Institute via a webinar explaining how PMG has transitioned to virtual meetings and what we are doing to manage this. S. Timm stated this is a chance for PMG to step forward as a leader in our field. Council unanimously approved the FY21 budget.

**Prior to the COMPASS Pathways participating corporation application discussion, D. Pizzagalli was excused from the call due to conflict of interest.*

3. **COMPASS Pathways Participating Corporation Application** – Council reviewed and approved COMPASS Pathways as a participating corporation.

4. ***Clinilabs Drug Development Corporation Participating Corporation Application*** – Council will review and vote on the Clinilabs Drug Development Corporation participating corporation application by email as this was a late addition to the agenda.
5. ***Idorsia Pharmaceuticals Ltd Participating Corporation Application*** – Council will review and vote on the Idorsia Pharmaceuticals participating corporation application by email as this was a late addition to the agenda.
6. ***Carbon Off-setting for ACNP Annual Meeting*** – S Timm stated that based on feedback from attendees, the office has investigated carbon off-setting options. For a donation of \$9 and \$10 per registration, the College would have a 100% carbon neutral meeting. This could be absorbed into the registration fees for attendees or the College could make a donation. The Executive Office is working with South Pole. Council requested to table this discussion to the summer meeting.
7. ***Membership Advisory Task Force Survey to Membership*** – The Membership Advisory Task Force has requested to survey membership about COVID-19's impact. This would be an optional survey and the results would be compiled and placed in the May Bulletin. Council members requested to see the draft survey before approving it to be sent to members. Some concerns were raised, and many agreed that in our current climate things are changing so quickly that a member's answers today might look different in a week or month. Council questioned how the survey would be used and requested to better understand the goal of the piece for the Bulletin from the task force chairs. S. Timm volunteered to address the concerns raised by Council with the task force chairs and ask if the task force is considering a longitudinal look at the COVID impact in future publications.
8. ***Travel Award Reviews*** – Council reviewed the email from Tracy Bale, ACNP Member, and addressed her concerns regarding reviews for travel awards. Council discussed her concerns raised that the Education and Training Committee is too large and there is not enough accountability in the review process. T. Bale also raised concerns that individuals from underrepresented minorities and women were not being reviewed as fairly as other candidates. Council questioned if T. Bale had seen the past few year's acceptance rates for minorities as the number of accepted URM was a higher percentage than the pool of candidates in general. It was also stated that the number of women who apply and are accepted have trended higher than men the past few years. S. Timm reminded Council that over the past three years the College has taken additional steps to ensure we are offering additional consideration to URM applicants. Every applicant is reviewed by three committee members. In addition, all URM applications that are not accepted by initial scoring from the committee are provided a second review from the chairs of the Diversity and Inclusion Task Force. The chairs of the Diversity and Inclusion Task Force works closely with the chairs of the Education and Training Committee to award additional URM applicants who the chairs believe deserve a travel award. Lastly, a committee volunteer from the Education and Training Committee is in the process of drafting a guideline for scoring when reviewing applications which the committee hopes will help with the variability of scoring across the committee. In the past, each Education and Training

Committee member reviews between 18-20 applications. T. Bale also raised a concern in her email that women tend to underplay their merit/awards more so than men. It was suggested to request the committee vet the grants and awards to set a standard such as is a local university grant the same thing as receiving a K award, etc. Council first questioned if the College has a problem with how the reviews are currently structured. It was stated the committee chairs need to be sterner and hold committee members more accountable for their reviews. Council did agree with the suggestion of a smaller committee in the future. Council agreed it would be appropriate to have a workgroup review this to see what the fairest process on how the committee should function, the size of the committee, making sure the criteria is clear, etc. in a thoughtful way. It was suggested the workgroup could consist of past Education and Training Committee chairs. S. Timm stated the current chair of the Education and Training Committee is Robert Swift. Council requested for the Executive Office to forward the feedback from T. Bale to the Education and Training Committee chairs, have them review how this year's process unfolds and make a recommendation to Council for next steps. Council suggested also to add an attestation to the review form where committee members would have to attest they reviewed the criteria and confirmed the data in the application.

- a. In 2019, the College received 314 travel award applications. There were 52 applications from underrepresented minorities and 13 accepted (22.41%) of the 58 selected travel awardees.
 - b. In 2018, the College received 356 travel award applications. There were 52 applications from underrepresented minorities and 10 accepted (16.12%) of the 62 selected travel awardees.
 - c. In 2017, the College received 400 travel award applications. There were 65 applications from underrepresented minorities and 12 accepted (20%) of the 60 selected travel awardees.
 - d. 2019: 171 Female travel award applicants (54.46%) and 143 Male travel award applicants (45.54%).
 - e. 2018: 188 Female (53.25%) and 165 Male (46.74%)
 - f. 2017: 221 Female (55.25%) and 179 Male (44.75%)
9. ***Meet the Expert*** – Council agreed to discuss a 2020 Meet the Expert session on the next Executive Committee teleconference. It was stated there was positive feedback and good suggestions for future Meet the Expert sessions.
10. ***Teaching Day*** – Council agreed to discuss a 2020 Teaching Day session on the next Executive Committee teleconference. It was stated there was positive feedback and good suggestions for future Teaching Day sessions.

Information Items:

11. ***April Committee Updates*** – Council was encouraged to review the committee and task force updates if they have not already.

12. Annual Meeting Report – Council was encouraged to review the annual meeting report if they have not already.

13. Biomedical Research Awareness Day (BRAD) Session During Annual Meeting Update – On the last EC call, the BRAD proposal for a meeting during the 2020 ACNP Annual Meeting to inform attendees about BRAD and how to communicate with the media about animal research was approved. BRAD has decided to host this session on Tuesday, December 8th at 1:30pm-2:30pm. This will overlap with the Career Development session.

14. Plan S Update – Council was provided the letter to the Executive Order from the College and the Plan S update from Elizabeth Yepez, Springer Nature.

15. 2021 ACNP Officer and Council Election – Our newly elected Officers and Council Members:

- a.** President-elect:
 - i. Carlos A. Zarate, Jr., M.D.
- b.** Secretary:
 - i. Rita J. Valentino, Ph.D.
- c.** Treasurer:
 - i. David R. Rubinow, M.D.
- d.** Council (replacing Dr. Zarate)
 - i. Diego A. Pizzagalli, Ph.D.
- e.** Council (three-year term):
 - i. Carrie E. Bearden, Ph.D.
 - ii. Ellen Leibenluft, M.D.