

***Council Quarterly Call
Tuesday, April 27, 2021
2:00 p.m. – 3:00 p.m. Eastern***

Participants:

***Linda Brady
Carlos Zarate
Rita Valentino
David Rubinow
Kerry Ressler
Maria Oquendo
Marina Wolf
Helen Mayberg
Trevor Robbins***

***Mary Phillips
Diego Pizzagalli
Carrie Bearden
David Kupfer (ad hoc)
William Carlezon (elect)
Marina Picciotto (elect)
Sarah Timm, staff
Erin Shaw, staff***

Minutes:

1. ***Code of Conduct*** – Council reviewed the updated Code of Conduct by the Ethics Committee to include gender identity in the wording and approved the language inclusion. There was a motion and a second to approve the edits by the Ethics Committee and all were in agreeance.
2. ***New ACNP Policy*** – L. Brady advised Council that the journal was recently asked to provide a testimonial letter or document confirming a person's contribution to reviewing a manuscript to assist with green card petitioning under the classification of EB1A, Alien of Extraordinary Ability. S. Timm advised that this has come up a few times in the past, but Council has agreed it is not the role of the College to get involved. It was stated that there is a difference in writing a letter of support or simply writing a letter that a person has reviewed for NPP as other societies have done in the past. B. Carlezon provided background that the journal was recently asked to write a letter of support for an assistant reviewer from two years ago and that the journal was unaware of the benefit of their review as the person was not the primary reviewer. It was suggested that the College should not write a letter for a primary reviewer, and that an email should be sufficient indicating if the person was a primary reviewer for NPP in the past. S. Timm advised that in the past the College has only received requests once a year or every other year. Council approved the below updated policy statement:

The ACNP and journal, NPP, are occasionally asked to write verification letters for immigration purposes. ACNP and the journal will not offer verification letters for immigration status but will provide verification via email for individuals who have been a primary reviewer for the journal.

3. ***Education and Training Committee Policy*** – Council discussed if a policy should be made so that the Education and Training Committee chairs are not allowed to write supporting letters on behalf of Travel Award applicants due to the potential conflict of interest. Council agreed this was reasonable as other committees (Awards and Membership) cannot

nominate people for honorific awards or nominate people for membership. It was questioned if the entire Education and Training Committee should not be allowed to write supporting letters. The Executive Office advised that only the chairs of the committee have access to all travel award reviews and make the final decision on the accepted travel awardees. Council agreed that committee members can still write supporting letters as they would be recused from reviewing the travel award applicant they supported. This will be clarified in the policy manual.

4. ***Participating Corporation Packet*** – L. Brady reminded Council that during the December Council meeting, it was agreed to add language in the Participating Corporation packet guidelines that members writing letters in support of participating corporation applications must disclose any relationship with the applicant company and clearly state the intellectual contribution from the applicant. The Executive Office added the following sentences to the application requirement guidelines in the packet.

- Members writing letters of support must disclose any relationship with the applicant company.
- Members writing letters must clearly state the intellectual contribution from the applicant company.

Council agreed those two additional statements address the issues raised by Council in December. There was a motion and a second and all approved the addition.

5. ***PMG Board Appointments*** – L. Brady advised that the Parthenon Management Group Board is recommending adding Neil Epperson and Guy Goodwin to the PMG Board. This will add an additional woman and international member to the board and replace Wolfgang Fleischhacker who has rotated off. Additionally, D. Kupfer has moved into the chair role. Past chair, Carol Tamminga, will remain on the board for another term as a member. There was a motion and a second and all were in favor to approve the PMG board appointments.

Linda Brady was recused from the FY22 Budget discussion.

6. ***ACNP FY22 Budget*** – D. Rubinow presented the FY 2022 budget to Council. He advised that the main challenge was how to project the income and expenses associated with this year's meeting as it is unsure how many attendees will attend in person vs. virtual if the meeting is hybrid. He advised that the Executive Office provided their best guess based on 50% attendance in person and 50% virtual. He informed Council on the proposed budget that the net income from operations is in the negative except for publications and the G&A/office net income. He stated that the budget shows a net operating gain of \$114,000 and is closer to \$1M when you add in the gain of \$800K (pre-tax and profit sharing) from PMG. D. Rubinow noted on the comparison worksheet of fiscal years 2013 to 2022 that the meeting expenses in FY21 was decreased due to the 2020 virtual meeting. He advised that the FY21 projected numbers show a net gain of \$1.8M before investment gains/losses. He commended D. Kupfer and the Executive Office on the remarkable job of creating a portfolio in the rise of the stock market in 2020. He advised that the College is in terrific shape financially and that a fair amount has been invested very conservatively in the stock

market. D. Kupfer reminded Council that the College's fiscal year runs April 1st through March 31st. L. Brady advised Council that they will review a proposal for a near-peer mentorship program in the future which could be one of the ways Council can consider using surplus funds. There was a motion and a second and all were in favor of approving the FY22 budget.

7. ***Follow-up Discussion from Diversity and Inclusion Task Force Call*** – M. Wolf updated Council on the recent discussion with members of the Diversity and Inclusion Task Force on the process of selecting the Nominating Committee and members to be placed on the ballot for Officer and Council positions. M. Wolf advised the issue was discussed after the task force call and was not an agenda item on how to get better URM representation in leadership positions on Council. After M. Wolf explained the process of selecting the Nominating Committee and ballot for the election to the members of the task force, she advised that the expressions on their faces suggested that they viewed this process as insular. M. Wolf reviewed the current process and agreed that it did not sound forward thinking. M. Wolf wanted to bring this up for discussion with Council on how we might modify this process to allow for new ideas and new people to have an opportunity to participate in Council. It was acknowledged that the College needs to be aware of and remove barriers contributing to structural racism. It was also stated that if a person has had little involvement in the College prior to being involved on Council that it would be hard to participate as historical perspective is important in the Council discussions. M. Wolf reviewed the Nominating Committee process from the bylaws with Council members. It was suggested that we could add one or two members from the Diversity and Inclusion Task Force on the Nominating Committee as currently only Fellows are allowed to be members of the Nominating Committee and that it could take years to diversify the pipeline. L. Brady suggested discussing this during the URM mini retreat. It was also suggested to consider URM members as leaders of committees and task forces that do not have the requirement of Fellow. This could provide a pathway for more URM members to be placed on the ballot for Council as a Fellow. It was also suggested to refer this matter to the Constitution and Rules Committee as some of the suggestions would require a bylaw change to update the Nominating Committee process. As the Constitution and Rules Committee would not have the background, Council could propose a list of possible suggestions for discussion and guidance such as allowing members to nominate people for the Nominating Committee and considering their contributions towards enhancing diversity. It was also suggested that the Executive Office provide the Constitution and Rules Committee background of efforts the College is working towards to enhance diversity such as the URM mini retreat and near-peer mentorship program. L. Brady informed Council that when she was on Council in the past, they discussed inviting two Associate Members to join Council as non-voting ad hoc members to learn the process. Council discussed considering this idea again and inviting a URM Member or Associate Member to participate as a non-voting ad hoc member of Council. S. Timm stated that she will review the Council minutes in the past of the pros and cons discussed then on allowing an Associate Member to join Council and why the Council at that time decided against it. She also advised this would also require a bylaw change that the Constitution and Rules Committee could discuss. It was stated that experience is valued and that members become educated over time through

participation in the College. The issue needs continued discussion in Council. L. Brady encouraged all Council members to attend the June 8th Executive Committee call where Council will also decide on the 2021 Annual Meeting proposal of hybrid vs. virtual by the Virtual Meeting Task Force.

Information Items:

8. ***Annual Meeting Report*** – Council reviewed the 2020 Annual Meeting Report.
9. ***2021 Annual Meeting Survey Results*** – L. Brady requested Council to review the results from the 2021 annual meeting survey. These results will be presented to the Virtual Meeting Task Force call that will be scheduled after the staff's site visit to San Juan in mid-May. The Virtual Meeting Task Force will present a proposal to Council for the 2021 meeting to host either hybrid or virtual.
10. ***Save the Dates*** –
 - ***URM Mini-Retreat*** – The first URM Mini Retreat is scheduled for Monday, May 24th at 10:00am – 2:00pm Eastern. The URM scientists will be invited this week.
 - ***2021 Annual Meeting Discussion*** – During the June 8th Executive Committee call, Council will discuss the proposal from the Virtual Meeting Task Force regarding the 2021 Annual Meeting. Council members are encouraged to attend.
 - ***Summer Council Meeting*** – The summer Council meeting is scheduled for Saturday, July 17th.
11. ***Early Access Publication Changes*** – Council reviewed the description of how the early access publication changes will affect each of the upcoming impact factors, by denominator and years, and the additional explanation by Elizabeth Yopez, Springer Nature.
12. ***ABC Update on Neuroscience Center of Excellence Advocacy Campaign*** – Council reviewed the ABC update on Neuroscience Center of Excellence Advocacy Campaign.
13. ***2022 ACNP Officer and Council Election*** – Our newly elected Officers and Council Members:
 - a. President-elect:
 - i. Kerry J. Ressler, M.D., Ph.D.
 - b. Council (three-year term):
 - i. William A. Carlezon, Jr., Ph.D.
 - ii. Marina R. Picciotto, Ph.D.

The meeting concluded at 3:00pm Eastern.