

**Minutes: Executive Committee Meeting, Faculty for Undergraduate Neuroscience (FUN)
Nov 9, 2013, San Diego**

Submitted by FUN secretary Jan Thornton, Oberlin College.

Present: Bob Calin-Jageman, Amanda Clinton, Shelly Dickinson, Lisa Gabel, Kurt Illig, David Jewett, Dorothy Kozlowski, Monica Linden, Beth Meyer-Bernstein, Katherine Mickley-Steinmetz, Tracie Paine, Julio Ramirez, Elaine Reynolds, Bob Rosenberg, Noah Sandstrom, Jeff Smith, Amy Jo Stavnezer, Jan Thornton, Charles Weaver, Eric Wiertelak.

Open Session (See agenda)

Officer/Committee Reports (Note that the order on the agenda was not followed precisely).

Public Policy and Government Affairs (Ramirez). See related report. The funding news is dismal but the committee is continuing outreach to make sure the government is aware of the importance of neuroscience and scientific research. Next year at SfN in DC, members will be encouraged to visit government offices with students to network with government representatives.

Education Committee (Wiertelak). See related report.

A. FUN workshop. Planning for the 2014 workshop in Ithaca NY Aug 1-3 is well under way, with an initial call for registration. Presenters have been lined up. Cost will be \$495, including lodging and all meals for Fri-Sun (130 would be full attendance). The satellite laboratory seminar will be available for 40 people for additional cost.

They received \$2500 from SfN to sponsor a workshop session, to showcase the NSCI program of the year winners.

B. Study Abroad. A visit with the Federation of European Neuroscience Societies was organized to help develop study abroad programs. They talked about the possibility of having a FUN faculty member teach. The Danish Institute for Study Abroad (DIS) hopes to launch a program in Copenhagen. More information will be available at the FUN summer workshop.

Journal of Undergraduate Neuroscience Education, JUNE (Wiertelak). JUNE is now listed in PubMed. There has been an increase in the number of submitted manuscripts. A page charge has been instituted and \$550 has been raised to help defray costs. It was requested that FUN discuss the notion of changing the name to Journal of Neuroscience Education (JONE). JUNE may put out a special issue or insert a special subsection to gauge the interest for K-12 and graduate/post-graduate articles.

cNDP (Wiertelak). Wiertelak is the FUN representative to cNDP. cNDP is planning to re-vamp its online resources and its Best Practices in neuroscience education. Will have webinars as meetings in the near future.

Welcome and Introductions. Noah Sandstrom welcomed Jeff Smith as the incoming FUN president.

Election Results. (Smith reported) See FUN election, 2013 report. Smith thanked the outgoing officers and recognized the incoming officers.

Incoming officers include Lisa Gabel, President-Elect; Secretary Amy Jo Stavnezer; incoming Councilors (for 2 year terms) Katherine Mickley-Steinmetz, Dorothy Kozlowski, Charles Weaver and (for 1 year term) Tracie Paine.

Travel Awards. (see report) Smith gave information on the Travel Awards. There were 21 awards this year. Each application was reviewed by four reviewers. Sandstrom was praised for his success in raising funds and Sandstrom urged executive committee members to thank vendors who provided awards.

Brain Awareness Week (BAW) awards were presented earlier today. There were 4 applicants. It was suggested that they could be advertised through the Dana Alliance to get more applications. There was a discussion about SfN sponsoring undergraduate travel awards. Sandstrom will try to find out more about this. He will also get photos of each student awardee and send them to the sponsoring company.

BIOLOGY 101 Vision and Change. Reynolds participated in a panel discussion on how to implement the Vision and Change suggestions. She asked whether FUN wants to be part of this effort to endorse Vision and Change. This was explored farther in the closed session (see below). It was suggested that a JUNE article about this initiative would be a good idea.

Website update (Calin-Jageman). See related report.

A. Will try to update this summer. FUN needs to think about how to organize the website, for example, what the face of the website should look like, how it should be organized, and how to put items onto the website. It was suggested that the website committee brainstorm and make some suggestions.

B. Sponsors. What do we want to do for sponsors? It was suggested that a Counselor could help with sponsor outreach, e.g. contact a sponsor when their membership expires and encourage them to renew.

C. Missing Members. FUN is down 10-15% from last year. 466 total on 10/31/13. A Counselor, Amy Jo Stavnezer has been doing membership outreach: contacting members whose membership has lapsed. Results are very promising.

Hubel Fund (Calin-Jageman). Donations are being collected on the website in honor of David Hubel to sponsor an undergraduate travel award to SfN. Currently have \$1700. It would be nice

to have an endowed fund so it can be offered each year. \$15-20,000 is needed. The Hubel family may help.

Newsletter (Clinton) Have now published two editions. Submissions have fallen off. Suggestions to encourage submissions: use JUNE articles that are rejected and/or write synopses of JUNE articles, require a written essay from Travel Awardees or Equipment Loan Awardees.

FUN equipment loan program (Smith). The number of applicants is down. The committee is currently in the process of reviewing applications. There are mainly 5 vendors who supply equipment. Smith urged the executive committee members to talk to vendors with whom they have a relationship.

FUN social/posters (Reynolds). The program is up on the FUN website. There will be 164 posters on 120 boards. Had to turn some people away this year. As usual, will be giving travel and other awards at the Social.

FUN-SfN Booth (Jewett). There is a new t shirt design this year. New banners also. Booth is fully staffed with 2-3 faculty members as well as students at each time point.

Treasurer (Jewett). See FUN treasurer's report.

Assets are growing. There is \$48k in the bank account and total assets are over \$144K. The Grass Foundation added another \$10k for a travel award. FUN is sharing the third table this year with Nu Rho Psi on a trial basis. There were miscellaneous expenses for web domain names.

Closed Session

I. Budget (see related report).

There has been a problem with getting access to the FUN accounts by the Treasurer. They are working on making the process smoother. Illig will check into the cost of hiring an accountant to help out, and so the organization has an 'address' for official purposes.

FUN would like an itemized budget from JUNE. The committee voted on and approved the proposed budget, including the amount requested by JUNE, pending a more detailed budget from JUNE.

II. JUNE

The Executive Committee supports the efforts to add a special section of JUNE on education in K-12 or at the graduate level. We look forward to a report on that next year.

III. BIO 101

The Education Committee and Elaine Reynolds will be asked to explore the possibility of FUN's involvement in this initiative and to report back.

IV. Procedure for approval of the Minutes. It was agreed that the secretary should circulate the Executive Committee minutes to the Executive Committee for approval.