

Minutes -Abridged from the April 8–10, 2020 Virtual APS Council Meetings

April 8, 2020

A. Call to Order (du Toit)

The meeting was called to order at 1:00 p.m. CDT on April 8, 2020. Lindsey welcomed everyone and reviewed Zoom etiquette. Jim Bradeen was appointed the parliamentarian/facilitator for the meetings.

Council members present: Lindsey du Toit, Mark Gleason, Kira Bowen, Amy Charkowski, Jim Bradeen, Lawrence Datnoff, Peter Ojiambo, Katy Stevenson, David Gent, Ashok Chanda, Krishna Subbarao

Staff: Amy Hope, Carol Ericson, Kim Davis, Linda Schmitt, Greg Grahek, Erik Uner

Invited Guests: Brett Tyler, Rick Bennett, Monica Lewandowski, Lydia Tymon

B. Approval of Minutes (All)

MOTION: to approve the March 19, 2020, minutes as submitted. *Seconded; motion passed.*

C. Publications Update (Subbarao/Grahek)

1. *PhytoFrontiers* Journal Progress Report

SHARED Journal cover image.

- Editorial Board structure will be 2-tier, which is different from other editorial boards. Board of Editors invitations have been sent. Senior Editors of other APS journals will be given the voluntary option of serving on the Phytobiomes Editorial Board as well to continue handling manuscripts that are transferred laterally.
- Section in Manual of Operations has been drafted and will be circulated to Council for comment.

ACTION: Subbarao to circulate draft MoO of *PhytoFrontiers* Editorial Board to Council for comments.

- Noted that the first announcement of the journal was posted to APSnet and included in *PhytoNews* this month.
- Manuscript Central test site is projected for May and the Atypon test site for May/June with an expected launch date of July/August 2020 for the journal.
- Will begin working with editors of other APS journals to facilitate relevant lateral transfers from our established journals to ensure we have content for launch.
- First call for manuscripts will be done once Manuscript Central site is ready.

2. *MPMI* Transition to Gold Open Access

- Proposed *MPMI* goes to Gold Open Access in January 2021.
 - Will require change in fee structure beginning in July/August 2020, as manuscripts submitted then will be published in 2021, and corresponding changes to Manuscript Central.
 - 2021 Library subscription renewal billings will be stopped in August 2020.

- Recommend we renew Jeanne Harris for one more year as EIC (January 2021-August 2021). Noted she has agreed only if Council approves Gold OA for 2021 (December 2021 is her current 3-year term end date).
- Outsource editing will be implemented in November 2020 to reduce amount of APS staff time.

RECOMMEND we make transition of first open access to be January 2021.

3. Language assistance for authors

- Since February 2020, language assistance for authors has been coordinated by an external service, Charlesworth Author Services.
- APS receives a 10% commission for manuscripts published in APS journals. The total commission Charlesworth offers is 20% and is split between the author and APS equally. Charlesworth will manage this on their end. This is a new revenue stream for APS.

4. APS PRESS Update (Greg)

- **Production:**
 - 70 titles online; chapter purchases available
 - Selling online digital packages directly to libraries
 - Marketing to leverage distance learning opportunity
 - Available across devices and offline reading
 - 8 books are scheduled to be released over the next 15 months
 - Moving forward, all APS books will be available electronically and will be mobile friendly. Have capacity to download and use offline.
- **Financial Snapshot: (February statement)**
 - \$152K Operating surplus
 - \$45K Net surplus after overhead
 - 13% ROI after overhead

Inventory write-off in 4th Quarter FY20 5. Phytopathology Trademark

- As of March 2020, “Phytopathology” is a registered trademark in the U.S.
- Still no decision yet with China. Received more requests from lawyer as the Chinese society has also applied to trademark “Phytopathology”.
- Europe’s Journal of Phytopathology is well established, and we dropped this trademark pursuit as it looked less successful and less impactful, and expensive.
- Discussion followed about options, strategies, risks, and the potential benefit in pursuing this trademark. Concern was expressed by council members about the cost of this, but staff explained the minimal cost remaining to complete this relative to what has been spent to date.

D. Public Policy Board (All/Rick Bennett)

- Gwyn Beattie’s term as PPB chair is ending at the end of the annual meeting in August 2020, and Rick Bennett will become chair of PPB.
- PPB is a very active group in our society, they hold monthly calls, are engaged with EPA, NSF and other federal agencies. They do a yearly trip to Washington D.C. for 3 ½ days where they visit

Congress and federal agencies. PPB works with Eversole Associates our public policy consultant that APS has used for numerous years.

- APS has a lot of financial constraints at the moment with the journal changes to open access and the current COVID-19 shutdown. The Financial Advisory Committee is recommending most APS office and board budgets be reduced or zeroed out for FY21 to minimize APS financial losses over the next year. Council will vote on these financial motions this Friday.
- Vision going forward:

PPB can continue to be advocates for the Society but do things in a different way over the next year under this time of financial constraint. We have the opportunity now to step back and reassess how we want to do public policy. **ACTION:** Form a task force to look at the vision and strategy for PPB going forward with the goal to come up with a new vision and tap into the expertise of APS members. Noted that Rick will lead the task force. Staff recommended keeping the task force small, about 5 people, and using other current and former PPB members for a focus group/sounding board.

F. Office of Education (OE) Monica Lewandowski

- Noted that Lisa Vaillancourt took over as the APS Webinar Coordinator from Doug Jardine.
- Professional Development Center (PDC) is being led by Kim Gwinn. Lots of ideas, but sidelined due to pandemic. Been working with Office of Public Relations and Outreach (OPRO) and shared their survey with OE members. Started to engage with them more. Spoke with Nicole Donofrio yesterday and came up with some ideas for APS members for distance learning.
- Been receiving requests for online resources and ideas for teaching online (especially labs). Group is brainstorming and promoting existing case studies in the online APS Education Center.
- Tapping into Extension to figure out what is going on locally and structuring student activities around that.

ACTION: Staff to highlight in the next member newsletter the existing resources, case studies, etc. that are in the APS Education Center.

NOTED that items are peer-reviewed in the Education Center, so we'd need to address disclaimers for resources that are not peer-reviewed and/or how to get materials reviewed.

ACTION: Staff will run a report to see if there are broken links in the Education Center following implementation of the new APS website.

G. Undergraduate Engagement Task Force (Lydia Tymon)

- Currently have 5 members (down from 8 due to turnover and graduations). Have one undergraduate that has been participating and they've provided good input to the task force.
- For this year's meeting, going to follow same format as the Cleveland meeting, with an undergraduate orientation after the first timer's orientation. Will invite committee chairs to make an appearance to interact with the undergraduate students.
- Talking about how to develop programs for students who are not going onto academic positions, having more interaction and exposure to members from industry. Last year's meeting had a good roundtable discussion about meeting mentors and going on to graduate school. This year the group is focusing on industry participation and making it broader for undergraduates.
- Increasing networking opportunities.

- 3-minute thesis event – waiting to implement this as need more undergraduates to attend the meeting. May open to non-abstract meeting attendees.
- Marketing to Denver area – undergraduate institutions. Amy C. may have some affiliates there to help promote the meeting to undergraduates.

ACTION: Lydia connect with Amy C. to get some names from the Denver area for engaging with undergraduate students in that region at Plant Health 2020.

ACTION: Council, Monica, to collate info on online teaching resources being shared on Social Media platforms and then re-Tweet. Work with Dan Tiernan from staff about this and post to the APS website.

ACTION: Staff to create a new hashtag to help collate online teaching resources for members - #APSteaches

- How can we build off this Undergraduate Task Force and move forward? Can dismantle this task force (task forces are not meant to be permanent) but need to have someone manage these activities for the annual meetings. Task Force members have worked with Office of Education a lot but have not worked closely with other committees. More interaction with broader APS members could be developed with OPRO or Professional Development Forum too? Have an online presence for undergraduates on the APS website.

ACTION: Monica to look at the structure of the OE, and create a position focused on undergraduate students and include in the Manual of Operations (MoO). Look at the overall mission of the OE too, which should stay broad but add some specific goals to focus on each year (e.g., distance learning concept, etc.) to ensure there are the right people/expertise on OE for those goals. OE should be more needs driven and flexible.

Day 1 Wrap Up

NOTED will add some time at the end of the day on Thursday for Q&A and will add Councilors' Challenge discussion to Friday's agenda before FAC recommendations.

Call adjourned at 4:05 p.m. CDT.

April 9, 2020

A. Call to Order (du Toit)

The meeting resumed at 10:03 a.m. CDT on April 9, 2020.

Council members present: Lindsey du Toit, Mark Gleason, Kira Bowen, Amy Charkowski, Jim Bradeen, Lawrence Datnoff, Peter Ojiambo, Katy Stevenson, David Gent, Ashok Chanda, Krishna Subbarao

Staff: Amy Hope, Carol Ericson, Kim Davis, Linda Schmitt, Greg Grahek, Erik Uner

Invited Guests: Nicole Gauthier, Elisha Allen-Perkins, Nicole Donofrio

B. Leadership Institute (du Toit)

- Lindsey provided overview of the Leadership Institute (LI). Has been sponsored by Bayer (formerly Monsanto) to sponsor a moderator/speaker at the LI workshop at the annual meeting each year.

- How do we measure success of the workshops and impact on those attending the workshop? This request came from Bayer employees who have been involved with the LI and sponsorship of the workshops.
- Have had multiple meetings with the LI chair, Staci Rosenberger. LI board will look at implementing some changes to how it functions. LI is holding a 3-hour strategy session in Denver that Saturday of the annual meeting to brainstorm. Particular points of discussion will include APS committee/office leadership transition and how the LI can assist in mentoring committee and office leadership.

C. Careers 101 Task Force (Nicole Gauthier and Elisha Allan-Perkins)

- Careers 101 is a spin-off of the LI to reach out to Division members with various career professional development workshops.
- Nicole and Elisha have co-chaired the 101 Task Force for the last 2 ½ years and noted they are ready to find new replacements.
- Last year they did a Networking 101 workshop at Division meetings and noted that each year the workshops have become more interactive. For 2020, they are doing a workshop on Strategic Conversations 101.
- Goal with these modules of workshops is to start repeating some of them. E.g., going back to CV 101 and updates for 2021. Hope to have packaged modules that anyone can pick up and take with them to continue at Division meetings.
- Have received a lot of positive feedback from students and have used the materials to prepare for jobs and job applications. Constantly are revising and adapting the modules after the division meetings. Looking at getting some of these modules translated to other languages.
- Have been in discussions with OE to get these uploaded to the APS Education Center and Professional Development Center so that the materials can get out to the broader APS membership.

CONSENSUS to keep Careers 101 as a task force for another year and then have the task force members provide suggestions to Council for moving beyond a task force.

NOTED that Dave McKenzie from LSU had published booklets for how to apply for grants, jobs, early career recommendations, etc.

ACTION: Krishna has copies of LSU pamphlets on how to apply for grants, jobs, etc. and offered to scan and send them to Nicole and Elisha.

D. OPRO (Nicole Donofrio)

- Brainstormed with Monica from OE this week. Nicole is doing a lot of things currently with new virtual teaching styles and distance learning requirements.
- OPRO's biggest event, the Science & Engineering Festival, has been postponed and we are not sure when it will occur due to the pandemic. This is a huge conference where APS gets a lot of visitors at the OPRO booth.
- Initiatives for 2020 include updating the website so it's more organized. Will have "bins" based on student ages, with relevant information in each bin. Some items are free to download. Many materials are designed to meet state mandated learning requirements for K-12.

- As OPRO develops resources they should be added to the peer-reviewed Education Center webpage, a very highly visited page on APSnet.
- In 2018, Council challenged this group to do a GAP analysis focused on plant pathology outreach activities and impacts. Jeannie Klein-Gordon played a key role in generating and analyzing the data.

E. Plant Health 2020 Update (Paul Esker)

Current planning and updates:

- Continuing with planning the meeting in Denver with the contingency plans of what will work virtually.
- Planning for 15 workshops and field trips plus a discovery walk currently are in progress.
- 23 overall sessions. Introducing a new session concept called Learning Lab into the mix of talks, that will include discussions and hands-on activities.
- Lots of networking opportunities ranging from a service project to the Pitch 120 event and different meetings/breakfasts/dinners.
- 887 abstracts submitted (after extended the deadline by one week). Of those, 379 are for orals and 502 for posters.
- Given current plans, we have 16 technical paper sessions (5 talks each). Space for 80 oral papers. Posters - there will be approximately 800.
- Kellye Ivors and JP Dundore-Arias are working on poster abstracts. Have been looking at software for digital posters. Can do a virtual talk with a poster with the current software. Or how to do a virtual poster session – still need to brainstorm on how this would work.
- 4 POD Talks planned and 2-3 Hot Topics (Women in Science, PhytoFrontiers, and maybe an APHIS regulation of biotech organisms organized by Rubella Goswami).

F. Status of planning amid COVID-19 (Hope)

RECEIVED contingency plan document. Amy Hope shared what happens if we can't meet in person for the annual meeting.

ACTION: Council to keep providing information on status of the academic world within APS under the COVID-19 restrictions to Megan Boatman and copy Carol Ericson and Amy Hope.

- Staff will continue to keep looking at financial scenarios and will update the meeting website to note that some aspects of the meeting will be virtual.
- Will postpone opening registration until later (typically opens in April).
- Will the Annual Meeting Board (AMB) need more help if we move to more virtual sessions? May need more hands-on deck. Paul will keep Council informed if help is needed with AMB workload.

G. 2026 Professional Development Forum (Renee Rioux)

SHARED strategy of leveraging committee networks to meet common goals; transitioning ad hoc initiatives to formal committee engagement; and prioritizing Council-initiated projects (mid-career, social media, family friendly, first timer's orientation, etc.).

H. Membership (Ginnie O'Neill)

- Current membership: 4,289 plus 135 undergrads. (4,116 a year ago).
- Early career has increased to 10%, students increased to 17%. Seeing a lot of growth in younger audience.
- Committees are not maintaining membership—79% of lapsed members were engaged in committees.
- Annual meeting attendance is highest with current members, as lapsed members don't attend the annual meeting. Annual meeting is key for maintaining APS membership.

NOTED that staff does follow-up with lapsed members along with doing marketing efforts in getting information from them on why they left but receive few responses.

I. Mid-Career (Chris Wallis)

- Co-chairing with Courtney since January. Working on a survey. Mid-career is tricky to work on, looking at other professional societies and how they approach this to see how APS could adapt to increase these numbers.
- Create trainings and workshops, budget management, people and team leading, leadership training, work-life balance that have content value for mid-career members.
- As technology expands, many mid-career members may need a technical refresher or new training on technical science skills.

Call adjourned at 1:35 p.m. CDT

April 10, 2020

A. Call to Order (du Toit)

The meeting resumed at 10:02 a.m. CDT on April 10, 2020.

Council members present: Lindsey du Toit, Mark Gleason, Amy Charkowski, Kira Bowen, Jim Bradeen, Peter Ojiambo, Katy Stevenson, David Gent, Ashok Chanda, Krishna Subbarao

Council apologies: Lawrence Datnoff

Staff: Amy Hope, Carol Ericson, Kim Davis, Linda Schmitt, Greg Grahek, Erik Uner

Invited Guest: Hannah Rivedal

B. Extension Committee Engagement (Hannah Rivedal)

- Hannah provided follow-up updates since her report back in December to Council.
- Extension Committee has launched new social media handles and will feature extension individuals on social media.
 - Instagram is aps_extension and Twitter is APS_Extension.

ACTION: Hannah Rivedal (Extension Committee) to send Instagram and Twitter username info to marketing staff.

C. Finances (Davis)

RECEIVED FY21 budget and narrative for versions 1 and 2.

We are in some very unprecedented and unusual times due to the pandemic. At the FAC meeting 3 weeks ago the version 1 budget reflected a loss of \$341,000. During the 2-day FAC meeting, the group worked hard to reduce this loss.

The Net Operating Profit for FY21 after incorporating FAC recommendations is budgeted at a loss of \$82,720 (improvement from a loss of \$341,000) in version 2.

The resulting proposed **APS FY 21 VERSION 2** budget now shows:

- Budget revenue of \$5,291,924 (Q54) remains the same and is slightly down from FY20 budget (T54).
- The FY21 budget expenses of \$5,374,644 (Q177) is a decrease of \$138,982 from FY20 budget expenses (T177). Payroll, taxes, benefits and client reimbursements in total are up \$22,288 over prior year's budget.
- Staff shared additional changes in each business center from version 1 and version 2 budgets (*see budget narrative version 2*).

ACTION: Council/Staff/Gwyn Beattie/Rick Bennett to get the word out to members on what PPB does and their accomplishments in a *Phytopathology News* article.

RECOMMEND doing a recurring "Get to know YOUR APS" column that periodically features different committees/offices? Could start off with featuring PPB, Extension Committee, and Education Center.

ACTION: Jim Bradeen offered to coordinate "Get to know YOUR APS" column.

ACTION: Lindsey/Staff to include discussion on a future Council call which committees/boards we want to highlight each month in *PhytoNews* for "Get to Know Your APS".

ADD: \$10,000 back to Eversole Associates (line item 164) in 2021 budget.

REDUCE: to \$500 for OIP in the 2021 budget.

D. Councilors' Challenge (Peter Ojiambo/Dave Gent/Katy Stevenson)

Normally a \$1,000 award that is distributed amongst the APS Committees winning the challenge, but this is not in the FY21 budget version 2. A Councilor's at Large (CALs) Challenge for 2021 on mentoring was developed but is on hold. The CALs are seeking Council input on whether the current CALs Challenge should proceed without the financial award. Discussion followed that the concept is valuable to committees and that the award fund is not necessary.

ACTION: Peter, David, Katy, and Lindsey to discuss further offline about the 2021 Councilors' Challenge, given the more urgent request from members for serving as a central repository/location for online teaching resources.

E. Phytopathology News PDF (Uner)

- Adopted new web/mobile friendly with the March 2019 issue
- No pdf download data from late March 2019-Dec 2019
- April-Dec 2019: 32,132 page views
- April-Dec 2018: 12,266 page views (5,600 pdf downloads)
- Starting in Jan 2020 we have pdf download data. (230 pdf downloads in March)

Overall, members are reading online format more and downloading fewer pdfs. The original plan was to produce the pdf format for one year, the \$14,400 production costs to continue the pdf format is not in the current FY21 budget. Do we want to investigate other platforms for producing a pdf? It was noted there would still be a cost associated with this.

Concern from a few Council members that not offering a pdf version would reduce the value of *Phytopathology News*.

SUGGESTED we engage more with the EIC, Kenny Seebold, to get his feedback as he was unaware of the pdf issue. We could possibly look at redesigning the online version of *Phytopathology News* for easier readability.

F. FAC Recommendations (Davis/Datnoff)

RECEIVED 2020-2021 FAC Recommendations:

1. FAC recommends that Council give highest priority to monitoring, revising and adapting the strategies and platform for APS journals to address threats and opportunities in publishing, including Open Access initiatives and how they may affect society revenue.
2. FAC recommends that Council direct APS PRESS to develop its digital strategies and prioritize its portfolio with the goal to generate 15% net profit margin to include all expenses. APS PRESS should also pursue strategies to increase institutional purchase of electronic products.
3. FAC supports ongoing implementation by staff of models to enhance membership value and increase the membership base.
4. FAC supports the ongoing implementation of the Annual Meeting Roadmap to optimize the scientific, experiential and financial impact (profit goal \geq \$50,000 after overhead) of the Annual Meeting.
5. FAC supports providing resources for the continued development and timely adoption of innovative technology-based tools/systems to enhance value and functionality of the website and year-round app.
6. FAC recommends monitoring the implementation and usage of the new GROW/Plant Health Exchange (PMN) website.
7. FAC recommends the establishment of a Task Force to re-evaluate PDMR systematically after GROW is fully implemented.
8. FAC recommends that Council and Staff evaluate opportunities for cost containment given budget uncertainty.

ACCEPTED the recommendations from FAC for 2020-2021.

After discussion, Council modified the presented budget from FAC to reflect \$0 for *Phytopathology News* PDF, adding \$10,000 to Eversole Associates, and \$500 for OIP (a \$4,500 reduction) for a total increase in \$5,500 expenses to reflect an overall budgeted loss of \$88,220 for FY21.

MOTION: to accept the FY21 budget with modifications made by Council showing a budgeted loss of \$88,220. *Seconded; Motion passed. 1 abstention.*

Call adjourned 12:18 p.m. CDT.