

**Minutes from Neurotoxicology Specialty Section Officer's Meeting**  
**Baltimore, MD, Monday March 22 2004**

The annual officer's meeting was called to order at 7:00am on Monday, March 22 by Neurotoxicology Specialty Section President, Stephanie Padilla. In attendance were President, Stephanie Padilla, Past President, Kevin Crofton, President Elect, Carey Pope, Vice President Elect, Richard Seegal, Councilors Susan Schantz and Lisa Opanashuk, Secretary-Treasurer Mary Gilbert, and newly elected officers, Robert MacPhail (VP Elect) and Stephen Lasley (Councilor).

**President Report - Padilla**

The President introduced and welcomed the new officers, Robert MacPhail and Stephen Lasley and thanked Susan Schantz for her service as her two year term as Councilor will end in April. A plaque thanking outgoing Councilor and President will be awarded by the incoming president, Carey Pope at the Business Meeting/Reception Monday evening.

This year the American Chemical Council (ACC) Young Investigator Award was received by Nicolay Filopov, a member of the NTSS. This award is work \$100,000.00 for 3 years. Congratulations were extended to Dr. Filopov and an announcement will be made at the Business Meeting/Reception Monday evening.

A Website Conference Call was held among presidents of the various Specialty Sections earlier this year. SOT Headquarters (HQ) Website liaison, Jose Manautou, requested volunteers to work on the website and the President agreed to make an announcement at the Business Meeting/Reception this evening. Our local NTSS website is very out of date. In her capacity as Past President this coming year, Stephanie agreed to update the current website information and will acquire a list of items that should be included from Kevin Crofton.

Funding to support our student awards was originally provided by Abbey Li formerly of Monsanto, \$1000.00 annually for 5 years and covered our first place winners. This funding expires next year and officers were encouraged to identify additional sources. The President will thank Monsanto for its previous support at the upcoming Business Meeting/Reception and request other individuals/organizations in the membership to take up where Monsanto has left off. Larry Sheets of Bayer and Joe Romano from the Army were suggested as possible sources of funding for this effort.

**Student Representation on NTSS**

The President reported that the Student Advisory Committee recommended adding a student representative to SS officers. NTSS officers agreed with this policy as it would be beneficial to the SS to have a student perspective and serve to encourage additional student membership. This will be an elected position, the individual will have voting privileges and will serve a 2-year term. The individual must be a student at the time elections are held. For the upcoming year, it was decided that a student representative be appointed and a list of duties and responsibilities be compiled. The President agreed to announce this new position at the Business Meeting/Reception and ask for volunteers. Before making this official change, the Bylaws for the SS must be reviewed and a vote to change existing bylaws may be necessary. The Secretary-Treasurer agreed to contact HQ for clarification.

**Student Award Competition - Kevin Crofton**

The primary responsibility of the Past President is to organize the Student/PostDoctoral Poster Competition. This year, Past President Kevin Crofton polled the membership for volunteers and personally contacted some NTSS members requesting them to serve as judges for the student competition. Three sets of 2 volunteers were identified as student poster judges, and 1 team of 2 to judges for post-doctoral posters. To facilitate and expedite the process, abstracts and judging instructions were delivered to the judges prior to the meeting. A total of 12 students and 4 postdoctoral fellows participated in this year's competition which is scheduled for Monday, March 22, 11:30am in order to have results and presentations of awards at the NTSS Business Meeting/Reception Monday evening. For both student and postdoctoral competitions, first prize is \$500.00 cash and a \$150.00 gift certificate from Taylor Francis Publishers; second prize is \$300.00 and a \$100.00 gift certificate; third prize is \$150.00 and a \$50.00 gift certificate. This year, Joel Bryan, a representative from Taylor Francis will be present at our Business Meeting/Reception to present the awards.

Discussion ensued regarding student eligibility for competing. In the past, an individual student was awarded first place two consecutive years and it was decided at last year's meeting that having won first place disqualified individuals from competing in subsequent years (see Minutes from 2003 Meeting in Salt Lake City, Utah). However, subsequent discussion among the officers led to the following statement of eligibility which is currently posted on the website. Officers again debated the merits of such a policy and it was decided that a vote from the membership may be in order. *From NTSS Awards Website 2003: Current Pre- or Post-Doctoral students in attendance at the 2003 Annual Meeting are eligible to compete for Student Awards. Submission requirements include an abstract no longer than 1 page long and a letter of support, from the advisor outlining the student's role in the research. Students should be members of NTSS, or show evidence of application for membership. Mentors who are not members are strongly encouraged to join the NTSS. A student or post-doc can only win first place once, i.e., if you compete one year and get 2nd or 3rd place, then you can compete the following year for first place. However if you are awarded 1st place, you can still compete in subsequent years, but you will not be awarded 1st place again. You can compete and be awarded 1st place as a student and in subsequent years as a post-doctoral fellow.*

### **Secretary-Treasurer Report - Gilbert**

A copy of the Secretary-Treasurer Report was circulated to the officers by Mary Gilbert and is attached to the minutes. Our current holdings as of January, 2004 are \$10,228.00 and projected 2004 expenditures are estimated to be \$6,492.00. This leaves the NTSS with a projected balance of \$3736.00 after paying for meeting expenditures. Based on projected income from dues and meeting registration fees, our anticipated balance for the upcoming year stands at \$9,994.00.

### **Membership Report - Gilbert**

A report on membership was delivered by the Secretary-Treasurer. As in the past considerable confusion remains concerning actual membership numbers, discrepancies existing between Secretary-Treasurer mailing list counts, Headquarter mailing list counts, and Headquarter Website counts. The official count from the website is 257, a significant increase from last year's Website count of 199. However, mailing lists delivered to the Secretary from HQ in late March indicated 190 members. It was suggested that contacting the Website manager, Debbie O'Keefe to rectify the membership when in the past we have dealt primarily with Rita Rose. The Secretary-Treasurer has agreed to do so and will update the officers on findings.

At the 2003 Officer's meeting Mary Gilbert agreed to contact HQ to request that SS

Secretaries be informed when new members submit applications or are approved for membership. In addition, NTSS would like to be able to download website membership lists. Despite several email inquiries and phone conversations with HQ, no action has been taken. Rita Rose indicated alterations to the website and online application process would require additional programming with associated costs. No cost estimates were provided or resolution reached.

### **Election Results Report - Padilla/Gilbert**

The president thanked the nominating committee for the slate of candidate's running in this year's election. The nominating committee was chaired by Shayne Gad and committee members included Lisa Opanashuk, Allen Katz and Bill Slikker. Election ballots were prepared by the Secretary-Treasurer and distributed by the President. Of the 183 electronically distributed ballots, 10 were not received, and 90 ballots were returned giving a return rate of 50%, up from the 42% return in 2003. It was agreed that NTSS would continue to run its own election rather than having HQ distribute ballots. Election results were Robert MacPhail as VP Elect, Stephen Lasley as Councilor, and Mary Gilbert as Secretary Treasurer. The incoming President, Carey Pope is charged with forming a new nominating committee in early summer to elect a new Councilor and VP Elect.

### **Workshop/Symposia Sponsorship - Gilbert**

NTSS endorsed a total of 12 workshops/symposia/continuing education proposals. Of these 12, 7 were accepted for presentation at this year's meeting. NTSS was primary endorser on 3 of these 7 proposals. Carey Pope as incoming President is reminded to encourage submission of 'preproposals' from the membership for review/feedback to the authors prior to April 15 with the official deadline for submission to SOT HQ being April 30.

### **NTSS Best Poster Award - Gilbert**

Last year, then VP Elect Richard Seegal suggested that NTSS sponsor an award to recognize "Best Poster in Neurotoxicology". Procedures used by the Risk Assessment SS were discussed and adopted. The following has been proposed for this competition for the 2004 meeting. VP Elect culls through the abstracts for the upcoming meeting using keywords to identify potential abstracts. VP elect forms a committee and all identified abstracts are reviewed. A subset of abstracts are identified by the committee and authors contacted and requested to provide an extended abstract. Ten abstracts will be identified as the "Top Neurotoxicology Ten, TNT" and awarded blue ribbons for display on their posters and will receive free membership in NTSS if they do not already belong. The top poster author will also be awarded a plaque. As VP-Elect, the responsibility for orchestrating the first TNT award will fall to Bob MacPhail. Institution of this competition for next year's meeting will be announced at the Business Meeting/Reception.

### **Other Business:**

The Secretary-Treasurer agreed to distribute the duties list to officers. The President agreed to attend the Presidents and Officers of Specialty Section Business meeting to be held later today. A call for Webmaster volunteers will be made at the Business Meeting/Reception.