S1077 Annual Business Meeting

October 2, 2024

University of Massachusetts-Amherst

Recording Secretary: Dr. Matthew Moore

### Reflections and Repository Initiatives

- Discussion on learning takeaways from previous sessions, focusing on active learning and resource-sharing.

- Proposal for building a shared repository:

 - Don: Popular idea, but no clear management structure.

 - Matt T: Potential for using group projects on food microbiology for public access (may have copyright issues).

 - Matt S: Suggests starting with a non-curated shared Box folder for initial low-bar engagement.

 - Amanda: Recommends a cataloging system for better organization.

 - Don/Julie: Tagging files could be effective; Box supports tagging.

 - Amanda/Byron: Proposal to leverage NECAFS Clearinghouse for hosting and management.

- Takeaways:

 - Amanda to engage NECAFS on potential hosting.

 - Draft best practices for the repository pending NECAFS response.

### Repository Content and Case Studies

- Need for specific educational content discussed:

 - Amanda: Exercises focusing on hazard analysis for better student understanding.

 - Byron: Willing to share workshop materials on hazard analysis.

- Value in a repository of case studies highlighted:

 - Matt: Beneficial for instructors without extension roles.

 - Gulnihal: Suggested training for members on case study expertise at future meetings.

 - Byron: Possible case study peer review and industry involvement for diverse perspectives.

 - IAFP PDGs noted as a potential resource.

- Takeaway:

 - Evaluate engagement with industry for case study contributions.

### Board Roles and Structure Discussion

- Byron: Current officer terms (Chair, VC, Secretary) are 2 years each; proposed changing Secretary term to 1 year.

- Don: Raised concerns over loss of institutional continuity with shorter terms.

- General agreement: 2-year terms for all positions provide stability.

- Informal vote: Group decided to maintain the 2-2-2 structure.

- Takeaway:

- Upcoming need for a new Secretary in 2025.

### Reporting and State Representation

- Reporting issues:

 - Byron: Standardize reporting to reduce duplication; report only as lead PI unless representing an unlisted state.

 - Don: Acknowledged differences between internal reports and USDA grant reports.

 - Julie: PIs can use NIFA REEport content for consistency.

- State participation:

 - 34 states and Puerto Rico involved; need for wider engagement.

 - Don: Annual outreach list to non-participating states recommended.

 - Amy: CC department heads in communications to support junior faculty involvement.

 - Travel incentives and funding challenges for 1890s institutions discussed.

### Future Meeting Planning

- Host location for next meeting:

 - Kristen Gibson (U of Arkansas) volunteered to host; group agreed on UArk.

 - Early October preferred; avoid possible overlap with Arkansas Food Protection meeting.

 - Discussion on integrating with NC-1194 meeting if scheduling allows.

 - Byron will communicate updates and scheduling with Kristen and NC-1194 representatives.

- Takeaway:

 - Byron to coordinate with UArk and NC-1194 for meeting logistics.

END OF MEETING MINUTES

Updates about a potential joint 2025 meeting with NC1194.

-Matt S. met with his colleague Yi-Cheng after our annual meeting. Thaks, Matt S. for the update.

* Re joint meeting: Best path is to NOT combine, but if anyone specific from NC1194 wanted to come to S1077, they are welcome.  That would ensure those who join us as really engaged.  And presumably the reverse would be acceptable, if someone from S1077 wanted to come to NC1194.
* Re conference.  Main help could be another letter of support.
	+ The path for us to do more is If some specific, highly-committed NC1194 person sent some specific asks doable by 1 or 2 people from S1077. At which point we will forward to our members in case any specific people wanted to work on those items.