## IYNA MEETING MINUTES

### MEETING DETAILS

<table>
<thead>
<tr>
<th>DATE</th>
<th>July 12, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>TYPE</td>
<td>BoD + Dept. Directors</td>
</tr>
<tr>
<td>INITIATED</td>
<td>7:00 PM EST</td>
</tr>
<tr>
<td>TERMINATED</td>
<td>9:00 PM EST</td>
</tr>
<tr>
<td>CHAIR</td>
<td>Yasmeen Hmaidan</td>
</tr>
<tr>
<td>SECRETARY</td>
<td>Ashvin Kumar</td>
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### ATTENDANCE DETAILS

<table>
<thead>
<tr>
<th>IN ATTENDANCE</th>
<th>LATE</th>
<th>NOT IN ATTENDANCE</th>
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<tbody>
<tr>
<td>Khayla Black</td>
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<tr>
<td>Yasmeen Hmaidan</td>
<td></td>
<td>Anita Singh</td>
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<tr>
<td>Brian Lee</td>
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<td>Nipun Gorantla</td>
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<tr>
<td>Anita Singh</td>
<td></td>
<td>Sharon Samuel</td>
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<tr>
<td>Ashvin Kumar</td>
<td></td>
<td>Aayush</td>
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<tr>
<td>Department</td>
<td></td>
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<tr>
<td>Directors:</td>
<td></td>
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<tr>
<td>Sojas Wagle</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ayesha Umair</td>
<td></td>
<td></td>
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<tr>
<td>Shelel Pan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Colin Wood</td>
<td></td>
<td></td>
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<tr>
<td>Jillian Holbrook</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laeya</td>
<td></td>
<td></td>
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<tr>
<td>Kambhampati</td>
<td></td>
<td></td>
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<tr>
<td>Alexander</td>
<td></td>
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<tr>
<td>Skvortsov</td>
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<tr>
<td>IYNA staff</td>
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<tr>
<td>Vedha Penmetcha</td>
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<tr>
<td>Veda Dayananda</td>
<td></td>
<td>Badri Raghavan</td>
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<tr>
<td>Ashley Thommana</td>
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### MEETING AGENDA:

This table serves the purpose of organizing what we want to talk about. If you wish to discuss something at this meeting, add a description of the topic and your name as presenter below.

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>PRESENTED BY</th>
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<tbody>
<tr>
<td>#1</td>
<td>Call to Order</td>
<td>Board Chair</td>
</tr>
<tr>
<td>#2</td>
<td>Approval of Previous Meeting’s Minutes</td>
<td>Secretary</td>
</tr>
<tr>
<td>#3</td>
<td>Department Director Reports</td>
<td>CEO</td>
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<tr>
<td>#4</td>
<td>Advisory Board &amp; Board Governance Committee</td>
<td>Board Chair</td>
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</tbody>
</table>
### Quarterly Formal Appraisals
**Board Vice Chair**

### Board Member Operations Conduct & Personability
**Board Chair**

### Bio Info / Helyx
**CEO**

### Bank Transfer Update
**Treasurer**

### Announcements
**Board Chair**

### Adjournment of Meeting
**Board Chair**

### MEETING RESOLUTIONS:
This table serves the purpose of recording what we have resolved to accomplish, enact, change, etc. A resolution confirmation formalizes a decision below the status of a vote but above the status of an informal consensus.

<table>
<thead>
<tr>
<th>#</th>
<th>DESCRIPTION</th>
<th>STATUS</th>
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<tbody>
<tr>
<td>1</td>
<td>Approval of Previous Meeting’s Minutes (06/28/2020)</td>
<td>Approved</td>
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### Next Month Tasks

*This table will serve as the repository of informally agreed upon initiatives that are planned on being pursued or developed upon in the next month*

<table>
<thead>
<tr>
<th>Description</th>
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### PARALLEL RUNNING SUMMARY:

*This table will serve as the repository for notes on the current meeting as taken by the acting Secretary for the purpose of maintaining a content record of meeting business. They will run parallel to the meeting and will constitute a Meeting Summary prepared for any Board of Directors member who were absent from the meeting or wish to brief themselves on its content.*

#### NOTE CONTENT

**MYELIN (Jillian & Khayla):**
- Structure changes - content creation team + review teams
- 21 content creators, 19 high school reviewers, 7 postsecondary reviewers
- Finalized most slides this quarter (25 slideshows, 24 test banks)
- Most agree that the high school review team is beneficial
- New position - MYELIN ambassador (bring MYELIN to their own communities/schools)
  - **Goals:**
    - Finish all content + content reviewed by postsecondary reviewers
    - Ambassadors establish 1+ connections + pilotings secured
  - **Issues:**
    - Quality of postsecondary reviewers
    - Difficulty connecting with high school teachers (being solved by MYELIN ambassadors)

**Journal (Sojas):**
- Published June issues
- Neuroethical concerns are being addressed with Jr. editors
- Christine gained greater experience with journal assembly + increased efficiency
21 finalized articles (good until Dec.)
INS Rubric + administrative finalized
Recruited new junior editors + promoted 3 to sr. editors
Goals + Issues:
- Publish August issue w/ same org structure
- Judges training for INS neuroethics contest + give time to grade
- Journal Art comp
- Recruitment of journalists (social media + outreach)
- More interaction between readers and authors
- More outreach to underprivileged students
- Initial review by Aayush (meant to screen out not well-thought-out articles)

Chapters (Lasya & Colin)
- Changed structure to make chapters more international (more outreach through tentative webinars, social media)
- NCN status will be solidified through website
- Outreach with 6 chapters team members in India, Mexico, New Zealand, Nepal (caused an increase in member, chapter, and country counts)
- Nigeria - specific flyers directed to increase involvement + NCN will be formed soon
- Updated form to make member counts more accurate
- Brainstorming + more activities with NCNs to increase efficiency
- Transition to virtual chapters to engage more members + avoid COVID worries
- Not enough people applied in Poland and Nigeria NCNs, Canada NCN received sufficient individuals - being addressed through more outreach

Goals
- NCN Committee in India, New Zealand, Poland, Nigeria
- 3-5 new outreach initiatives (maybe in Europe)
- Increase chapter count + make it more accurate with google forms
- USA NCN should become an official NCN + possibly organize a webinar
- Use technology to bring members together

Resources (Ayesha)
- 5 databases have been uploaded to the website
- Staff members were onboarded + 7 resource staff members
- Seven databases have entries
- Review has been completed by higher staff
- Staffing issues (inactive staff) - led to termination

Goals/Plans
- Create Database FAQ + Studying Neuroscience FAQ
- Create testimonials from staff to increase credibility
- Gather more interdisciplinary resources (stats, CS, behavioral sciences)
- Goals for next quarter: Complete all FAQs, gather necessary testimonials, post to website, have seven current databases posted to website
- End of Year goals:
  - New Interdisciplinary databases
  - Create materials to help members use resources (FAQs, etc.)
  - Maintaining + updating existing resources
  - More engaging content (maybe a blog) - will require more staff

Issues:
- Inactive staff - solved by greater communication + terminating inactive staff
- Quality of resources - review was completed and will be implemented
- Resources engagement level - solved by FAQs and testimonials

Mentorship (Kaylah + Shang)
• 32 mentors, 5 new applications, 11+ interviews, 11 new mentors
• Outreach through LinkedIn
• Brainstorming to meet with China/US
• Next Quarter Plans:
  ○ More mentors
  ○ More connected with existing NCNs
  ○ More collaboration using Slack
  ○ Resources to help mentors
  ○ More frequent checking of mentors’ activeness
• End of year goals
  ○ Substantial gain of mentors from 3+ countries
  ○ Modify outreach plan (social media in addition to email)
• End of summer goals
  ○ IYNA Mentorship Webinar – engage individuals who have taken unconventional routes in neuro
• Issues
  ○ Some mentors are inactive (complete surveys after deadline) – addressed by system of "punishment" for inactive mentors
  ○ Most mentors are undergrads/grads – need more professionals (neurosurgeons/neuroscientists)
  ○ More mentees in the future

Brain Bee Resources (Shelei)
• More onboarding (15 interviewing)
• More comprehensive resources (questions, notes from textbook) – all 12 sets will be created within 4 weeks and then will get reviewed
• Possible translation for resources with IBB
• More difficult questions will be implemented

WebDev (Alex)
• 2 formal releases, bug fixes
• Set up a co-director position to handle day-to-day responsibilities

SECRETARY APPROVAL:
Ashvin Kumar, 07/12/2020
Secretary, International Youth Neuroscience Association