

## SPGM User Committee

Meeting September 8, 2016

### MINUTES

1. Present in person or via phone: Ira Daar, Sheryl Ruppel, Jeff Lifson, Melissa Porter, Patricia Grove, Melissa Bronez, Frank Blanchard.
2. SPGM update
  - a. Staff changes: Marie Haughey new in editorial; Chris Worthington promoted as editorial supervisor.
  - b. Work In progress: busy time with dozens of open tickets for jobs. The Annual Report and Contract Performance Status Report both under way.
  - c. Poster: Subscription mechanism being offered for the first time. People are enrolling. Insite: Will move to Jive platform as part of the new Leidos Biomed intranet in the near future. The form it will take on the new platform has not been determined.
  - d. Frank Blanchard reviewed a number of SPGM's recent work projects for the group in a PowerPoint presentation.
3. Customer concerns
  - a. Replies from listserv: Request for Poster alerts to come from a generic email address rather than from the editor's email address. This has been implemented.
  - b. Individual concerns: A concern had been raised about how poster production was described on the SPGM website and how prices were displayed. The SPGM webpage was revised to address these issues.
  - c. Melissa Porter suggested that SPGM do more to advertise its creative output, with one possibility being to hang SPGM illustrations, photos, and other creative work as art objects in public areas. SPGM will follow up on this.
  - d. There was another suggestion from committee members to develop brief descriptions of SPGM offerings in the form of a one-pager or checklist for quick review by potential customers. SPGM will follow up on this.
  - e. Melissa Bronez asked about SPGM's capability for producing white board animations to illustrate and explain scientific work. SPGM is following up with Bronez.
  - f. There were no additional customer concerns.
4. Next meeting – March 2016