



42nd Annual Meeting & Scientific Sessions 2021 Program Committee Conference Call

Date: Thursday, December 3, 2020
Time: 3pm ET/2pm CT/1pm MT/12pm PT

In Attendance

Dori Steinberg, PhD (Chair)
Ellen Beckjord, PhD (Co-Chair)
Monica Baskin, PhD (President)

Staff

Lindsay Bullock (Executive Director)
Rachel Mizar (Senior Meetings Manager)

1. **Minutes Approval November 12**

Minutes were approved by consensus.

2. **December Large Program Committee Call Discussion**

The group discussed this month's large program committee call. Since the platform won't be available for testing until the new year, the December call will be cancelled. If any items come up that the small program committee needs the large program committee's input on, we will communicate that need via email.

3. **Flat Mailing Discussion**

Based on the image of the mood magnet and its lack of diversity, the committee decided to move forward with a different mood magnet that used emojis instead of a cartoon mail. Ms. Mizar will research if we can do both the mood magnet and an SBM branded sticker within budget. Dr. Baskin noted that she is interested in sponsoring gamification prizes. The committee will explore gamification options at an upcoming meeting.

4. **Plenary Speaker Moderator Discussion**

The committee decided on inviting the following people to moderate the plenary sessions. Ms. Mizar will draft an email template and send to Dr. Steinberg to email out on behalf of the committee.

- Feranmi Okanlami – Dori Steinberg
- Monica Baskin - Jamy Ard
- David Williams - Rachel Goode
- Julia Collins - Gina Merchant
- Paula Stone Williams – Ellen Beckjord
- Abby King – Shelley Patel
- Lori Pbert - Judy Okene

5. **Welcome and Closing Session Description Discussion**

Instead of two separate events for the welcome (welcome & networking session), the two will be combined without a break. The hope is that this will eliminate people only attending the welcome. The session will include a welcome, introduction of the virtual meeting platform (video), daily highlights (whiteboard video) gamification explanation, Q&A, and the networking breakouts. The program committee will continue the discussion on the networking breakouts, and the closing session on the next call.

Next Program Committee Conference Call

December 10, 2 pm CT
Small Committee Call