DATE: Tuesday, December 11, 2018  
TIME: 3pm ET/2pm CT/3pm MT/12pm PT  
CALL: https://bluejeans.com/79981310?src=calendarLink  
+1.408.740.7256 (United States)  
Meeting ID: 799 813 109

**In Attendance**
- Eric B. Hekler, PhD (Chair)  
- Rachel C. Shelton, ScD, MPH (Past Chair)  
- Austin S. Baldwin, PhD  
- Marissa Burgemaster, PhD  
- Gregory M. Dominick, PhD  
- Brian D. Gonzalez, PhD  
- Arlen C. Moller, PhD  
- Robert L. Newton, Jr, PhD  
- Chad D. Rethorst, PhD  
- Carmina G. Valle, PhD, MPH  
- Katelijne F. Acker, PhD, RN (RN)  
- Edith A. Burns, MD (MD)  
- Mary L. Greaney, PhD (CHES)  
- Betina R. Yanez, PhD

**Unable to Attend**
- Alison Phillips, PhD (Co-Chair)  
- Sherry L. Pagoto, PhD (President)  
- Lisa M. McAndrew, PhD (Psychologist)  
- Dori E. Rosenberg, PhD, MPH  
- Jamilia R. Sly, PhD  
- John Torous, MD  
- Leah R. Yingling, BS  
- Lindsay Bullock (SBM Staff)

**Staff**
- Rachel Mizar  
- Lauren Seward

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1. **Identify Keynote and Master Lecture Moderators**
   The small program committee along with Dr. Pagoto previously identified moderators for the plenary sessions.

2. **Identify Paper Session Chairs**
   Typically the committee tries to identify the two paper session chairs, or moderators, as one “Senior” SBM member (more familiar with the structure of SBM sessions), and one Junior SBM member who is either newer to SBM or to working in the field. This could also be a student.

   SBM staff put together a list of the sessions in need of chairs, and the full committee came up with ideas for whom to ask to chair the session. By the end of the meeting the committee hadn’t made it through the full list, so SBM staff sent out the remainder for the committee to fill. Staff will send out invitations to the identified chairs.

Next Program Committee Conference Call
Date: Tuesday, December 18, 2018  
Small Committee Call