

Society of Behavioral Medicine
39th Annual Meeting & Scientific Sessions
New Orleans – April 11 -April 14, 2018
Program Committee Conference Call

Date: Tuesday, May 23, 2017
Time: 12:00 PM PT; 1:00PM MT; 2:00 PM CT; 3:00 PM ET
Dial in: 1.800.377.8846
Pass Code: 37484465#

In Attendance

Rachel Shelton, ScD, MPH Chair
Eric Hekler, PhD, Co-Chair
David X. Marquez, PhD, Past Chair

Staff

Mary Dean, JD, CAE
Erin Trimmer

Unable to attend

Gary G. Bennett, PhD, President
Deborah Bowen, PhD
Kristi Graves, PhD, SIG Chair
Jennifer Huberty, PhD
Meagan Helmick, MPH, CHES
Ryan Shaw
Charles Jonassaint, PhD
Andrea Cherrington, MD, MPH

1. Dr. Shelton motioned to approve the minutes from the small committee calls on Tuesday, May 9 and Tuesday, May 16, Dr. Marquez seconded. Minutes were approved.

2. Discussion on continuing the featured poster session

Dr. Shelton explained that the featured poster sessions began during the 2016 Annual Meeting with the null results poster session and continued in 2017 with the addition of SBIR funded submissions. Each of these sessions was held during the midday timeslot. Post meeting evaluation feedback has indicated that the sessions are not well-attended and coincide with the lunch break which is a further deterrent to attendance.

The committee agreed to move the session to either the Thursday or Friday evening poster sessions and place the featured posters in a special “featured” section of the poster hall. This will also mean there are no sessions offered during the 11:45am-12:45pm lunch period giving all attendees time to grab lunch and/or network with other attendees.

Poster Session C on Friday, April 13 is currently slated for the featured poster session, the committee will make the final determination once abstract submissions have closed and the final submission numbers are in.

Staff will add check boxes for submitters to indicate which type of featured poster they are submitting (null results or SBIR) to the question asking abstract submitters to indicate if they would like to be considered for the featured poster session.

3. Continuation of rapid poster presentations discussion

Dr. Shelton requested that the committee continue the discussion regarding the rapid poster presentations due to the fact that offering the rapid poster sessions as previously discussed would result in a significantly lower paper presentation acceptance rate.

Staff offered some alternative solutions including offering the rapid poster presentations in the poster hall during the evening poster sessions or offering a few rapid poster presentation sessions and also offering midday paper presentations during the same timeslot.

The committee decided to hold off on making a decision until abstract submissions close and they have a better idea of how many paper presentations are submitted. The final decision will be made onsite at the Program Planning Meeting in

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4. New Orleans site visit agenda input

Drs. Shelton and Marquez discussed the upcoming site visit to the Hilton New Orleans Riverside. Dr. Shelton noted that staff will be looking at the venue from a logistics standpoint to determine if the current room sizes will work with the session types assigned to them.

Dr. Shelton made the following suggestions:

- a. Reconfirm nursing room will have a refrigerator
- b. Confirm that there is enough space in breakout rooms to allow for standing space in the back of the rooms
- c. Explore option of live-polling audiences during sessions
- d. Find out what restrictions may be associated with offering coffee carts/food trucks for attendees

5. Other business

The call scheduled for Tuesday, May 30 has been cancelled, the next small program committee call is scheduled for Tuesday, June 6.

Dr. Hekler confirmed that Monday, October 23-Wednesday, October 25 work best for the program planning meeting in New York.

Dr. Shelton informed the committee that SBM President Gary Bennett will be holding "Office Hours" once a month beginning on Wednesday, June 14 at 3pm ET giving SBM members an open forum to ask questions.

Next Conference Call

Date: Tuesday, June 6, 2017

Time: 12:00 PM PT; 1:00PM MT; 2:00 PM CT; 3:00 PM ET

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