



41st Annual Meeting & Scientific Sessions 2020 Program Committee Conference Call

Date: Wednesday, May 29, 2019
Time: 11am ET/10am CT/9am MT/8am PT

In Attendance

L. Alison Phillips, PhD (Chair)
Dori Steinberg, PhD (Co-Chair)
Eric B. Hekler, PhD (Past Chair)

Staff

Lindsay Bullock (Executive Director)
Rachel Mizar (Meetings Manager)
Lauren Seward (Meetings Coordinator)

Unable to Attend

Michael A. Diefenbach, PhD (SBM President)

1. Approve 5/22/2019 Minutes

Dr. Phillips moved to approve minutes. Dr. Hekler seconded; minutes were approved.

2. Updated Pre-Conference Sessions

Ms. Mizar introduced the following ideas for discussion in order to streamline Pre-Conference session options. As of 2019, there have been different pricing and registration options for non-members, members, and students, with both courses (SIG or SBM council/committee affiliated sessions) and seminars (non-SIG sessions). These sessions would be 2.5, 5, or 7 hours, and pricing would be increased for those that offered Food and/or Beverage (F&B).

- **Eliminate 7.5 hour option:** This year especially, there is less meeting space to offer pre-conference sessions. By eliminating the 7.5 hour option, this would allow more space for other sessions. In 2019, there were only two 7.5 hour sessions, one of which did not receive especially positive feedback. The other was the OBBI SIG's MOST session. One suggestion was to encourage A and B session submissions for those who want more than 5 hours, which may become confusing. Dr. Hekler offered to reach out to the MOST session organizer to ask if 5 hours would be enough time to present if they were to hold the session in the future. Dr. Phillips suggested that since these organizers have held the session as a midday meeting, they would be fine with a 5 hour slot. **This was approved.**
- **Eliminate F&B options:** Only one session submission requested F&B in 2019, which ended up canceled due to low registration numbers. Registrants must absorb the cost of food or beverage, which may cause those low numbers. As there is time for breaks in 5 hour sessions for attendees to bring or buy snacks from the hotel, **this was approved.**
- **Streamline titles to "Pre-Conference Courses":** Rather than having separate "courses" vs. "seminars", all will be referred to as "courses". SIGs/committees/councils can now submit on the regular abstract submission site and just note that they are a sponsored course by those SBM groups within the submission. This will also allow for all sessions to be reviewed the same, using Topic Chairs and Reviewers before coming to the program committee for the final call, avoiding preferential treatment. **This was approved.**
- **Streamline pricing:** Since all pre-conference sessions are no longer separated into courses and seminars, the pricing will be streamlined as well. **The committee approved the new pricing.**



- **Only accept what we have space for:** In the past, the committee has accepted most/all submissions, which left many sessions with low attendance causing them to be canceled. In 2019, there were almost too many sessions left un-canceled, because there was not enough meeting space. Instead, the committee plans to have quality control and only program the strongest sessions. Ms. Bullock suggested this will be good for marketing the sessions because SBM will not plan for any sessions to be canceled, and instead, will further promote these sessions to attendees and members. **This was approved.**

3. **Topic Area Discussion and Null Results & SBIR Poster Session**

These items were tabled to discuss at next week's committee meeting.

Next Program Committee Conference Call

June 5, 10am CT

Small Committee Call