



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

Date: Wednesday, May 8, 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)
Michael A. Diefenbach, PhD (SBM President)

Staff

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

1. Approve 3/26/18 Minutes

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

2. Program Committee Webinars

Over the past two years, the program committee has held 1-2 webinars during SBM's Grand Rounds that take place Thursdays at 1pm ET to promote the Annual Meeting. It was discussed that it may be a challenge to invite a Keynote or Master Lecture speaker without spoiling their session and taking up the full hour. Ms. Bullock suggested that these webinars help promote registration, and can be a great spot to invite speakers that the committee may not have room to schedule a speaker slot for during the meeting. The committee decided to reserve **December 5**.

3. Program Planning Meeting

An in-person meeting takes place in October for the committee to accept and schedule abstracts during the meeting. The committee decided to meet in **Milwaukee, WI** from **October 23 through October 25**. The committee will look for flights that work well with the schedule.

4. Practice Gaps and Learning Objectives

The committee will need to write three practice gaps and learning objectives as a formality for SBM's accreditation in order for attendees to receive continuing education. Some suggestions included: 1) Changing our frame of mind to better recognize methods, 2) Making better evidence-based decisions for bigger impact, and 3) Connecting researchers with practitioners for more effective communication. The committee will return to select the gaps, and tentatively ask the Large Committee to work together and write the learning objectives.

5. Program Structure

A few ideas presented by Dr. Phillips were to 1) Remove the networking breaks Thursday and Friday, 2) Keep the Welcome Session Wednesday with a major presenter who can honor the theme and preview the conference with less celebrating and more networking, and 3) creating a map/board of speakers and topics. This will be revisited during future committee meetings.

6. Plenary Speaker Update/Meeting Survey

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

Next Program Committee Conference Call

May 13, 2pm

Large Committee Call