

Program Committee

Members Present: Alvin C.B. Lee, Renee Boyer, Yuhuan Chen, Tong-Jen Fu, Dale Grinstead, Mark Kreul, Mark Moorman, Brian Sauders, Manpreet Singh, Tori Stivers, Jarret Stopforth, Peter Taormina, Jane M. Van Doren, Dan Erickson and Joshua Gurtler.

Members Absent: Bradley P. Marks and Caroline Smith DeWaal.

Board/Staff Members Present: Linda Harris and Tamara Ford.

Meeting Called to Order: 7:35 a.m., Tuesday, July 28, 2015.

Introductions: Introductions were made. Joshua Gurtler commended the committee members for a fantastic program.

The Process: Tamara explained the process for the 2016 process. October 6 is the deadline for symposium, roundtable and workshop proposals. The Committee will review all of the submissions using the online system, and will meet via conference call on October 21 at 9:00 a.m. Eastern Time to select proposals for further development. Committee members should plan on a 4–6 hour conference call.

The submission deadline for abstracts is January 19, 2016. The Committee will again review all symposium, roundtable and workshop proposals. The Committee will be divided into four teams, and each team will review one-fourth of the abstracts. The Committee will meet in St. Louis, February 19–20, 2016, to select abstracts and sessions for IAFP 2016. The committee asked for mobile-friendly review and area of expertise selection for judging.

IAFP 2015 Evaluation – The Committee provided feedback concerning IAFP 2015.

Poster no-shows – Tamara will add a sentence into the acceptance letter that says to apply for VISA immediately. The lack of VISA seemed to be the reason for late withdrawn posters.

App – Works much better this year. The committee recommends having the same app, but with updates, so that it doesn't need to be downloaded every year. Tamara argued that people might not keep it on their phone year-round. The committee also suggested having surveys on the app, similar to other meetings.

Student Session Monitoring – address the issue of students not knowing what to do in case of technical issues and being distracted by technology.

Technical Session Convenors – use graduate students within area of expertise.

PDG – Making sure PDGs have clear direction for proposals and PDG meetings.

Rejected proposals – suggest for webinars and follow-through.

Recommendations to the Executive Board:

1. Consider arranging Webinars for symposia that were good proposals, but were not accepted.
2. Make sure PDGs have clear direction for proposals and PDG meetings.

Alvin thanked the Committee for coming and adjourned the meeting.

Meeting Adjourned: 8:40 a.m.

Chairperson: Alvin C. B. Lee (Vice Chair).