

Program Committee

Members Present: Eric Martin (Chair), Joshua Gurtler (Vice Chair), Renee Boyer, Jinru Chen, Dan Erickson, Ian Jenson, Alvin CB Lee, Bradley Marks, Mickey Parish and Michael Roberson.

Members Absent: Brian Sauders and Jane Van Doren.

Board/Staff Members Present: Don Schaffner, Don Zink, Lisa Hovey and Terri Huffman.

Outgoing Members: Paula Fedorka-Cray and Mary Lou Tortorello.

Meeting Called to Order: 7:15 a.m., Wednesday, July 31, 2013.

Recording Secretary of Minutes: Terri Huffman.

Old Business: Eric Martin asked everyone to introduce themselves. After introductions, he gave a brief orientation of the process that will be followed for IAFP 2014.

New Business: Eric asked for suggestions of a date for the November conference call. The purpose of the call is to review symposium, roundtable and workshop proposals. The week of November 11-15 was agreed upon. Terri Huffman will send out a poll to Committee members, and set a date and time once results are in.

The February Program Committee meeting in Indianapolis has not been set yet. The meeting will either be Feb. 6-7 or Feb. 14-15.

2013 Silliker and Parkin Lectures – Committee members were asked to pass recommendations for speakers to David Tharp by September 1. Terri will send a list of speakers from the past 5-6 years to the Committee.

Review of IAFP 2013 – Eric Martin solicited input from the Committee concerning IAFP 2013. Below are responses:

- There was confusion expressed at the Affiliate meeting. Can people submit their abstracts to any other meetings? The answer is, yes, as long as our meeting is the first.
- PDGs would like to have sessions labeled “Sponsored by ... PDG” in the program book. General consensus of the Committee was to not do this, but to send a list of each PDG’s accepted sessions to the PDG leaders, so that they can promote within their PDGs.
- Meeting App – Poster board numbers should appear in the list of posters when a poster session is opened. Right now people have to drill down to specific posters to see the board number. Some people had trouble adding individual presentations to their schedule. The online personal scheduler

- did not transfer schedules to the app.
- Too small room sizes – is a good and bad problem. RT3 (Current Controversies in Food Safety) was dangerously full. We must keep people away from the fire exits. It seems that personal, controversial and interactive sessions are popular and the Committee should consider this when assigning rooms in the future.
 - Room set ups were strange – rooms should have been set up the long way instead of the wide way.
 - One Committee member mentioned that he knows of one person who has not shown up for a technical presentation for the past 2 years. That person should be sanctioned, and the Committee member will send the name of the person to Terri.
 - Roundtables – a couple of people mentioned that the quality of panelists wasn't good in a couple of sessions. Are there any resources we can find to help roundtable convenors in this area?
 - Technical Sessions – Convenors need to keep them on time. One convenor let a person go 20 minutes, then the next speaker only got 12 minutes. If a speaker goes over time, there should be no time for questions.
 - There were two symposia on Wednesday afternoon that both were on sanitation.
 - Make sure restaurants are notified of the conference so that they stay open later.
 - Make sure that convenors know their jobs and are doing them.

Recommendations to the Executive Board: None.

Next Meeting Date: February, 2014.

Meeting Adjourned: 8:15 a.m.

Chairperson: Eric Martin.