

Program Committee

Committee Members: A.A. Ahlers (2018 Co-Host), K.C. Bell, B.R. Blood, E.J. Finck (2018 Co-Host), T. Giarla, J.D. Hanson, L.E. Helgen, A. Hope (2018 Co-Host), S.A. Jansa, J.E. Light, R.A. Long (2017 Co-Host), V.L. Mathis, R.N. Platt, J.L. Rachlow (2017 Co-Host), A. Ricketts (2018 Co-Host), Z.P. Roehrs, L.A. Ruedas, J.M. Ryan, S.R. Sheffield, W.P. Smith, K.A. Speer, C.W. Thompson (Chair).

Mission:

The Program Committee is responsible for the solicitation and acceptance of proposals for symposia and workshops, for advertising the meeting to other scientific societies, for soliciting bids to host meetings, and assisting meeting hosts in preparing for annual meetings. In 2011, the Committee was charged with venue selection, organizing the Annual Meeting, the solicitation and acceptance of proposals for symposia and workshops, and advertising the meeting to other scientific societies.

Information Items:

(1) *Sponsors & Exhibitors*

2017—Jessica Light, Tom Giarla, Verity Mathis, and James Ryan organized sponsor and exhibitor solicitations. Vendor solicitation continues to be difficult. One hundred eleven businesses, government agencies, museums, and universities were contacted. This resulted in 25 sponsorships (monetary and in-kind); 5 of the 25 meeting sponsors were academic units at the University of Idaho, providing only about an 18% success rate for commercial sponsors.

Given the low return rate, it is the recommendation of this Committee to consider establishing long-term relationships with companies that have histories with the Society (e.g., H.B. Sherman, Tomahawk), as well as large companies that deem us too small and specialized to sponsor the meeting (e.g., Fisher Scientific, Garmin, Sigma-Aldrich). Annual corporate sponsorship could provide financial support in exchange for advertising options on the website, in the Journal, and at the Annual Meeting (vendor show and auction). Additional opportunity exists if Society membership and meeting attendee lists were made available to potential sponsors. Leadership from the Development Committee would help in this regard.

2018—Solicitation efforts will continue for the Manhattan meeting with hopes to retain sponsors. The 2018 brochure will be distributed to sponsors and exhibitors at the 2017 Annual Meeting along with a thank you letter signed by the Society President. With the help of the local hosts at Kansas State University and Fort Hays State University, efforts also will focus on local businesses with university connections, as well as academic units with overlapping interests.

(2) *Website*

2017—With support from the Informatics Committee and assistance from K-State Conference Services, the Society purchased the *mammalmeetings.org* domain name to maintain continuity and increase reach for the meeting. This will serve as the meeting URL going forward.

Janet Rachlow and Ryan Long assisted with website design. The Annual meeting website was live by the first week in January, and updates have been provided as needed since. The Annual Meeting website also includes a Twitter feed of @mammalmeetings. This Twitter handle was developed to compliment the regular Society social media presence with its focus on disseminating information regarding the Annual Meeting.

2018—Efforts will be made to have the 2018 Annual Meeting website live by December 2017.

(3) Registration

2017—With consultation and support from K-State Conference Services, the ASM Business Office developed and maintained the meeting registration site. This greatly simplified the registration and abstract submission process. However, the registration software was limited in its utility for revising already submitted registrations. Modifications to that process are being considered for the 2018 Annual Meeting. The same system also was used to develop an online registration form for meeting sponsors.

Registration rates were maintained at 2016 rates, which are the lowest since 2010 for regular members and lowest since 2008 for student members. Non-member rates were maintained at roughly twice the cost of Annual Membership to encourage new membership. A Developing Country registration rate was added to mirror the Society membership categories. Presenters also were required to register and pay in full prior to submitting an abstract, virtually eliminating cancelled abstracts.

2018—The ASM Business Office will continue to manage the registration process with support from K-State Conference Services.

(4) Travel and Lodging

2017—Dormitories without meal plans were provided by the University of Idaho. At the time of this report, 526 room nights were booked at the dormitories, and 421 total room nights were booked at the three meeting hotels.

2018—Dormitory space and meal plans have been negotiated for the K-State meeting. Smaller (and fewer) room blocks at area hotels will be available.

(5) Abstract Submissions

2017—Steve Sheffield, Brad Blood, and Sharon Jansa managed abstract submission and revision. Presenters were asked again to submit a fully formatted abstract, following the guidelines of the *Journal of Mammalogy*. In total, 293 abstracts are scheduled for the 2017 Annual Meeting, making 2017 the 9th largest meeting in Society history. For the most part, abstract submissions went well, but the time commitment is quite large and handling revisions is problematic. The abstract booklet was offered for purchase as an a la carte option, but it also was available free as PDF and through the mobile meeting app.

2018—Interest in the printed Abstract Booklet continues to decline (<70, 18% of registered attendees) and removing abstract submissions altogether is being evaluated (e.g., see Evolution

meetings). Alternatively, abstracts could be received but without review and made electronically available only. Either way, presentation titles, authorlines, and author affiliations could be used to develop the program, reducing the workload and timeline required for abstract review and scheduling the program.

(6) Program

2017—Janet Rachlow, Ryan Long, and Steve Sheffield assisted with program organization. The program features two plenary sessions (eight student award speakers and three senior award speakers), three symposia, five thematic sessions (all opposed with technical sessions), three meeting workshops, and five field trips (two meeting and three pre/post meeting). Thematic sessions were solicited via abstract submission; suggested topics were provided as choices to presenters, including the first-ever Lightning Talk session. The free printed program was again offered as an a la carte item during registration. The Program was freely available online as a PDF and as a mobile app. To date, efforts to phase out the print version of the Program (and abstract booklet) have resulted in the savings of 97,251 pieces or 194.5 reams of paper. The Program Committee's goal is to be completely digital by 2020.

2018—Next year's symposia and workshops were solicited and vetted by John Hanson, Kayce Bell, Lauren Helgen, Neal Platt, and Kelly Speer. Currently, three symposia and three meeting workshops are being planned. In addition, opposed thematic sessions will be solicited and vetted by the Program Committee to add content to the Annual Meeting. Continued development of mobile app will occur.

(7) Receptions & Socials

2017—Efforts to control the cost of the picnic and closing and awards ceremony (formerly, the banquet) were continued. Prices are \$40 and \$20, respectively.

2018—Social locations have been secured on and around the Kansas State University campus.

(8) Auction & Run for Research

2017—Brad Blood helped the Development Committee with the solicitation of auction items. The Development Committee previously was charged with this duty, but the burden shifted to the Program Committee following the addition of K-State Conference Services. The goal is to shift all duties to the Development Committee by 2019. Verity Mathis provided assistance to the Janet Rachlow and Ryan Long to develop the Run-for-Research.

2018—Adam Ahlers, Elmer Finck, Andrew Hope, and Andrew Ricketts (co-hosts) will organize the Run for Research course with support from the Program Committee.

(9) Media, Social Networking, and Public Relations

2017—With help from the Informatics Committee, the Society's social media resources (Facebook, Google+, LinkedIn, and Twitter) were used to promote the Annual Meeting. In addition, the hashtag, #ASMPalouse, was used to create a Twitter feed on the meeting website. However, some spam messages led to the development of meeting-specific Twitter handle (@mammalmeetings) to provide greater oversight to online communication, but #ASMPalouse still allowed folks to communicate about the meeting independent of the meeting website.

Meeting announcements also were sent directly to the membership through the Society Business Office and Mammal-L.

2018—Streaming presentations are being considered as a possible way to incorporate a broader community into the Annual Meetings. Adobe Connect or other resources could allow for a “Virtual Meeting”, which may increase meeting participation and provide for new revenue.

(10) 2018, 2019, and 2020 Meeting Venues

2018—The 2018 Annual Meeting will be held 25-29 June at Kansas State University, Manhattan. Andrew Hope (co-host) will present an update on the meeting to the membership.

2019—The 2019 Annual Meeting will be held 28 June-2 July at the Hyatt Regency-Washington on Capitol Hill. Jesus Maldonado and/or Neal Woodman (co-hosts) will present the bid to the membership.

2020—The 2020 Annual Meeting will be the 100th Annual Meeting for the Society, and we are considering it as another celebratory year. The Southwest region is next in the rotation, but we also are considering other options. There is interest from members in Colorado and Wyoming to host a meeting in Estes Park. If that is the case, we would like to proceed with developing those bids in Fall 2017 and will present those to the Board to secure a larger meeting location.

Action Items:

(1) The Program Committee requests approval of the following budget items, which will support travel and other expenses for workshops, symposia, and capstone speaker at the 2018 Annual Meeting:

WORKSHOP— Biostatistics in R (organizer: Jeremy Wilkinson)

REQUEST: \$1,000

WORKSHOP— Non-academic careers for Mammalogists (organizers: Brad Blood and John Hanson)

REQUEST: \$6,000

WORKSHOP— Professional interview strategies - crafting your message (organizers: Melissa Merrick and Karen Munroe)

REQUEST: \$250

SYMPOSIUM— Andean Mammalian Biology (organizer: Tom Lee)

REQUEST: \$10,000

SYMPOSIUM— Critical Issues in Bat Conservation (organizer: Erin Baerwald and Joe Cook)

REQUEST: \$5,000

SYMPOSIUM— Mammals Across the Ages (organizers: Melissa Pardi and Felisa Smith)

REQUEST: \$9,000

CAPSTONE SPEAKER—The Capstone Speaker is to be selected by the Vice President.

REQUEST: \$2,500

TOTAL REQUEST: \$33,750

(2) The Program Committee requests approval of the budget item to support the costs associated with Society administrative activities that take place during the Annual Meeting (e.g., Board of Directors meetings, Members Meeting).

REQUEST: \$5,000

(3) The Program Committee requests approval of the budget item to support expenses associated with the 2018 Annual Meeting, particularly relating to keeping registration and social events affordable.

REQUEST: \$15,000

(4) The Program Committee requests approval of the budget item to purchase an annual license of the Guidebook mobile application to promote conservation efforts by reducing paper copies and providing a platform to promote the Annual Meeting and Society via social media.

REQUEST: \$3,500

(5) The Program Committee requests approval of the budget item to use of meeting residual funds (2012-2016 average) to support expenses associated with the 2018 Annual Meeting, particularly relating to supporting meeting activities and speakers submitted after the meeting budget has been finalized.

REQUEST: \$4,300

(6) The Program Committee requests approval of the budget item to support expenses associated with site visits for the selection of future meeting venues.

REQUEST: \$5,000

TOTAL REQUEST: \$66,550

Respectfully submitted,
Cody Thompson, Chair
(mammal.meetings@gmail.com)