

Program Committee

Committee Members: L. Alexander, M. Arszulowicz, K.C. Bell, B.R. Blood, C. Calderon, P.K. Connors, D. Eline, E.J. Finck, J.D. Hanson, A. Hope, D.A. Kelt, B. Kohli, E.A. Lacey, V.L. Mathis, C. McCain, M. McGowen, R.N. Platt, J.L. Rachlow, D.A. Ricketts, J.M. Ryan, S.R. Sheffield, E. Siracusa, K.A. Speer, K. Stanchak, C.W. Thompson, G. Turner, L. Walsh, and N. Woodman

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 and Exhibitors: 2022---James Ryan, Drew Eline, and Katie Stanchak organized sponsor and exhibitor solicitations. Vendor solicitation was very difficult given the economic conditions caused by the pandemic. Many businesses, government agencies, museums, and universities were contacted. At the time of this report, these efforts have resulted in six sponsorships. Contributions totaled \$8,500.

Given the low return rate, it is the recommendation of the Program 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 meeting (vendor show and auction). Leadership from the Development Committee would help in this regard. The Program Committee stands ready to discuss how this might be implemented to the benefit of the entire Society.

2023---Solicitation efforts for the Anchorage meeting will begin immediately following the 2022 meeting. The 2023 brochure will be distributed to sponsors and exhibitors this summer with an invitation letter signed by the Society President. Efforts will focus on identifying local university sponsors, government agencies, and local businesses with interest in providing vending options.

(2) Website and Social Media: 2022---The Society continued to use the mammalmeetings.org domain name to maintain continuity and increase reach for the meeting. All website management has been shifted to the Program Committee, and WordPress was used to host and manage the meeting website.

The meeting website was live by the first week in January, and updates have been provided as needed since that date. The meeting website also includes a Twitter feed of @mammalmeetings. Both outlets were used to distribute information and announcements of the 2022 meeting.

A Communication Subcommittee was developed with members from the Program and Informatics committees. The subcommittee was charged with providing meeting website and social media support. The subcommittee is chaired by Patrice Connors, and members include Camilo Calderon, Brooks Kohli, and Erin Siracusa.

2023---Because of the joint meeting with the International Federation of Mammalogists (IFM), the Society purchased the imc13.com domain name, and it has been live with minimal information since November 2019. The website is managed by the Program Committee via WordPress.

(3) Registration: 2022---The ASM Business Office continued to operate the meeting registration site. This has greatly simplified the registration and abstract submission process. However, the registration software continues to be limited in its utility for revising already submitted registrations. This necessitates meeting attendees to contact the ASM Business Office to process changes. Sponsors and vendors utilized a similar form for their registration, which also was organized by the ASM Business Office.

Because of the hybrid format, both in-person and virtual registration rates were offered. Non-member rates were maintained at approximately twice the cost of annual online membership to encourage new membership. The Developing Country registration rate was reduced to recruit a larger international audience. Despite some concern with the ongoing COVID-19 pandemic, as of 20 May 2022, in-person registration is currently at 390 individuals, and virtual registration is at 135 individuals. Combined, this makes ASM 2022 the 5th largest conference on record.

Presenters also were required to register and pay in full prior to submitting an abstract, which has virtually eliminated canceled abstracts and drastically reduced downstream scheduling issues. The travel award process has been completely decoupled from the abstract submission process, alleviating financial concerns previously expressed by students. However, there continues to be some confusion by student applicants about the process, so better communication and coordination between the Honoraria and Travel Awards Committee is necessary.

2023---The ASM Business Office will continue to manage the registration process for the Tucson meeting with meeting planning from Next Great Event. Ideally, registration will open for the 2023 meeting during the summer or fall of 2022 to allow for international meeting attendees time to navigate post-COVID travel hurdles. Given the financial uncertainty created by the pandemic, careful consideration has been paid to keep registration rates at a low level to avoid “pricing” potential meeting participants out of attendance. Pricing is an important aspect of supporting justice, equity, diversity, and inclusion (JEDI) efforts within the Society.

(4) Travel and Lodging: 2022---A single hotel, i.e., Westin La Paloma, was secured for the Tucson meeting.

2023---Several hotel room blocks have been secured for the Anchorage meeting (i.e., Hilton, Marriott, and Sheraton). In addition, dormitory room blocks will be available at the University of Alaska-Anchorage, and downtown Anchorage access will be provided to meeting attendees via a bus shuttle system.

(5) Abstract Submissions: 2022---Steve Sheffield, Lois Alexander, Maddie Arszulowicz, Brad Blood, Ginny Turner, Lisa Walsh, and Neal Woodman managed the abstract submission and revision process. Abstract submissions were completed through the X-CD virtual conference platform, allowing for seamless integration of uploaded presentation recordings. Presenters were asked to use the form to submit their abstracts following the guidelines of the *Journal of Mammalogy*. A total of 322 abstracts were submitted, making ASM 2022 the ninth largest scientific program on record for the Society.

2023---Given the upcoming joint meeting with the IFM, careful examination of existing processes will be needed to accommodate the large number of abstract submissions. In particular, interest in the printed Abstract Booklet continues to decline and removing abstract submissions altogether is being evaluated (e.g., see Evolution meetings). Abstracts could be received but without review and made electronically available only. Presentation titles, author lines, and author affiliations could be used to develop the program, reducing the workload and timeline required for abstract review and scheduling. Either way, the committee hopes to offer abstracts only in electronic format in 2023, and no longer provide a print version of the booklet.

(6) Program: 2022---The scientific program included five workshops, two plenary sessions, four symposia, and a capstone presentation. No field trips were planned because of financial concerns and precautions related to the COVID-19 pandemic.

The continued development of the mobile meeting app will occur to allow the program to be distributed entirely in an electronic format. With only 22% of meeting attendees purchasing a meeting program in 2019, the Program Committee's plans to only provide a print program to those selecting such as an a la carte purchase during registration.

2023---Symposium and workshop solicitations for the Joint ASM-IFM meeting is in process to allow for sufficient time for full vetting of proposals. Reviews for these proposals will be completed by a joint committee consisting of IFM appointed individuals, as well as current members of the Program Committee's Professional Development Subcommittee. The members of the Professional Development Subcommittee are Andrew Hope (chair), Kayce Bell, Michael McGowen, Neal Platt, Drew Ricketts, and Katie Stanchak. IFM President, Eileen Lacey, will seat the Scientific Advisory Committee for the Anchorage meeting.

(7) Receptions and Socials: 2022---The 2022 meeting will host several evening social events, including an opening social, poster socials, student social and auction, and a ticketed closing social. Because of financial concerns stemming from the COVID-19 pandemic, a picnic was not scheduled.

2023---Many social events are planned for the Joint ASM-IFM meeting. Most social activities will occur in the Dena'ina Civic and Convention Center (i.e., opening social, poster socials,

student social, and auction). However, two specific events will occur offsite. The first is the diversity social, which will be co-hosted by the Human Diversity Committee. The diversity social will take place at the Alaska Native Heritage Center, and it will include cultural demonstrations by Native Alaskans. The second offsite social event is the closing social. The closing social will occur at the Anchorage Museum, allowing meeting participants to get the full cultural and natural history of Alaska. Both offsite events will be ticketed.

Efforts to control the cost of the diversity social and closing social will continue, allowing for the opportunity of increased participation and to fulfill JEDI goals.

(8) Special Meeting Events: 2022---In 2018, the Special Events Subcommittee was developed to help support meeting special events of other Society committees, such as the Run-for-Research, Student Social, and Auction. This subcommittee consists of Kelly Speer, Lois Alexander, Brad Blood, Elmer Finck, and Verity Mathis. The goal is to transition to a protocol similar to the process used for Symposia and Workshop solicitations to help organize these collaborative activities.

2023---In anticipation of the 2023 meeting, the Special Events Subcommittee will work with other Society committees to organize their activities, and the 2023 local hosts to organize special meeting events at the Joint ASM-IFM meeting.

(9) Media, Social Networking, and Public Relations: 2022---With help from the Informatics Committee, the Society's official website and social media resources (Facebook and Twitter) were used to promote the meeting. Meeting announcements also were sent directly to the membership through the ASM Business Office and Mammal-L. The conference Twitter handle (@mammalmeetings) was also used. The #ASMTucson hashtag was used to generate social media interest.

2023---Given the international audience for the 2023 meeting, early communication will be essential to advertise the meeting, and streaming services should be considered. This will be especially important given the ongoing uncertainty surrounding global travel and the potential economic limitations because of COVID-19.

(10) 2023, 2024, and 2025 Meeting Venues: 2023---The Joint ASM-IFM meeting will be the 102nd Annual Meeting of the American Society of Mammalogists. The Joint ASM-IFM meeting will be held 14-20 July in Anchorage, Alaska. The meeting will be advertised as the 13th International Mammalogical Congress (IMC-13). Doug Kelt and Eileen Lacey will serve as hosts.

2024---The 103rd Annual Meeting of the American Society of Mammalogists will now be held in Boulder, Colorado. Christy McCain has agreed to again serve as the host. The meeting dates have not been finalized because of scheduling limitations on the CU-Boulder campus, i.e., they do not open the calendar more than two years out.

2025---All future meeting site locations were reviewed by John Hanson, Elmer Finck, Janet Rachlow, and James Ryan.

Action Items:

(1) The Program Committee requests approval of a budget line item to cover expenses associated with IMC-13. Specifically, this request is for **ALL** meeting revenue generated from attendee registrations, a la carte fees, and sponsorships. This line item will function as a pass-through in the Society budget and is subject to change based on meeting attendance.

REQUEST: \$653,430.00

(2) The Program Committee requests approval of a budget line item to support meeting costs and other expenses for plenary and capstone speakers at IMC-13.

REQUEST: \$29,242.00

(3) The Program Committee requests approval of a budget line item to support lodging expenses for ASM officers at IMC-13.

REQUEST: \$5,000.00

(4) The Program Committee requests approval of a budget line item to support the administrative activities of the American Society of Mammalogists at IMC-13, specifically expenses related to the board meeting, officer/student lunch, and membership meeting.

REQUEST: \$4,350.00

(5) The Program Committee requests approval of a budget line item to help reduce social ticket costs at IMC-13. This request, in collaboration with HDC, will be used to increase accessibility at ticketed social events.

REQUEST: \$20,000.00

(6) The Program Committee requests approval of a budget line item to help reduce overall meeting costs, especially IMC-13 registration.

REQUEST: \$326.99

(7) The Program Committee requests approval of a budget line item to support expenses associated with site visits and future meeting expenses.

REQUEST: \$8,000.00

(8) The Program Committee requests approval of a budget line item to serve as a contingency fund for IMC-13. Specifically, a 5% contingency fund is being requested to support unanticipated meeting expenses. The contingency funds will only be used in consultation with the Society President and other Officers.

REQUEST: \$36,017.45

(9) The Program Committee requests approval of a budget line item to support an honorarium for the Program Director.

REQUEST: \$2,000.00

TOTAL REQUEST: \$758,366.44

Respectfully submitted,
Cody Thompson, Program Director and Committee Chair
(mammal.meetings@gmail.com)