

Conference call participants: Norm Leppla, Margaret Appleby, Lynnae Jess, Megha Parajulee, Elaine Wolff, Carlos Bogran, and Dawn H. Gouge.

Mark Wright sends his apologies

Additional committee members: Naresh Duggal and Annie Joseph

The group discussed the committee responsibilities (theme, major topics, meeting format, session solicitations, abstract review, recruit session organizers, assign time slots, draft program) and associated workload. It was determined that several co-chairs would be helpful when dividing responsibilities.

Our next task is to decide upon a theme (March deadline). Margaret and Elaine will circulate past conference themes and the theme suggestions from the last symposium.

Margaret suggested a minimum of 3 co-chairs. Norm Leppla, Margaret Appleby, Lynnae Jess, Megha Parajulee, and Dawn H. Gouge, all volunteered to co-chair the committee.

Megha is currently serving as the Society of Entomologists conference chair, so will have more time next year as opposed to the current year. Norm has a similarly busy year ahead.

Program committee chairs should plan on participating on Steering committee calls whenever possible. The next Steering call is **Thursday, February 11th** at 11:30am EST / 10:30 CST / 9:30 MST / 8:30 PST.

Teleconference calls will be organized to occur on the 1st Friday of each month, prior to the steering committee calls. Next conference call is scheduled for March 5th, 2010. I have been asked to scoot the call later by 30 minutes, so I hope that works for everyone (12:30pm EST / 11:30am CST / 10:30am MST / 9:30am PST). Dawn can set up the next conference call.

PARTICIPANT:

1 - Dial the toll-free On-Demand Plus Number: 888-387-8686

2 - Enter the Room number: 6600902 and press #

3 - You will be placed directly into the meeting if the moderator has already joined.

If the moderator hasn't joined, you will be placed on hold for up to 10 minutes.

(For international users, dial 001-303-928-3281)