

2010 CORD Academic Assembly Planning Meeting

Track Chairs Conference Call
September 9, 2009 – 2:30 pm (CDT)

Present: Felix Ankel, Lori Barrett, Ed Callahan, Doug Char, Mike Epter, Gene Hern, Sorabh Khandelwal, Elise Lovell, Marc Martel, Barb Mulder, JJ Ufberg

| | Key Points/Action Plan |
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| Meeting Goal (Ankel) | Goal prior to October is to have schedule content available for distribution at ACEP. Plan to send out to CORD list in order to stimulate discussion and recruit planning members for 2011 AA. Track chairs were asked to report on their progress. |
| Timeline, Registration, Future meetings (Mulder) | CME application needs to be submitted prior to CME Committee meeting 10/2. Speaker form is on wiki and should be submitted to Barb before end of Sept. All pre-day sessions will have a separate registration link in order to determine workshop size. CORD BOD approved 3-year contract with Marriott to hold future meetings in San Diego (2011), Atlanta (2012), Denver (2013). |
| Special Interest (Char) | In lieu of calling this the "5 th track," it will be called special interest track, which will be scheduled afternoons of Day 1 and Day 2. Sessions have been identified, specific content and speakers are in progress. Sessions include: MERC, Academy, Peds-EM, EMS, Disaster, and Resident. |
| Best Practices (Lovell) | Sessions are set and listed on wiki. Discussion on disseminating materials prior to conference. No copyrighted material can be distributed. SharePoint may be used for this. CORD is moving to a more streamlined system for on-line registration, which may include website capability for distribution of materials. Barb will distribute via email until this is available. |
| Navigating (Martel/Callahan) | Content and schedule is ready and loaded on the wiki. Keynote speaker spot and poster times may need to be adjusted. |
| CDEM (Khandelwal) | Content and schedule is ready. Lori will load into master schedule on wiki. Discussed have AAMC speaker, John Prescott, make keynote. |
| EMARC (Barrett) | Content and schedule is ready and listed on wiki. Goals and objectives will be submitted by end of next week. |
| New PD (Epter) | Content and schedule is complete. Goals & Objectives have been submitted. Discussed having a reception or happy hour at end of Pre-day. This will be discussed at Planning Comm Mtg in Oct. |
| Poster Sessions | Will use an on-line submission system. 300 submissions last year. Feedback from 2009 identified time and space issues, which are being addressed. Barb will work with Gene Hern on logistics. |
| Ankel | Discussed tagline for brochure. Selected brochure cover example 1 with tagline "Educating for the Future." There is room on the October 5 th CORD meeting agenda for track chair reports/promos, if so desired. Updates for master schedule can be sent to Lori. Planning meeting in Boston scheduled for 10/6 at 11am – Lighthouse room of the Seaport Hotel. |