

**59th ESA-NCB Annual Meeting
Kansas City, MO
March 28-31, 2004**

**Final Report
Program Planning Committee**

Larry Charlet, Chair; Rob Wiedenmann, Sonny Ramaswamy, Jim Nechols, Paul Ode, John VanDyk, Mark Boetel, Ric Bessin, Ian MacRae, Gary Brewer, Steve Yaninek

Committee Structure and Coordination (See attachment 1)

Most of the program planning was done by Larry Charlet as program chair with close cooperation with the Local Arrangements Committee, especially Sonny Ramaswamy and Jim Nechols. The printing of the program and many of the arrangements were handled by the Division of Continuing Education at Kansas State University through the Program Coordinator, Debbie Hagenmaier.

Frequent communication with Rob Wiedenmann, the 2003 Program Chair and the current NCB President, was very beneficial in the planning for the meeting. Initial planning was done in late August and early September 2003. An initial letter had been mailed to the NCB membership in mid-July with meeting dates and the names of the Chairs. Most of the planning and arrangements were handled with email supplemented by phone calls when necessary. If people respond quickly to email, conference calls can probably be avoided. An initial meeting to work out the basics for the program was held at the 2003 Annual Meeting of the ESA in Cincinnati. This planning session was very successful because many of the committee members were able to attend and because it occurred in October. The inclusion of past and future Program Chair on the committee is essential. Also, key additions to the committee are John VanDyk, who handles the website, the current NCB Secretary-Treasurer, and Student Awards Committee Chair. In addition, the President-Elect and Local Arrangements Chair for the next year probably benefit from membership on the committee. An onsite meeting attended by the Program Chair, President and members of the Local Arrangements Committee (Sonny Ramaswamy and Jim Nechols) was held at the meeting site hotel on November 17, 2003, to review planning for the meeting and decide on meeting rooms to be used for the different sessions. We met with the Mary Ryan, the Sales Manager for the Fairmont Kansas City at the Plaza Hotel, to review details for the meeting.

ESA-NCB Operating Procedures & Committee Guidelines

Old one out-of-date and removed from website. Needs to be revised.

Meeting Timeline & Deadlines (see attachment 2)

A timeline for the major meeting activities, awards, etc., and deadlines for submitting symposia, papers, posters, and abstracts was established and put on the website in November. At this time an outline of the program also was uploaded. A single deadline was established for all presentation submissions. The call for papers (attachment 3) was put up on website in early

December and also emailed to NCB members. It was relaxed to allow an extra week of submissions. This extension makes it difficult for the Program Chair, but the idea is to have as many presentations as possible to ensure a good meeting, so being hard-nosed about deadlines would not further this goal.

Meeting Format (see attachment 4)

The annual meeting format was very similar to 2003. There were the same number of student competition sessions, submitted paper sessions, poster sessions, but only 9 symposia and one mixer held on Tuesday night. An Awards Luncheon was again held, but on Tuesday instead of Monday. Preliminary Linnaean Games were on Sunday night and the finals on Monday night. The Photo Salon was held prior to each game session. A special Linnaean Game pitted the winning team against the Old Masters (NCB President Rob Wiedenmann, ESA President Kevin Steffey, former Gamesmaster Marlin Rice, and Local Arrangements Chair Sonny Ramaswamy). The student competition awards were presented immediately after the game and the mixer followed in an adjacent room. The idea was to have an evening of activities. By having only one mixer, plenty of food was available so participants did not need to leave for dinner beforehand. This was announced in the program and at the opening session.

Total of **230** presentations (oral and poster) were listed in the program. However, based on cancellations the total was 222. The breakdown was as follows: student oral, 27; student poster, 47; submitted oral, 20; submitted poster, 46; and symposia, 82.

Symposia (see attachments 5 & 6)

The call for symposia was electronically transmitted to NCB membership and posted on the NCB-ESA Website in early October 2003 (attachment 5). Potential organizers were asked to submit proposals by e-mail no later than November 17, 2003. Procedures for submitting symposia and a Symposia Submission Checklist were the same as used in 2003 and were posted on the website. The student sponsored symposium was not proposed until December. Because the number of symposia proposed was less than the number that can be handled within the meeting program no vote was needed and all were accepted. The 2004 program included nine symposia. Within the nine symposia were a total of 82 presentations (attachment 6). As is traditional at the NCB meetings there was one BCE sponsored symposium and one NCR-125 sponsored symposium. Guidelines for reimbursing symposia expenses were developed by Secretary/Treasurer Ric Bessin. Ric paid the expenses of invited symposium speakers at the meeting as an honorarium.

Program Enhancement Funds (see attachment 6)

The 2004 Program Planning Committee was allocated approximately \$6,000 in program enhancement funds. The majority of these dollars (\$4,800) were used to support symposia expenses, but some went to student competition awards. Final amounts allocated to the different symposia are shown in the attachment. In addition, waivers were granted to outside speakers (see attachment 7).

Student Competition

There were a total of 74 student presentations. Concurrent sessions for oral presentations were scheduled on Monday morning with a total of 27 talks. These were divided into 2 M.S. and 2 Ph.D. Sessions. (MS 1 = 6, MS 2 = 6, PhD 1 = 7, PhD 2 = 8). The student poster session was scheduled on Monday afternoon and included 47 posters (MS = 23, PhD = 24). Students were asked to be present at their posters from 3 to 4 p.m. One of the award winners in the poster category was a high school student. We need to be able to separate the BS and MS, and in some cases pre-college students that want to compete. An Award Ceremony for the student competition was held on Tuesday evening right after the Special Linnaean Games. Ric Bessin applied unused program enhancement funds toward student competition awards.

Preparation & Printing of Program Booklet

Procedures for preparing and printing the program booklet were fairly straight forward based on the administrative options granted by webmaster John VanDyk. Symposia presentations, papers, posters and abstracts were assigned unique key numbers arranged in the order they would appear in the program booklet. The presentations were then downloaded from a "for export" file into MS Word and edited for typos and other obvious errors. Procedures for preparing the Author, Keyword and Taxonomic indices followed similar procedures. Information on NCB-ESA officers, committee members, award winner, etc was obtained from the Website. This file was sent electronically on March 5, 2004, to Debbie Hagenmaier, Program Coordinator for the Division of Continuing Education at Kansas State University. After editing, the final program in pdf format was sent to John VanDyk for placement on the Web.

Electronic Presentation Submissions (see attachment 8)

Committee Member Paul Ode was responsible for electronic presentation submissions for the student competition and submitted oral papers. The symposia organizers were instructed to be responsible for all presentations for their own sessions. Paul used detailed instructions for "Uploading Your Power Point Presentation" including a discussion of acceptable file formats and electronic submission procedures previously developed by Gail Kampmeier. In addition, he was responsible for downloading from the web site, receiving e-mailed attachments and the on-site loading of late presentations and trouble shooting any problems. Although we set a deadline of March 19, the date was extended through Friday, March 26. All but 6 of the student competition and regular submitted oral papers were submitted via the website. While in theory, submissions could have been done on site, requiring prior submission saved a tremendous amount of time that could be then devoted to the inevitable range of last-minute problems. As noted previously by Gail Kampmeier, the advantage of naming Windows submissions with a .pps extension (Show) and Macintosh submission with a .ppt (Presentation) was unclear. Both could be opened and modified if needed. Presentations within a session were linked together. This provided a smooth and quick way of moving from one presentation to another. This was particularly helpful the student competition sessions where timing is especially critical. A note of caution however: linked files remain open, so by the end of a session all files will be open creating a substantial memory drain on the laptops. On a few occasions, the program would have to be restarted. In the future, if files are linked, it would be best to close opened files during the

session break and start afresh. During shorter sessions (e.g. 6 or fewer presentations, this did not appear to be an issue). Any remaining changes of presentations not submitted were to be brought to the meeting. Paul was assisted at the meeting by the Local Arrangements Committee.

Website

Committee assignments were updated by President Rob Wiedenmann

Photo Salon

Scheduled on Sunday & Monday evenings right before the Linnaean Games.

Linnaean Games

Gamesmaster is now Wyatt Hoback, University of Nebraska, Kearney, NE
Games were held on Sunday (Opening Round) & Monday (Semi-final and Final Rounds).
A special competition (Linnaean Games Champion team vs. Old Masters) held on Tuesday right before the Mixer

Mixer

There was only one mixer scheduled for this year and it was held on Tuesday night right after the special Linnaean Games competition and Student Award Ceremony.

Luncheon (see attachment 9)

A number of awards were presented at the Tuesday luncheon. These are shown in the brochure.

Business Meetings

The Opening Session & Preliminary Business Meeting was held on Monday morning (includes updates by Local Arrangements, Program Chair, remarks by ESA President, ESA Governing Board Report, Executive Director Report, President's Address, Preliminary business meeting)
The Final Business Meeting was scheduled on Wednesday morning and was followed by two symposia. The NCB Executive Committee Business Meetings were held on Sunday 1-5 p.m. and Wednesday 1-3 p.m.

Attachment 1

2004 NCB Program Committee			
Person	Position	Address & Phone Number	email address
Larry Charlet	2004 Program Chair	USDA, ARS Northern Crop Science Lab Box 5677, University Station, 1307 18th St. N Fargo, ND 58105 701-239-1313	charletl@fargo.ars.usda.gov
Ian MacRae	2005 Program Chair	Northwest Experiment Station University of Minnesota 2900 University Ave. Crookston, MN 56716-5000 218-281-8611	imacrae@mail.crk.umn.edu
Rob Wiedenmann	2003 Program Chair & President	Center for Economic Entomology 607 E. Peabody Dr. Illinois Natural History Survey Champaign, IL 61820-6917 217-333-6656	rnwieden@uiuc.edu
Gary Brewer	President-Elect	Department of Entomology, Hultz Hall North Dakota State University Fargo, ND 58105 701-231-7908	gary.brewer@ndsu.nodak.edu
Ric Bessin	NCB Secretary-Treasurer	Department of Entomology S225 Ag Science North University of Kentucky Lexington, KY 40546-0001 859-257-7456	rbessin@uky.edu
Paul Ode	Presentations	Department of Entomology, Hultz Hall North Dakota State University Fargo, ND 58105 701-231-5934	paul.ode@ndsu.nodak.edu
Mark Boetel	Student Competition	Department of Entomology, Hultz Hall North Dakota State University Fargo, ND 58105 701-231-7901	mboetel@ndsuext.nodak.edu
Sonny Ramaswamy	2004 Local Arrangements Chair	Department of Entomology 123 West Waters Hall Kansas State University Manhattan, KS 66506-4004 785-532-6154	rsonny@ksu.edu
Steve Yaninek	2005 Local Arrangements Chair	Department of Entomology 901 W State St. Purdue University West Lafayette, IN 47907-2054 765-494-4554	steve_yaninek@entm.purdue.edu
John VanDyk	NCB Webmaster	Department of Entomology 411 Science II Iowa State University Ames, IA 50011-0001 515-294-7401	jvandyk@iastate.edu
Jim Nechols	2004 Local Arrangements	Department of Entomology 123 West Waters Hall Kansas State University Manhattan, KS 66506-4004 785-532-4744	jnechols@oznet.ksu.edu

**59th NCB-ESA Annual Meeting
Kansas City, MO – 28-31 March 2004**

Timeline

- July 16 - Initial Call for Symposia (in letter from President)
- October 9 - Call for Symposia (include list from 2003 & instructions/checklist) & Award Nominations (all types)
- November 10 - Reminder Call for Symposia & Award Nominations
- November 17 - Deadline for Symposia Proposals
- November 23 - Reminder for Student Awards & other Awards
- December 1 - Program Committee selects Symposia (organizers informed) & Deadline for Student Awards (Comstock & Graduate Student Award) & Award Nominations (C. V. Riley, NCB Award of Merit, National ESA Awards)
- December 8 - Call for Submitted & Student Oral and Poster Presentations & Abstracts And information on meeting registration, hotel (to do electronically), and president's letter
- December 12 - Mailing of ballot, meeting information including maps
- January 5 - Reminder Call for Submitted & Student Oral and Poster Presentations & Abstracts
- February 2 - Another Reminder
- February 9 - Deadline for Submitted & Student Oral and Poster Presentations & Symposia organizers submit final information on checklist
- February 22 - Another Reminder
- March 1 - Preregistration deadline & deadline for teams to enter Linnaean Games
- March 15 - Electronic presentations submissions uploaded to Website
- March 28-31 - ESA NCB Meeting in Kansas City

Attachment 3

Call for Papers and Posters
59th North Central Branch Meeting
Entomological Society of America
March 28-31, 2004
The Fairmont Kansas City at the Plaza Hotel
Kansas City, Missouri

The 59th meeting of ESA's North Central Branch will be held at The Fairmont Plaza Hotel in Kansas City, Missouri, from Sunday, March 28th through Wednesday, March 31st. We encourage submission of papers and poster's for this year's meeting. Your submitted papers and posters are an integral part of the success of the meeting!

Symposia and their organizers selected for this year's meeting include:

1. Urban entomology including structural pests B Shripat Kamble & Suresh Prabhakaran [BCE]
2. Conserving natural enemies in urban and agricultural landscapes B Eric Rebeck & Ashley Bennett [NCR-125]
3. Western corn rootworm variant on the move: what have we learned since the mid-1990s? B Mike Gray & E. Levine
4. Challenges in developing action thresholds for ornamental crops B David Margolies & Jim Nechols
5. Population genetics B Brandi Schemerhorn
6. Established and emerging insect pests of oil crops in the North Central Region B Denise Olson
7. Evaluating the Risk of Genetically Modified Plants to Natural Enemies: Learning from Transgenic Bt Crops B Jian Duan & Jonathan Lundgren
8. New products and technologies for the future B Bhadriraju Subramanyam and Nandi Nagaraj

The meeting will start late Sunday afternoon, March 28th with the Photo Salon and Linnaean Games. Papers, posters and symposia will begin on Monday morning. The meeting will conclude at 12 noon on Wednesday, March 31st. A tentative outline of the meeting program can be viewed on the NCB Web Site.

The deadline (just one deadline) for submitting papers and posters is February 9. Titles and abstracts can be submitted at the ESANCB Web Site: <http://esa.ent.iastate.edu/> We encourage using computer presentations. Last year, 99+% of the papers were presented using LCD projectors. Details will be posted on the ESANCB Web Site.

Plan now to attend! This year's venue, across from Kansas City Plaza area, is a beautiful setting in the heart of dining, shopping, and nightlife. Mark your calendar for the 2004 North Central Branch meeting, March 28-31, 2004, and submit your papers and posters.

Hotel and Pre-registration materials will be available in late December.