

**ANNUAL REPORT – 2004-2005**  
**PROGRAM DIRECTOR, BOTANICAL SOCIETY OF AMERICA**

Presented at the Botanical Society of America Council Meeting  
August 1, 2005 • Austin, Texas

**GENERAL PLANNING FOR BOTANY 2005**

I worked closely with the BSA Meeting Manager, Johanne Stogran, and BSA Executive Director, Bill Dahl, on an array of planning issues for Botany 2005.

**PLANNING VISIT FOR BOTANY 2005**

In early Fall 2004, I attended a planning visit at the site of the Botany 2005 conference in Austin, Texas. The meeting was very useful for planning Society functions, viewing potential meeting sites, and for meeting with the BSA Local Representative, Beryl Simpson, as well as with the program chairs and local representatives from other participating societies. We visited the Austin Hilton and a variety of local sites. The site visit was coordinated by the BSA Meeting Manager, Johanne Stogran.

**COORDINATION OF THE SCIENTIFIC PROGRAM FOR BOTANY 2005**

**COMMUNICATION WITH PROGRAM CHAIRS AND SYMPOSIUM ORGANIZERS.** The BSA Program Director coordinates the scientific program with the help of the sectional/participating society Program Chairs. The symposium organizers plan the sequence of presentations within their own symposia and then forward the symposia programs to the sponsoring sections for scheduling. To coordinate these activities, the sectional/society Program Chairs and the symposium organizers were sent several mailings that provided detailed instructions and a timeline for preparation and submission of their programs.

**CALL FOR SYMPOSIA.** The “Call for Symposia” for Botany 2005 was distributed in the BSA-wide Spring 2004 mailing and posted on the Botany 2005 web site. The deadlines for submissions were early-July and mid-September, 2004. Proposals were submitted on-line using the electronic submission form. Symposium proposals were forwarded to sectional officials for approval of sponsorship.

**CALLS FOR PRESENTATIONS.** The ‘Calls’ for various presentations for Botany 2005 were distributed in the BSA-wide Fall 2004 mailing and posted on the Botany 2005 web site. The ‘Calls’ were also sent to the Program Chairs of participating societies for their use. The deadline for submissions of abstracts was April 1, 2005, and this was extended until mid-April.

**ONLINE CONFERENCE MODULES.** We have worked very hard this year to upgrade and expand our online abstract submission process, and to integrate it with other new elements of the conference web site and the BSA web site. I worked closely with the BSA Executive Director, and Rob Brandt, the new BSA Technology Manager, to develop the site. The Conference management site now includes three major modules, and these are all integrated. The three modules include an abstract module, a program module, and a registration module.

1) Abstract module – The electronic submission process worked very well again in 2005, and the entire submission site was reviewed and enhanced this year. The site includes all of the functionality that we have previously had, as well as some new features. Some of the major new features include: submission and databasing of all abstracts (including discussion sessions and education forum sessions); integration of past conference attendees and the BSA membership databases into the author database; the ability for authors to upload files to be permanently attached to their abstracts; the ability for authors to login and edit their abstracts.

2) Program module – The sectional Program Chairs were able to create their programs completely on the web site. These tools were used for the first time in 2004, and they were significantly enhanced this year for Botany 2005. In addition, a major upgrade to the program module was the addition of a

“create a custom schedule tool,” which allows any visitor to the web site to create a customized schedule, or itinerary, for the conference program. Additional enhancements to the program module are planned for next year.

3) Registration module – For all past Botany conferences, we have outsourced the conference registration process. Beginning this year, we developed our own registration management system, and it worked quite well and is integrated with the other online elements. The registration module is primarily managed by Johanne Stogran and Wanda Lovan.

**ABSTRACT VOLUME.** The abstracts for Botany 2005 were printed in a separate volume and included with the registration materials along with the final Program, which will be distributed on-site at the conference. I worked closely with BSA Meetings Manager, Johanne Stogran, on the design and layout work for the volume. In addition, other staff members in the BSA Office played a major role in proofing the volume. There will be 477 abstracts published in the volume; however, these do not represent all conference presentations (see ‘Summary Information’ below).

**FINAL PROGRAM.** The deadline for submission of sectional/participating society programs was mid-May. The Program Chairs deserve much credit for organizing and submitting their programs. The sectional/society programs, as well as all BSA-wide and conference-wide functions were organized into a comprehensive, conference-wide format. For the first time this year, we have tried to introduce cohesive, conference-wide coffee breaks at uniform times. Most Sections followed this plan. Session information was then submitted to the BSA Meeting Manager, Johanne Stogran, for room assignments. I then worked with Johanne on the design, layout, and proofing for the final Program.

### **THE PROGRAM FOR BOTANY 2005**

All BSA disciplinary Sections have some function(s) scheduled at Botany 2005 except for the Mycological and Phytochemical Sections. Detailed schedules for the sectional programs are presented in the final Program, and summary information for the number of presentations and sessions for the entire conference is presented below.

Total number of presentations .....	525
Education Forum .....	19
Scientific Meeting .....	506
Talks .....	361
Contributed papers .....	283
Symposium presentations .....	73
Special lectures and addresses .....	5
Posters.....	137
Regular submissions .....	114
Recent Topics.....	23
Discussion Sessions .....	8

### **THE FORUM PROGRAM FOR BOTANY 2005**

This year’s FORUM, the 4<sup>th</sup> annual event, begins on Friday evening, August 12, with early registration and an informal welcoming reception. The main FORUM program occurs on Saturday, August 13, with a Keynote Address by Barbara Schulz, Teacher Leader at the National Academies, and 18 one-hour sessions, including one on funding opportunities available at the National Science Foundation (NSF). The individual sessions are grouped within six topical themes, or ‘threads,’ that span the FORUM program. A range of topics will be addressed in interactive panel and roundtable discussions, breakout groups, as well as informational sessions.

On Sunday, August 14, the FORUM is formally linked to the annual scientific meeting via workshops and field trips, for which attendees register separately. Twelve hands-on workshops are available as two-hour, half-day, and full-day events, and these are all free this year.

Although the principal focus of the FORUM has been undergraduate education and related outreach, K-12 teachers have been encouraged and have had the opportunity to participate in the past. This year we significantly expanded our recruitment of K-12 teachers, as well as secured the opportunity to offer continuing education credits to those teachers who attend. In addition, we significantly expanded the programming (sessions and workshops) that was targeted to teachers, and the discussion of the BSA's new education initiative "Sip3" was discussed and further planned at the Forum.

#### **FUTURE ANNUAL MEETINGS**

2006 – CHICO, CALIFORNIA. Botany 2006 will be held in Chico, CA from July 28 to August 3, 2006 at Chico State University. This is the BSA's Centennial year, and there will be special programming included in the conference to celebrate the Society's 100 years, and the BSA has invited a number of other affiliated and 'offspring' societies to meet with us. Botany 2006 will be the first conference coordinated by the next BSA Program Director, Karen Renzaglia

*Calls.* The "Call for Symposia," "Call for Workshops," and "Call for Field Trips" for the 2006 Annual Meeting are being distributed late this year in an effort to coordinate with the election of a new Program Director and the Centennial Planning Committee's efforts. These Calls will be available immediately after this year's conference in Austin, and deadlines for submissions of on-line proposals will be due in early to mid-October. In addition to sectional funds, there will be special funds available for major "cross-cutting" symposia, as well as those that include significant synthesis of historical, seminal work with contemporary and emerging research areas.

2007 – CHICAGO, ILLINOIS. Botany 2007 will be held in Chicago, IL from July 8-11, 2007. In addition to our usual partner societies, the 2007 conference will be a joint meeting with the American Society of Plant Biologists.

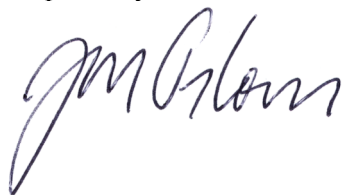
2008 – CANADA. Botany 2008 will be held somewhere in Canada. In addition to our usual partner societies, the 2008 conference will be a joint meeting with the Canadian Botanical Association. The city suggested by the ABC/CBA is Vancouver. Plans for Botany 2008 will be finalized in the fall of 2005 or early spring of 2006.

2009 – SNOWBIRD, UTAH. Botany 2009 will be held in Snowbird, Utah in late July 2009. In addition to our usual partner societies, the 2009 conference will be a joint meeting with the Mycological Society of America.

#### **LONG-TERM CONFERENCE PLANNING**

I have continued to help the BSA Meeting Manager and BSA Executive Director on long-term planning for future conferences. Among the society's goals are to deeply involve our partner societies in planning, to provide expanded programmatic opportunities for members, to be responsive to members and attendees in site selection, and to keep conference costs as economical as possible, especially for students. Many new and exciting initiatives are planned for the future, and more information will be forthcoming.

Respectfully submitted,



Jeffrey M. Osborn