

CALL FOR SYMPOSIA for the 2011 WSSA ANNUAL MEETING

WSSA members are invited to submit proposals for symposia at the 51st Annual Meeting to be held in Portland, Oregon on February 7-10, 2011. As you prepare your proposal, realize that the Board of Directors will have the difficult task of deciding which proposals to accept for the program. The program can handle four to five symposia per meeting. The board will evaluate the proposals based on how well they are justified, the target audience, and the completeness of the proposed agenda and budget. For a half-day symposium, the maximum allowable budget will be \$5000 of which up to \$1000 can be used for symposium publication costs. For a full-day symposium, the maximum allowable budget will be \$6000 of which up to \$2000 can be used for symposium publication costs. Symposia organizers are strongly urged to consider publication of the symposium papers. This will be one of the factors considered in selecting symposia for the meeting. Organizers should make it clear to invited speakers that a publication is required if that is the organizers' intent.

Please see the guidelines listed below for symposia funding from WSSA. Requests for travel support can be made for nonmembers only. Hilton room rates in Portland will be 25% over the 2011 U.S. government per diem plus taxes per night. Please estimate travel and lodging costs for invited speakers. Our webmaster has established an online form on the WSSA website at <http://wssa.net/00Forms/SymposiumProposals2011.htm>. Please complete the form online. Clicking the submit button will automatically email the symposium proposal to me. Symposium proposals are due to me by June 1, 2010. If you have any questions, feel free to email (mbarrett@uky.edu) or phone (859-257-5020 ext. 80712) me.

Here is the outline of the proposal form:

SYMPOSIUM PROPOSAL 2011 Annual WSSA Meeting, Portland, Oregon

Title:

Organizers:

Contact Person: Phone: Email:

Justification and Objectives (approximately 300 words):

Target Audience:

Associated Section(s):

Length of Proposed Program:

Proposed Titles and Speakers:

Budget Requested: (Please specify to the extent possible the expenditure of the funds as opposed to submitting an overall amount. The more detailed the budget, the better the WSSA Board of Directors can evaluate the proposal.)

Guidelines for Disposition of WSSA Funds for Symposia Expenses

Funds are available to support symposia approved by the WSSA Board of Directors for the upcoming meeting. These funds can be used by the symposium organizers, working in conjunction with the Program Chair, for expenses incurred in securing speakers. The following guidelines are intended to help the symposia organizers and the Program Chair in allotting available funds. For a half-day symposium, the maximum allowable budget will be \$5000 of which up to \$1000 can be used for symposium publication costs. For a full-day symposium, the maximum allowable budget will be \$6000 of which up to \$2000 could be used for symposium publication costs. Although funds have been budgeted for the symposia, the goal is to spend the least amount necessary to obtain excellent symposia speakers. The funds will be allocated as necessary to partially cover travel expenses of speakers. Members of WSSA who agree to present symposium papers **will not** be offered travel funds except in dire emergencies to be determined by the Program Chair. An example of such a circumstance would be a WSSA member who is a renowned expert in the field of the symposium topic but who has no source of funds to attend the WSSA meeting in question.

No honoraria will be offered to any speaker. No more than three nights lodging will be offered to nonmember symposium speakers. All symposium speakers who are not members of WSSA will be offered free registration at the WSSA annual meeting and a free ticket to society events during that week. Funds for reimbursement of some, or all, travel expenses (travel, meals, and lodging) will be made available to nonmember symposium speakers on the basis of need, availability of funds, and the value of the speakers to the program. Funds can only be used to pay for speaker travel expenses. If less than the maximum allowable funds (\$5000 and \$6000 for the half-day and full-day symposia, respectively) are used for speaker travel expenses, the difference cannot be used for other purposes. Symposium organizers need to consider travel costs when considering invitations to speakers located far from the meeting site. Whereas international speakers who are experts in the field of the symposium topic might receive a higher priority for expenses than domestic speakers, the cost of travel and needs of the individuals should be more important considerations. For example, a Canadian speaker traveling from Ontario to New York might incur lower costs and have a lesser need for funding than a California speaker also traveling to New York. Because of the limited budget for symposia expenses and the high cost of travel for many international speakers, symposium organizers should strongly weigh the value of international speakers unless other arrangements for funding their travel can be made.

Symposia chairs should contact their intended speakers and determine their financial needs for participation no later than May 1. This information should be incorporated into the budget for the proposed symposium. Symposium proposals must be submitted to the Program Chair by June 1. The WSSA Board of Directors will evaluate the submitted proposals and decide which symposia will be funded. The Program Chair will inform the organizers of the symposia selected for funding. Symposium organizers that received funding can then proceed with offers of funding to nonmember speakers. In no event should symposium organizers make commitments for more funding from WSSA than is approved by the WSSA board. Symposium organizers are free to seek additional or alternate funding sources if WSSA budget limits are insufficient to cover all of the travel expenses for nonmember speakers.

Symposia organizers should seriously consider publication of symposium papers in *Weed Science*, *Weed Technology* or *Invasive Plant Science Management*.

Michael Barrett, 2011 Program Chair, WSSA President - Elect
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