

# Proposal Outline For Annual Sponsorship of Summer Bioengineering Conference

7 October, 2003

For Consideration by the General Membership of the ASME-Bioengineering Division

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**Purpose:** As approved unanimously by the Executive Committee of ASME Bioengineering Division (ASME-BED), the purpose of this document is to provide a preliminary outline for implementation of the plan of increasing the frequency of sponsorship of the Summer Bioengineering Conference (SBC) from every-other-year to an annual event, starting from Summer 2005,

**Motivation:**

- SUCCESS OF SBC- SBC has been a high quality meeting and a very successful activity of ASME-BED both scientifically and financially. Attendance at SBC has been increasing with the total attendance at 2003 SBC of over 750 people. SBC has been a continuing source of revenue for the Division.
- VENUE AND FORMAT OF SBC- One of the attractive features of SBC has been the venues in which it is held (mountain or beach sites) and the informal and friendly setting which is conducive to both intellectual stimulation and accommodating of the inclusion of families.
- INTERFACE WITH BIOENGINEERING COMMUNITY: SBC has been a very effective venue for interface with the broader Bioengineering community with a significant attendance from outside ASME-BED.
- LOW ATTENDANCE AT IMECE: Attendance at IMECE has been declining over the past few years, partly due to competition from other meetings (such as BMES Conference).  
2001: Primary members - 240      Secondary members - 63  
2002: Primary members - 189      Secondary members - 77
- FEWER TIME CONFLICTS- An Annual SBC will remove time conflicts with academic year duties while reducing conflict with other competing or complementary meetings.
- PROGRAMMING LOAD AND QUALITY ENHANCEMENT: ASME-BED is currently programming for 1.5 meetings/year (3 meetings over the course of every two years). Reducing frequency allows for even more rigorous review of paper submissions and higher quality of the meetings sponsored.
- INDUSTRIAL PARTICIPATION OPPORTUNITY: Having a focused bioengineering meeting provides the opportunity for attracting a well-defined industrial sector to have exhibits at our sponsored conferences.

**The Opportunity:**

- ASME-BED has the opportunity and the capability to take ownership of the summer slot every year (before other groups do so) and make SBC a high quality, high visibility, and high impact signature annual conference for ASME-BED.
- ASME-BED Executive Committee views this decision as a strategic move towards continued excellence, which will in turn reflect positively on and show-case the excellence of our chosen professional Society- **the ASME**.

**IMECE:**

- CO-SPONSORSHIP ONLY- ASME-BED will not be the sole sponsor of sessions at

**ASME-BED Executive Committee**

IMECE after 2004 IMECE. ASME-BED will continue to co-sponsor sessions with other groups/divisions at IMECE, such as the Biomedical Technology track, when relevant to the goals of the Division.

**Committee Meetings at SBC:**

- All committees, including the Executive Committee, will have their official meeting at the Annual SBC, starting Summer 2005.
- Committee meetings will be scheduled before as well as parallel to technical sessions, as appropriate.

**Award Ceremonies:**

- Lissner Medal, Fung Medal, recognition of Fellows, Skalak Best Paper Award, Student Awards, and other awards will be presented at SBC.
- Lissner Lecture will be moved to SBC.

**Interface with ASME activities:**

- Chair of the Executive Committee and Journal Editor will attend IMECE regularly. Travel cost (but not registration cost) for the Chair will be paid by the Division, if he/she needs it.
- ASME-BED members are welcome to continue to attend and co-sponsor sessions and activities at the IMECE, when meaningful to the individual's professional goals and/or the mission of ASME-BED.
- Fung and Lissner Awardees are welcome to attend IMECE for the celebrations and recognition ceremonies in addition to Division level ceremonies at SBC.
- REGISTRATION COST- Reduced registration cost may be allowed at the SBC for ASME members.

**SBC Committee:**

- MODIFIED STRUCTURE FOR SBC COMMITTEE- SBC Committee would need to be restructured to handle the conference as an annual event, as organization for each event is a 2-year process. A rotating system would need to be introduced for continuity while the current freedom of Conference Chair in choosing his/her team is preserved. The current positions on the committee are:
  - Conference Chair
  - Program Chair
  - Finance
  - Local Arrangements
  - Student Paper
  - Publications
  - Info Officer

**Support Staff:**

- BOSCOV Travel- To help with the volunteer team with the significant effort required to organize the annual SBC, including site selection, BOSCOV Travel will be hired. BOSCOV has worked very effectively with the Division during the past years. BOSCOV will provide a part-time staff that will help with conference related matters throughout the year.
- ASME-STAFF: The ASME will be invited to provide a proposal on how and at what cost it will help with administrative affairs of the Division in the future.

**SBC Format; Dress Code:**

- The format mode of SBC will continue to be informal as in previous years with casual dress code.

**World Congress**

- To preserve continuity of administration, SBC will be sponsored every year including the years when World Congress on Biomechanics meets (which occurs every four years).