NPC
(National Program Committee)

Saturday, October 28, 2017
Washington, DC
Professional Divisions Workshop

Charles Martin, NPC Chair
Martin Sattison, NPC Vice-Chair
????????, NPC Vice-Chair
ANS Director of Meetings

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NPC

National Program Committee

Responsible for assuring that technical meetings sponsored (and co-sponsored) by ANS meet the Society's standards for technical and scientific contributions
NPC Committees

- National Program Committee
  - Comprised of standing members and division reps
  - Responsible for technical program of National meetings

- Screening Committee
  - Comprised of standing members only
  - Responsible for all aspects of topical meetings

- National Meetings Committee
  - Comprised of standing members only
  - Provides recommendations and oversight of National Meetings
ANS Meetings

- National Meetings
- Topical Meetings
  - Class I – Stand-alone ANS Topical meeting
  - Class II – Meeting outside the U.S. run by another organization with strong ANS technical participation (usually rotates to ANS on a recurring basis)
  - Class III – Embedded topical meeting at an ANS National Meeting
  - Class IV – Meeting run by another organization with ANS co-sponsorship
Revenue Sharing with Divisions

<table>
<thead>
<tr>
<th>Meeting Type</th>
<th>Division Financial Reward</th>
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<tbody>
<tr>
<td>National Meeting</td>
<td>None</td>
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<tr>
<td>Class I (Stand-alone topical)</td>
<td>Split of excess revenue - negotiated between ANS HQ, divisions, and host. Typically, 50% ANS HQ (no negotiation) 25% Technical Division 25% Host (usually local section or ANS HQ)</td>
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<tr>
<td>Class II (Rotating topical)</td>
<td>None, No financial liability or reward</td>
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<tr>
<td>Class III (Embedded topical)</td>
<td>The compensation is calculated as the sum of the following: $30 per paper $50 for each panel session (&lt; 3 hrs) $100 for each panel session (≥3 hrs) In addition, the following additional incentives shall also be applied: $1000 for meeting all of the schedule milestones on-time (for meetings with summaries) $2000 for meeting all of the schedule milestones on-time (for meetings with only full papers) $1000 for meetings with more than 100 papers presented</td>
</tr>
<tr>
<td>Class IV (ANS cosponsored)</td>
<td>None, No financial liability or reward</td>
</tr>
</tbody>
</table>
NPC

In executing our responsibility, the NPC considers:

• appropriateness of the proposed subject,
• scheduling,
• publication plans,
• financial viability,
• appropriateness of location,
• ability of the organizing group to fulfill its commitments.
What does NPC expect from Divisions – for National Meetings

• Support the technical program by organizing technical sessions, panel sessions, and special sessions
• Participate on NPC by an appointed Division Representative
• Division Representative Responsibility:
  • Attend NPC meetings at National Meetings (2)
  • Organize and submit session summaries
  • Conduct paper reviews for Division sessions
What does NPC expect from Divisions – for Topical Meetings

- Organize and hold topical meetings
- Ensure that the meeting host/organizer follows the ANS Topical Meeting Manual
  - Calendar Placement - ~2 years before
  - Preliminary Approval -~12-18 months before
  - Final Approval - ~3-6 months before
  - Meeting Closeout – Financial Report and Closeout Report- ~3 months after meeting or publication

- Division Representative Responsibility:
  - Support the meeting host/organizer in satisfying NPC obligations for meeting paperwork and closeout
Not So Recent Updates

• Meetings Outside the U.S.
  • First one – AccApp-17 – Quebec City, Quebec
• Professional Development Hours
  • Receive credit for session attendance
• Speaker Invitation Policy

• Each Division may invite up to 5 speakers for a one day comp or 1 speaker for a full meeting comp
  • Comp registrations are intended for speakers who would otherwise not be able to attend and present at the meeting

• Divisions may invite more speakers – but the division must pay the registration fee

• Must be an official invite signed by Division Chair before the paper review
  • Letter Templates can be found on Collaborate
Recent Updates

• New National Meeting Manual
• Branding Guide
  • All meetings must follow ANS branding guide – all materials must be reviewed by ANS meetings department
On the Horizon

• Page Charges - ?
• Overhaul of Topical Meeting Manual
Need your help

- Better management and oversight of your division’s topical meetings
- Remind your division rep of their responsibilities
- Remain in close contact with local sections when they are responsible for managing your meetings.
We are here to help

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