

MAC/MLA 2004 Program Committee Report

The Program Committee met once following the original planning meeting held February 5, 2004 at the Sheraton Raleigh Capital Center Hotel. The second meeting was held May 23, 2004 at the MLA meeting in Washington DC. Five committee members were able to attend that meeting. All other planning and communication was done via phone and e-mail. Following the second meeting Susan Keller found that she was unable to continue on the committee due to a job change.

Working with the Local Arrangements Committee the MAC meeting times and rooms were scheduled. All Program Committee members contributed to overview planning and decision making. Each member volunteered and was assigned specialized planning tasks; each also worked to develop content and to contact participants. Special planning duties were designated as follows:

Ann Duesing, Chair	– Keynote speaker NLM Update speaker MLA Update speaker Open Access Panel planning AV/Computer needs planning with Andrea Horne Liaison with LAC
Lynne Turman	Diversity Panel planning Contributed Papers Session Planning Contributed papers review Poster abstracts review
Shannon Jones	Diversity Panel planning MAC Conference Scholars Program (developed by Shannon)
Susan Arnold	Poster Session planning Contributed papers abstracts review Poster abstracts review
Dan Oates	Round Table Luncheon planning Contributed papers abstracts review Poster abstracts review
Janet Martin	Round Table Luncheon Topics and Facilitators Poster abstracts review Contributed papers abstracts review
Paula Raimondo	Publicity, Preliminary Online Program and Final Meeting Program information. Liaison with LAC Publicity
Amy Blaine	Speaker arrangements and follow up

All committee members were given coordination assignments to work with session speakers, facilitating, providing introductions and generally supporting speakers, contributors, program timing and content.

The Awards Luncheon introductions, content and presentations were delegated to Beverly Murphy, MAC Chair and Kelly Near, Honors and Awards Chair. The MAC Meeting Exhibits Opening was conducted by Beverly Murphy and Ann Duesing.

Respectfully submitted,
Ann Duesing, MAC 2004 Program Committee Chair

