



CALL FOR SYMPOSIA

July 31 - August 3, 2011

Frontier Airlines Center
Milwaukee, Wisconsin

The Program Committee invites International Association for Food Protection members and other interested individuals to submit a symposium proposal for presentation during IAFP 2011, July 31 - August 3, 2011 in Milwaukee, Wisconsin.

What is a Symposium?

A symposium is an organized, 3 ½-hour session emphasizing a central theme relating to food safety and usually consists of six presenters each giving 30-minute presentations with a 30-minute break between the third and fourth presentation. Short symposia with three or four 30-minute presentations are also possible. Roundtable discussion forums, which are 90 minutes in length with 2-3 brief presentations (5-10 minutes), a formal question and answer session, followed by time for audience participation, are also acceptable.

Symposia may include a discussion emphasizing a scientific aspect of a common food safety and quality topic, issues of general interest relating to food safety and microbiological quality, a report of recent developments, an update of state-of-the-art methodologies, or a discussion of basic and applied research in a given area. The material covered should include current work and the newest findings. Symposia will be evaluated by the Program Committee for relevance to current science and to Association members. Proposals may be prepared by individuals, groups of individuals, committees, or professional development groups (PDGs).

Submission Instructions

To submit a symposium proposal, read all the information on this page, paying close attention to the "Symposium Selection Procedure" on the next page, then complete your Symposium Proposal using the Association's online submission program at www.foodprotection.org. Follow all instructions when making a submission. Your suggested presenters need not be confirmed at this stage, only identified.

Symposium Proposal Deadline

Symposium proposals must be submitted through the Association's online submission program at www.foodprotection.org no later than October 18, 2010. The Program Committee will review submitted symposia to decide which symposia will be selected for further development. Organizers will be notified as to the status of their proposal by December 6, 2010. Applications for symposia that have been selected for further development should be edited and completed in the Association's online submission program at www.foodprotection.org by January 19, 2011. FINAL DECISIONS ABOUT ACCEPTANCE AND CONTENT OF SYMPOSIA FOR PRESENTATION AT IAFP 2011 WILL BE MADE BY THE PROGRAM COMMITTEE DURING THEIR FEBRUARY 2011 MEETING. Symposium organizers, potential moderators and speakers should understand that not all symposia selected for further development will be accepted as submitted. The IAFP Program Committee reserves the right to reject poorly organized symposia, to review symposia, including proposed subjects and speakers, and make modifications based on providing the most comprehensive and balanced overall program. The organizer will be notified of the final results by March 7, 2011.

PRESENTERS WHO ARE NOT MEMBERS

The International Association for Food Protection does not reimburse invited presenters for travel, hotel, or other expenses incurred during the Annual Meeting. However, invited presenters who are not Association members will receive a complimentary Annual Meeting registration. Presenters who are Association Members are expected to pay normal registration fees.

TRAVEL SUPPORT

The International Association for Food Protection Foundation has limited funds for travel support of presenters. After final acceptance of the symposium (March 2011), symposium organizers may make requests in writing to the Executive Director. Requests are reviewed on an individual and first-come-first-served basis. The maximum funding grant will be \$750 per presenter (\$1,250 if outside North America). Organizers are welcome to seek funding from other sources and the Association will provide recognition for these groups in our program materials. Organizers are asked to inform the Association if they obtain outside funding.

SYMPOSIUM SELECTION PROCEDURE

The primary focus of the symposium selection procedure is to provide a balanced educational program for attendees of the IAFP Annual Meeting. To achieve this goal, symposia may be combined or modified by the Program Committee during their initial or final review, as appropriate, to prevent overlap of topics among competing symposia. The Program Committee also reserves the right to suggest alternative speakers and/or topics in an effort to round out the program. During the symposium selection process, only the most relevant and promising symposia will be selected for further development.

GUIDELINES FOR TENTATIVE ACCEPTANCE:

1. Proposed symposia must be pertinent to IAFP members and PDGs. Priority will be given to symposia that address one or more of the following program areas:
 - Safety and Microbial Quality of Foods (Dairy, Meat and Poultry, Seafood, Produce, Water)
 - Viruses and Parasites, Retail Food Safety, Epidemiology and Public Health
 - Non-microbiology Food Safety Issues (food toxicology, allergens, chemical contaminants)
 - General-applied Food Safety Microbiology (for example, advances in sanitation, lab methods, quality assurance, food safety systems)
 - General–food Protection for the Future (risk analysis, emerging pathogens, biotechnology, predictive models, etc.)
 - Developments in Food Safety Education
 - Other pertinent food protection topics may be considered if space is available
2. In addition to addressing pertinent program areas, symposia accepted for further development should:
 - Be new, emerging and/or address areas not covered in last 2 years
 - If covered in last 2 years, provide new information that warrants another symposium
3. Symposium submissions must include:
 - Titles that clearly convey the topics to be covered
 - Topics that are unique to prevent overlap of basic information among speakers
 - Names of suggested speakers from a variety of backgrounds, such as industry, regulatory, academic researchers, or consumer perspective (as appropriate)
 - Suggested speakers who are knowledgeable and good communicators
4. Special consideration will be given to symposium submissions that:
 - Are directly applicable or provide viable safety options for food manufacturers, including small- to medium-size manufacturers
 - Bring an international (outside of North America) focus or viewpoint to the meeting
 - Attract or involve students
 - Attract or involve local affiliate members who would not otherwise attend the Annual Meeting (e.g., regional specialties like shellfish issues for Gulf States)
 - Would attract members of a new PDG or program area that IAFP is trying to develop or encourage

5. Other considerations for selecting symposia for further development:
 - The Program Committee reserves the right to limit the number of sessions devoted to a single program area to provide a balanced program.
 - If relevant topics are proposed by more than one submission, the Program Committee will make the final decision to combine or modify symposia as appropriate to avoid overlap of topics among competing symposia. In this case, organizers may be asked to work with one another to combine symposia.
 - Due to space and time limitations, only the most relevant and promising proposals (as modified by the Program Committee) will be selected for further development as full sessions (consisting typically of six 30-minute presentations), short sessions (consisting typically of three or four 30-minute presentations), roundtable discussions (90 minutes in length with two or three brief presentations and question and answer session). Again, the Program Committee will make final decisions regarding symposium breadth and length.
 - Three sessions will be reserved for symposia sponsored by our partner, the International Life Science Institute North America (ILSI, N.A.). The ILSI N.A. symposia address topics that are of general interest to IAFP meeting attendees, focusing on emerging food safety issues and technologies, and provide a global perspective.
 - Additional sessions may be added at the discretion of the Program Committee to accommodate emerging issues.
6. Final decisions on symposia selection will be made at the February 2011 Program Committee Meeting.
 - Symposia recommended for further development should be edited and submitted in finalized form through the Association's online submission program at www.foodprotection.org by January 19, 2011. This includes symposium title, abstract, convenor and speaker information (name, contact information, and proposed title of presentation). Organizers are encouraged to contact and get preliminary confirmation from speakers in advance of submitting the final symposium application. However, full confirmation of speakers, and acceptance of symposia, will be provided after the February 2011 Program Committee meeting. The IAFP Program Committee reserves the right to review symposia, including proposed subjects and speakers, and make modifications in order to provide the most comprehensive and balanced program. Invited symposium speakers need to be made aware of this when they are contacted.

Who to Contact:

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