**R/Medicine Conference 2022 Planning Meeting – Follow Ups**

05/25/22

**Key Info at a Glance**

* Dates
  + Preliminary schedule announced (no individual sessions) on website: 6/6
  + CFP extended closes: 6/14
  + Early bird pricing ends: 6/17 (can extend early bird to 6/24)
  + Early bird pricing extended ends: 6/24
  + CFP Notifications: Thursday, 6/30
  + Final schedule posted: 7/14
  + rstudio::conf in DC: 7/25-28
  + Pre-Recorded Videos due: Thursday, 8/18
  + Event Dates: Tuesday, August 23 – Friday, August 26
    - 8/23-24 pre-conference workshops (Zoom)
    - ??? {ggconsort} Hackathon
    - 8/24 poster session (SpatialChat)
    - 8/25-26 main conference (Hopin)
* Presentation types
  + Session Presentations (typically 30 minutes in length)
  + Panel Discussion (typically 30 minutes in length)
  + Lightning Talk (typically 10 minutes in length)
  + BoF (typically 30 minutes in length)
* Registrations: 46 -> 61
* Program
  + Confirmed workshops: 6
  + Confirmed invited talks: 4
  + CFPs complete: 3 -> 3 (13 in progress)

**New business**

* Change time to start 1 hour earlier to accommodate Emily – Stephan to adjust invite
* Coupon codes
  + Codes are broken, which is blocking marketing campaign ☹- Emily to work with cvent to fix. Stephan to tell Emily that RMED22UBC works – maybe delete all codes and put them back in?
  + Need RMED22MSK, RMED22RUG, RMED22RLADIES 10% off coupon codes – Elisa to request

**Operations**

* Who responds to emails sent to [r-medicine-conf@r-consortium.org](mailto:r-medicine-conf@r-consortium.org)? Elisa to confirm
* Platforms
  + Hopin: Events team will be **platform owner**. Need demo / walkthrough with org committee. – Elisa/Emily to schedule with Stephan, Steven, Beth, Peter, Mike, Dan, Laura.
  + SpatialChat: need platform owner. This person will be responsible for setting up rooms for sponsors and poster presenters and plan the user experience for conference participants. – Stephan to ask Peter
  + Zoom for workshops: can Events team be platform owner? Responsible for setting up rooms for specific times, making sure settings are correct for workshops (participants muted and camera off; non-verbal feedback active). – Emily/Elisa to confirm that they can set up the rooms for workshops

**Web site**

* URL: [https://r-medicine.org](https://r-medicine.org/)
* Kanban: <https://github.com/RConsortium/r-medicine-wg/projects/6>
* Add more elements – Elisa to work with Emily to get this added, then Dan will QA
* It should be clear that workshops are included in the registration fee

**Marketing/Communication**

* Social Calendar: <https://bit.ly/rmed22socialcalendar> – Laura to work with Jesse on 5/20 tweet
  + Will review at each meeting and tweak
  + Comms will some QA before getting fired off – Laura will work with Jesse
* Kanban: <https://github.com/RConsortium/r-medicine-wg/projects/5>
* Participating institutions outreach – Stephan, Steve, Mara, Mike, Denise, Peter, Dan, Joe to test their individual promo code then send promo messages: one now, one closer to the conference, to be scheduled
  + **See outreach email template below**
  + Promo codes available: RMED22CHOP, RMED22PENN, RMED22CORNELL, RMED22HMS, RMED22MAYO, RMED22YALE, RMED22UMICH, RMED22RSTUDIO, RMED22UBC – please test your code before sending it out!
  + Add 2nd email to social calendar
  + MSK promo - Stephan to send this to Dan Sjoberg once coupons work
* How can we reach out to RUGs? – Laura/Jesse to reach out to organizers of R consortium RUGs and R/Ladies
* Advertise at rstudio::conf 2022 (7/25-28) - Laura to add tweet to announce this in social calendar
  + We will have a 6’ draped table in exhibit area
  + Have R/Medicine branded swag and printed sponsorship prospectus to hand out
* Someone should tweet actively during the conference
* Swag – Elisa to contact events team for what’s available and timelines
  + Ideas include: T-shirts, stickers, banner / table skirt with the R/Medicine caduceus printed on it, printed masks, drawstring sack packs, notebooks, credit card case that sticks to back of the phone, printed sponsorship prospectus
  + Needed by rstudio::conf (July).

**Program**

* Conference Schedule: <https://bit.ly/rmed2022schedule>
* Keynotes
  + Day 1: JJ Allaire – confirmed – Steve to confirm time
  + Day 2: Frank Harrell – confirmed – Steve to confirm time
* Invited talks (20 min):  Beth to add to Googlesheet schedule
  + Jeff Leek (should physicians learn data science?) - Peter to invite ✓
  + Paul Harris (REDCap integration with EMRs) - confirmed
  + Neale Batria (President of Applied Epi) - confirmed
  + Jaclyn Janis (Analytics for Nurses) - confirmed
  + Stephan Kadauke (Teaching R to Healthcare Professionals) - confirmed
  + Brianna Lindsay (R/Ladies Gaborone) - Joe to invite
  + Peter Higgins – RMRWR book?
  + *Jaclyn Janis offered to recruit speakers from RStudio – who’s on our wish list? Max Kuhn?*
* Workshops Beth to update Googlesheet schedule
  + Stephan Kadauke: R/Medicine 101: Intro to R for Clinical Data - confirmed
  + Tom Mock: Reproducible Medical Research with Quarto - confirmed
  + Sherrie Xie: Geospatial Data - confirmed
  + Chris Beeley: Dashboards with Shiny - confirmed
  + Peter Higgins: Cleaning medical data – Peter to confirm if plan is for 2022 or 2023?
  + Dan Sjoberg: gtsummary - confirmed
  + Piru (Procogia): Gene expression – Laura to confirm – slot would be 8/24 11-14 Eastern
  + Damian (Appsilon): Shiny dashboards – will get back to us, also about sponsorship
* ggconsort Hackathon?
  + Need 1-2 ggplot2 experts – Peter to contact Joe; best to ask specific persons who are major ggplot2 contributors ✓
  + If we decide to move forward, will need to schedule (two 3h sessions?) and promote (social calendar)

**Sponsorships/Partnerships**

* Prospectus shared on website, ready to recruit sponsors!
  + Stephan to reach out to Novartis
  + Joe to reach out to RStudio
  + Mike to reach out to Verily and Metrum
  + Should we pay LF to drum up sponsors? Could target pharmas; data/analytics companies; CROs (IQVIA); anyone who sent 3+ employees to R/Med 2021 – Emily/Elisa to find out if LF could do this.

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Outreach email template:

Hi XXX,

I’m on the organizing/program committee for R/Medicine 2022, and I’m writing because I thought you might be interested because (INSERT REASON HERE)!

R/Medicine is now in its 5th year and again we’re completely virtual. The conference will be from 8/23-26, and we will have two days of workshops followed by two days of contributed talks and keynotes delivered by JJ Allaire and Frank Harrell.

Registration costs are really low - $10 for students, $15 for academics, and $40 regular. This is early bird pricing and will go up on 6/17. As a small additional incentive, we are providing a 10% discount code for YOUR INSTITUTION members: RMED22XXX.

We’re also soliciting proposals for talks, panel discussions, workshops, and posters: <https://r-medicine.org/program/cfp/>. The deadline for submission is coming up soon! Please submit your abstract by 5/31.

Here’s the link to the conference web page: [https://r-medicine.org](https://r-medicine.org/). I hope you take a look! And please share with anyone else who might be interested!

Best,

XXX