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

06/08/22

**Key Info at a Glance**

* Dates
  + 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)
    - 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 -> 77 -> 91
* Program
  + Confirmed workshops: 6
  + Confirmed invited talks: 4
  + CFPs complete: 3 -> 3 (13 in progress) -> 7 (17 in progress) -> 7 (24 in progress)

**New business**

* Need email to remind CFP authors to finish submissions – Emily to f/u with events team
* Steve to preview CFPs – Emily to send completed CFPs to Steve

**Operations**

* Platforms
  + Hopin: Events team will be **platform owner**. Looked at cdCon today.
  + 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 Jaclyn if wants to take lead, with Peter’s help
  + Zoom for workshops: Events team will 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).

**Web site**

* URL: [https://r-medicine.org](https://r-medicine.org/)
* Kanban: <https://github.com/RConsortium/r-medicine-wg/projects/6>
* Add Appsilon logo – Emily to arrange with Appsilon and web dev team

**Marketing/Communication**

* Social Calendar: <https://bit.ly/rmed22socialcalendar>
* Outreach, see template email below – everyone!
* Someone should tweet actively during the conference
* Swag – Elisa asked for a quote, Emily will nag Amanda
  + Printed T-shirts (3 larges)
  + R consortium and R/Medicine hex stickers (500 each)
  + Bookmark showing R/Med info
  + Printed sponsorship prospectus (20)
  + Tableskirt showing R consortium and R/Medicine logos (6’ table sized)
  + Needed by rstudio::conf (7/25).

**Program**

* Conference Schedule: <https://bit.ly/rmed2022schedule>
* Keynotes
  + Day 1: JJ Allaire – confirmed
  + Day 2: Frank Harrell – confirmed
* Invited talks (20 min):
  + Carry Wright – Steve to arrange invitation
  + Lucy D’Agostino McGowan – Steve to arrange invitation
  + 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
  + Gloria Kang (CDC) – Dan to invite
  + Max Kuhn: tidymodels – Steve to arrange invitation
* Workshops
  + R/Medicine 101: Intro to R for Clinical Data – confirmed
    - Stephan Kadauke, Patrick Mathias, Joe Rudolf
    - TAs: Rich Hanna, Jaclyn Janis, Sarah Dudgeon
  + Tom Mock: Reproducible Medical Research with Quarto - confirmed
  + Sherrie Xie: Geospatial Data - confirmed
  + Chris Beeley: Dashboards with Shiny - confirmed
  + Dan Sjoberg: gtsummary - confirmed
  + Piru (Procogia): Gene expression - confirmed
  + Appsilon: Enterprise-grade Shiny App Development – Joanna (Appsilon) to follow up

**Sponsorships/Partnerships**

* Prospectus shared on website, ready to recruit sponsors!
  + Appsilon: yes! ($5K) – Joanna to work with Emily on contract
  + Novartis: no
  + RStudio – Stephan to email Anne
  + Verily and Metrum – Mike to invite