



May 2014 Group Meeting · Chicago, IL
Publications Committee Meeting
Thursday, May 8, 2014
9:00 a.m. - 11:00 a.m. CT

Dial In Number: 1-800-501-8979 Access Code: 6736558

Web Conference Instructions

- Click on the following link: <http://www.windstreambusiness.com/customer/web-conference-portal>
- Select "Join a Conference"
- Enter the Conferencing phone number: 8005018979 (do not use the #1 or any dashes or spaces)
- Enter the 7-digit Access Code: 6736558
- You will then be prompted to enter you name, email, phone # and company. Only your name is required.
- You may be placed into a "lobby screen" until the chairperson starts the conference.

Agenda

Time	Topic
9:00	Welcome
9:10	Discussion of Publications Intake <ul style="list-style-type: none">● Number of abstracts & manuscripts received● Number of abstracts & manuscripts received by committee● Committee assignment (primary/secondary and TRP)● Intake problems (e.g., deadlines, no review, short review)
9:20	Discussion of Group Review Process <ul style="list-style-type: none">● Pre-Review Administrative Activities● Time from "Received" to "In Review"● "Traffic" control and review limits● Reviewer Participation● Rotation Schedule
9:40	Publications Application <ul style="list-style-type: none">● Current Status● Future features
10:00	Public Study Results Summary
10:20	Publications Policies
10:40	Alliance Manuscripts booklet volume 3 for November 2014 Group Meeting
11:00	Adjourn