The UW Local Organizing Committee (LOC) working groups consists of eight separate committees:

**Program – symposia, review committees**
Generate ideas for symposia and/or conference sessions; solicit UW students, faculty and staff members to submit proposals to the conference and volunteer as speakers; and solicit UW students, faculty and staff members to serve on review panels, participate in conversations with scientists and/or judge. *For more information on this committee, contact Billie Swalla [bjswalla@uw.edu] or MaryEllin Robinson [maryell@uw.edu]*

**Sponsor exhibit/booth**
Design UW sponsor booth; determine how to best engage all those who had booths at prior conferences; solicit faculty, staff and students to serve as staff at the booth during the conference; and collect swag for distribution at the booth. *For more information on this committee, contact Dorian Varga [dst@uw.edu] or Jennifer Harris [genoveva@uw.edu]*

**UW visit/field trip**
Work with academic departments and research centers to plan the student field trip to UW; manage logistics including transportation, communication with SACNAS and UW participants; and coordinate planning with Fred Hutch field trip schedule. *For more information on this committee, contact Lisa Peterson [lisapete@uw.edu] or Rory Murphy [rmurphy@uw.edu]*

**UW faculty engagement and faculty recruitment**
Identify faculty who are already key supporters and get them to commit to participate; collaborate with program and booth work groups to identify faculty members who could become key supporters and invite them to serve as reviewers, speakers, booth staff; work with Provost office to develop strategy for recruiting conference attendees and leaders for open faculty positions at UW. *For more information on this committee, contact Carlos Catalano [catalanc@uw.edu] or Mark Orberle [moberle@uw.edu]*

**Events and Protocol**
Planning for the Opening Reception; work with SACNAS leadership and community leaders on Pow wow and Pachanga! Events; identify way to include UW alumni in events and make their participation in the conference more visible (ribbons); work with SACNAS leadership to suggest protocols for including local elders, dignitaries in events and program; and identify local talent who
might be invited to participate in events and programs. *For more information on this committee, contact Rosa Ramirez [rosaelia@uw.edu] or Polly Olsen [polly@uw.edu]*

**Campus promotion and communication**

Map conference schedule to opportunities for participation, activities and goals; work with OMAD web staff on content needed to keep the website refreshed; develop correspondence to go to campus chairs, deans, research centers soliciting funding and participation; manage communication with Fred Hutch planning group; manage communication with many constituencies about upcoming opportunities and conference events (including diversity programs, research centers, community groups, etc). *For more information on this committee, contact Julia Parrish [jparrish@uw.edu] or Kathy Bracy [krb@uw.edu]*

**Community Day / Community engagement**

Solicit ideas for day and work with SACNAS staff to plan and implement; identify select community partners and invite to all social events; identify community partners who might want to work or be involved in community day activity; identify science community partners who might be involved in conference and community day. *For more information on this committee, contact Veronica Guajardo [vero2@uw.edu] or Eric Chudler [chudler@uw.edu]*

**Sustainability**

Work with SACNAS leadership to implement sustainability in conference; and raise awareness about opportunities to better manage the conference footprint. *For more information on this committee, contact Amanda Bruner [ambruner@uw.edu] or Michelle Hall [hallm@uw.edu]*