

**Cancer Biology Annual Retreat &  
Cancer Biology Training Consortium Annual Meeting**

**Retreat Planning Committee Timeline**

	<u>for 2018 Retreat</u>	<u>for 2019 Retreat</u>
Fall 2017 (Annual Retreat)	Select 2018 venue Select 2018 host	Select 2019 East Coast host
November	Announce 2018 'Save the Date' November RPC conference call	List of potential 2019 venues
December	- no RPC meeting -	Schedule site visits
January	Send NCI invitation letters January RPC conference call	Conduct site visits
February	February RPC conference call Confirm invited speakers	Conduct site visits
March	March RPC conference call Confirm invited speakers	Conduct site visits
April (Board Meeting)	Update to Board April RPC conference call	Select 2019 venue and dates Announce 2019 'Save the Date'
May	1 <sup>st</sup> - Retreat online registration opens May RPC conference call	
June	1 <sup>st</sup> - Release final agenda June RPC conference call	
July	July RPC conference call	
August	August RPC conference call	
Fall 2018 (Annual Retreat)		Select 2020 West Coast host