

Cancer Biology Annual Retreat

& CABTRAC Annual Business Meeting

Sun - Mon - Tue



Sample Agenda

BOARD ARRIVAL DAY – Saturday (No events scheduled)

MEMBER ARRIVAL DAY – Sunday

8:00 am – 12:00 pm Executive Committee Meeting(s)
Afternoon Hotel check-in begins/Registration desk opens
5:00 pm Welcome Reception
6:00 pm Dinner & Keynote Speaker

SECOND DAY – Monday

6:00 am - 8:00 am Breakfast
8:00 am General Session begins - *welcome followed by first talk/presentation*
9:00 am Breakouts - 3 concurrent, total 9 slots
12:00 pm Working Lunch
1:00 pm Formal/Podium Trainee Presentations
Free afternoon
5:00 pm Speed Mentoring
6:00 pm Dinner
8:00 pm Poster Session & Wine Bar

LAST DAY - Sunday

6:00 am - 8:00 am Breakfast
8:00 am General Session - *first talk/presentation*
9:00 am *General talk or panel, or separate sessions for faculty and trainees*
10:00 am Committee Reports
11:00 am Closing Keynote presentation
12:00 pm Meeting adjourns/Departures

COMPONENTS:

BREAKOUTS:

Curriculum Development	Medical School Curriculum	GS/PD Workshop
Enhancing Diversity	Post Doc Training	GS/PD Workshop
T32 Workshop (NCI)	Institutional Training Grants	GS/PD Workshop

INVITED SPEAKERS:

Keynote (Sunday evening)
Opening presentation (Monday morning)
Closing presentation (Tuesday morning)

TRAINEE SESSIONS:

Speed Mentoring
Formal/Podium Presentations
Poster Session
Breakout Workshops