Publicity and Other Services Available for Branch Meetings – Provided by ASM National

PUBLICITY SERVICES

➢ E-mail Announcements/Mailing Labels for ASM Members:
ASM can provide Branches with mailing lists or labels for all ASM members who reside in a particular Branch area. ASM can also send bulk e-mail meeting announcements on behalf of Branches to ASM members within the Branch area. In order to send a bulk e-mail, a Branch must provide text and a subject line for the message, and the message must include the name and contact information of a Branch officer or other volunteer. Please contact Anne Dempsey at adempsey@asmusa.org to take advantage of these services.

➢ Student and Postdoctoral Chapters:
ASM can also provide Student and Postdoctoral Chapters with information about upcoming Branch meetings in their area. Please contact Anne Dempsey at adempsey@asmusa.org to arrange an e-mail announcement for Student and Postdoctoral Chapters.

➢ Branch meeting information on the ASM Branch Meetings Calendar:
Branches can post information about upcoming Branch meetings on the ASM Branch Meetings Calendar (http://www.asm.org/index.php/component/content/article/73-membership/branches/972-branchmeetingscalendar). To post information about a Branch meeting, please contact Anne Dempsey at adempsey@asmusa.org with the following information:

- Meeting date
- Meeting location
- Meeting topics/speakers
- Contact (name, phone, fax, e-mail)
- Website for meeting/registration information

➢ Microbe Magazine
If you would like to submit a meeting notice to Microbe magazine, contact Patrick Lacey (placey@asmusa.org) for guidelines and information on deadlines.

OTHER MEETING-RELATED SERVICES

➢ Complimentary ASM Student Memberships:
ASM provides up to four complimentary ASM student memberships per Branch per year. In past years, these memberships have been used by Branches as awards for achievement, as recruitment tools, as science fair prizes, etc. For information on obtaining the memberships, contact Renee Hunter at rhunter@asmusa.org.

➢ ASM Press Discounts at Branch Meetings:
Branch meeting organizers may purchase ASM Press products to be used as awards, gifts and prizes at Branch Meetings at a 25% discount off the list price. Please submit order details, including complete title, ISBN, shipping, and payment information, to Courtenay Brown at ASM Press by telephone, (202) 942-9316; by fax, (202) 942-9342; or by email, csbrown@asmusa.org. Please allow 7-10 business days for shipping.

➢ Speakers Bureau (Career-Related):
The ASM Speakers’ Bureau (administered through the Professional Practices Committee) is a group of microbiologists and immunologists (including experts in the clinical laboratory and industries such as biosafety, food, medical device, and pharmaceuticals) who can participate in your Branch and/or local Student Chapter meetings (virtually or in person) to discuss their careers in microbiology. The
purpose is to educate students about the many microbiology-related career opportunities. For more information: http://www.asm.org/index.php/speakers-bureau

ASM Officer Travel to Branches:
Branches have the opportunity to invite ASM officers to their Branch meetings. Travel costs may be covered by ASM, if approved in advance. Funding for ASM officer travel is separate from the American Society for Microbiology Distinguished Lecturer (ASMDL) Program. Thus, if an ASM officer speaks at a Branch, its allocation of lecturers under the ASMDL program will not be affected.

Please be sure to contact the officers well in advance of the meeting so that they can seek budget approval from ASM National and make appropriate scheduling adjustments. Additional guidelines exist. Please contact Anne Dempsey at adempsey@asmusa.org for complete information on parameters for officer travel to Branch meetings.