



## ***CMD Student Satellite Symposium:***

### ***Guidelines and Invitation for Proposals***

The *Comparative Morphology & Development* (CMD) section (*Canadian Society of Zoologists*, CSZ), invites proposals from graduate and postdoctoral students for a *CMD Student Satellite Symposium* at the annual CSZ meeting. Proposals are invited on any subject area embraced by the CMD section; the section includes 'zoologists and paleontologists who work on morphology (functional or comparative), larval biology, development, and developmental evolution, and particularly those who work at the interfaces between development, morphology and evolution'.

**DEADLINE FOR SUBMISSION:** Please contact the current CMD Section Chair (<http://www.biology.ualberta.ca/CMD/home.htm#executive>).

(Pour recevoir cette information en français, s'il vous plait contact Rich Palmer rich.palmer@ualberta.ca)

Thanks very much/Merci beaucoup,  
Rich Palmer, Secretary General  
Comparative Morphology & Development section of CSZ  
rich.palmer@ualberta.ca  
<http://www.biology.ualberta.ca/CMD/home.htm>

#### ***STUDENT SATELLITE SYMPOSIUM FORMAT***

The symposium will include one distinguished speaker to give the opening presentation (30 min.) and three or four 15-min. presentations **by graduate students/postdocs**. It will be scheduled during one of the contributed paper time slots. All the presentations will be on a theme appropriate to the CMD section and identified by the title of the symposium.

#### ***STUDENT SATELLITE SYMPOSIUM FUNDING***

**Distinguished speaker:** The CMD section will reimburse the full meeting expenses (travel, accommodation, meals, registration, etc.) for the distinguished speaker who leads off the Student Satellite Symposium **up to a maximum of \$1500 CDN**, upon submission of receipts to the CMD Secretary General.

**Graduate student/postdoc presenters:** The CMD section will reimburse the registration fees for all graduate student/postdoc presenters (**at the graduate students/postdoc rate**) upon submission of receipts to the CMD Secretary General. Remaining meeting expenses (travel, accommodation, meals, etc.) are the responsibility of the student presenters.

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### **WHY ORGANIZE A *STUDENT SATELLITE SYMPOSIUM*?**

This satellite symposium offers a glorious opportunity for the student organizer:

- 1) to invite a high-profile speaker in a subject area of the organizer's choice (all travel and meeting expenses of this invited speaker (see above) will be paid by the CMD section).
- 2) to invite 2-3 additional student/postdoc speakers whose work they like or admire; meeting registration fees for each invited student speaker will be paid by the CMD section (see above).
- 3) to speak themselves in this high-profile satellite symposium, which will be advertised in advance of the meeting; meeting registration fees of the organizer will be paid by the CMD section (see above).
- 4) to become known as one of the next generation of leaders in Comparative Morphology & Development in Canada.

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### ***STUDENT SATELLITE SYMPOSIUM PROPOSAL***

To propose a *Student Satellite Symposium*, please e-mail the following to the current CMD Section Chair (<http://www.biology.ualberta.ca/CMD/home.htm#executive>) before the deadline:

- 1) Proposed title of the satellite symposium and a brief (1 paragraph) description of why you feel this subject is worthy of consideration as a satellite symposium.
- 2) Name, job title, organization, and e-mail address of the proposed distinguished speaker
- 3) Subject area of proposed distinguished speaker's talk.
- 4) Your (the organizer's) current student status (M.Sc., Ph.D., postdoc).
- 5) Subject area of the 15-min. talk that you (the organizer) intend to give as a participant in the satellite symposium.
- 6) Names, organizations, research subject areas, current student status (i.e., M.Sc., Ph.D., postdoc), and e-mail addresses of 2 or 3 potential student or postdoc contributed speakers (15 min. presentations).

You will be notified whether your satellite symposium has been selected typically within two weeks of the submission deadline.

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### **SYMPOSIUM ORGANIZER'S RESPONSIBILITIES**

- 1) Submit proposal for a satellite symposium (above).
- 2) If the proposal is approved, then:
  - send a formal invitation to the distinguished speaker and request title of talk
  - send formal invitations to student/postdoc speakers and request titles of talks
  - send final title of symposium, and names, organizations, e-mail addresses, talk titles and abstracts of all confirmed speakers, to the current CMD Section Chair (<http://www.biology.ualberta.ca/CMD/home.htm#executive>).
- 3) Organize the order of presentations of the student speakers in the satellite symposium.
- 4) Chair (or delegate a chair) to run the satellite symposium at the CSZ meeting.