

## Hosting a Regional SEA Symposium

### Overview

More and more SEA schools are coming together to host regional SEA symposia. These meetings offer many benefits, including more opportunities for students and faculty to network, collaborate, and present their research.

### HHMI Support:

Typically, HHMI provides up to \$1,000 to support a regional meeting. This amount, however, may be higher depending on the size of your meeting and the use of funds. Please contact Vic Sivanathan at [sea@hhmi.org](mailto:sea@hhmi.org) for additional information about the financial support. When possible, the SEA Team would be delighted to join your meeting.

### Considerations for Hosting

Below is a list of considerations and recommendations as you plan for your regional symposium.

- **Participants:** Identify SEA faculty from nearby SEA institutions that may be interested in co-hosting and/or participating in a regional symposium. Remember, especially for our colleagues out West, a regional meeting can be as small as 2 SEA institutions coming together. A list of SEA institutions, sortable by location, is available at [www.seaphages.org/institutions](http://www.seaphages.org/institutions). The hosting institution should determine the number of participants that can be accommodated for the meeting, reserving appropriate space for talks, posters, meals, and other planned activities.
- **Date and Time:** Begin planning early. Set a date for the meeting, taking into consideration when students will have gathered sufficient data to present or to work on collaboratively, as well as end of year events, including final exams, the Annual SEA Symposium, and the summer break. Start and end times for the symposium should accommodate travel time to and from the meeting.
- **Agenda:** Past regional meetings have included a keynote presentation by an invited speaker, talks by SEA faculty, talks and posters by individual and/or teams of students, poster sessions, and activities such as a Genome Annotation Hackathon. Poster sessions and breaks are great opportunities for students to interact and network. A list of previous regional meetings are listed at <https://seaphages.org/meetings/>

### To Apply

As you begin planning, please contact us (Vic Sivanathan & Billy Biederman) at [sea@hhmi.org](mailto:sea@hhmi.org) for additional information about the financial support, and to post your meeting on [seaphages.org](http://seaphages.org).