

AIPG Technical Conference Policy

AIPG technical conferences are intended to be a venue for the exchange of information and training. They also increase visibility of AIPG at the section and national levels. Technical conferences will be under the organizational and financial authority of AIPG headquarters.

The objective of the Institute's Technical Conferences are to:

1. Generate revenue to support the AIPG mission.
2. Provide an opportunity to reach out to non-members, especially colleagues in sister societies, universities, industry, and government.
3. Provide programs for continuing education by means of speakers, workshops, symposia, and courses.
4. Provide a forum for members to interact and exchange ideas.
5. Provide opportunities for field trips and social events for all attendees.

AIPG National Headquarters:

1. Has exclusive authority for all financial decisions and commitments including all contracts.
2. Will set the actual dates and venue for the conference.
3. Will negotiate all hotel contracts.
4. Will provide programs and meeting registration packets.
5. Will manage all aspects of registration including all financial transactions.
6. Will organize and conduct a formal marketing program to procure financial sponsorships for each event and for the overall conference.
7. Will develop advertising, sponsorship forms, exhibitor forms, and registration forms for the conference.
8. Will send out call for abstracts and maintain abstract submittals. Notify authors of technical review committees accept/reject decisions.
9. Will organize the program within the hotel.
10. Will develop all meeting lists and badges.
11. Will arrange for all transportation as it relates to field trips and social events including negotiating contracts and paying deposits.
12. Will manage on-site registration including the distribution of badges, registration packets, and processing of on-site payments.
13. Will have final authority on all decisions.

The Section will:

1. Assist in identifying key speakers to participate and present.
2. Review submitted abstracts.
3. Assist with moderating the sessions.
4. Promote the meeting on the section level and to the geologic community at large.
5. Assist National in identifying and procuring sponsors and exhibitors.

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6. Work cooperatively with AIPG National and take no actions independent of National.
7. Receive a percentage of the profits due to AIPG after all expenses and revenue sharing with other partners according to this formula:
 - Section receives \$500 for AIPG profit share between \$5,000 to \$10,000.
 - Section receives \$1,000 for AIPG profit share between \$10,001 to \$15,000.
 - Section receives \$1,500 for AIPG profit share between \$15,001 to \$20,000.
 - Section receives \$2,000 for AIPG profit share between \$20,001 to \$25,000.
 - Section receives \$2,500 for AIPG profit share between \$25,001 to \$30,000.
 - Section receives \$3,000 for AIPG profit share between \$30,001 to \$35,000.
 - Section receives \$3,500 for AIPG profit share between \$35,001 to \$40,000.
 - Section receives \$4,000 for AIPG profit share between \$40,001 to \$45,000.
 - Section receives \$4,500 for AIPG profit share between \$45,001 to \$50,000.