



2nd International Steering Committee meeting  
30<sup>th</sup> January to 1<sup>st</sup> February 2015 Yasmine Hammamet - Tunisia

**Objectives:**

- I. Review progress on ICASA 2015 preparations and provide input where needed
- II. Review Scholarship criteria
- III. Review Conference Programme Committees membership and visions
- IV. Decide topics and speakers for Plenary, Opening and Closing sessions
- V. Put forward programme recommendations to Programme Committees

**Chairs:**

Dr. Ihab AHMED: President, Society of AIDS in Africa (SAA) / Chair of ICASA 2015  
Prof Kamoun Rhida, Co-chair of ICASA 2015

**Proposed Agenda:**

Day 1: 30 <sup>th</sup> January 2015		
Time	Activities	Discussion Lead
9:00	Registration of participants	Secretariat
9:15	<b>Opening Session</b> - Welcoming address - Opening remarks - Introduction of participants - Endorsement of the agenda	Pr Med Ridha Kamoun Dr Ahmed Ihab
9:45	<b>Session 1: Update from Secretariat</b> Presentation on developments and progress to date followed by Q&A	Mr Luc Bodea
10.30	Break	
11.00	<b>Session 2: ICASA 2015 Budget</b> Presentation of the budget & financial procedure , Q & A	Dr Ahmed Ihab
12.00	<b>Session 3: Marketing &amp; Fund raising</b> Presentation of the Marketing strategy , follow by Q & A	Pr Med Ridha Kamoun
12.30	Lunch	
14.00	<b>Scholarship update</b> Presentation of the scholarship criteria , follow by Q & A	Mr Bilel Mahjoubi
15.00	<b>Session 4: Program Update</b> Report back from Abstract driven session	Pr Seni Kouanda Pr Mohamed Chakroun
15.45	Break	
16.00	<b>Session 5: Decision on Plenary Session</b> Proposal presented by Program chairs followed by group discussion and decision	Dr Ahmed Ihab Pr Med Ridha Kamoun
17.00	<b>Session 6: Decision on Opening and Closing Ceremony</b> Review followed by group discussion and decision	Dr Ahmed Ihab Pr Med Ridha Kamoun
18.15	Review and wrap up of Day 1	Dr Ahmed Ihab Pr Med Ridha Kamoun
Day 2: 31 <sup>st</sup> January 2015		
9.00	<b>Session 7: Review of outstanding themes and/or speakers to be incorporated elsewhere in the program</b> Review followed by group discussion and recommendation	Dr Ahmed Ihab Pr Med Ridha Kamoun
9.30	<b>Session 8: Decision on Special session , non- abstract driven &amp; workshop</b> Proposal presented by Program chairs followed by group discussion and decision	Scientific Chair Leadership Chair Community committee Chair
10.30	Break	
11.00	<b>Session 9: Presentation of the venue of the conference</b> Hammamet Conference center Administrator with the Conference Director	
12.30	Lunch	
14:00	<b>Session 10: Review of upcoming milestones and meetings</b>	Conference Chair and co-chair + facilitator
14:30	<b>Session 11: Evaluation of the ICASA 2015 2<sup>nd</sup> steering Committee meeting</b> Evaluation form to be filled by participant	Secretariat
14:45	<b>Closing Session</b>	Dr Ahmed Ihab Pr Med Ridha Kamoun