II BIODIVERSITY CONSERVATION CONGRESS FOR THE ANDES AND AMAZONIA

IV ECUADOREAN CONGRESS OF BOTANY

August 25-30, 2003

ORGANIZERS

FUNBOTANICA
Fundación Ecuatoriana para la Investigación y Desarrollo de la Botánica

Universidad Técnica Particular de Loja

Universidad Nacional de Loja

FUNBOTANICA
Universidad Técnica Particular de Loja
Herbario Reinaldo Espinosa, Universidad Nacional de Loja

Third Letter
April 2003

LOCATION: Universidad Técnica Particular de Loja
ADDRESS: San Cayetano Alto s/n°
Loja - Ecuador

www.biodiversidad2003.org
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Dr. Henrik Balslev, Aarhus University, Denmark
Dr. Thomas Croat, Missouri Botanical Garden
Dr. Calaway Dodson, Museo Ecuatoriano de Ciencias Naturales
Dr. Robin Foster, The Field Museum, USA
Dr. Gunnar Harling, Goteborg University
Dr. Peter Jorgensen, Missouri Botanical Garden
Dr. Simon Laegaard, Aarhus University, Denmark
Dr. James L. Luteyn, The New York Botanical Garden
Dr. Jens Madsen, Aarhus University, Denmark
Dr. David Neill, Missouri Botanical Garden
Dr. Benjamin Ollgaard, Aarhus University, Denmark
Dr. Henrik Borgtoft Pedersen, Enhance Research Capacity, Denmark
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FUNDACYT
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Ilustre Municipio de Loja
Ministerio del Ambiente

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Biology Institute Aarhus University, Denmark
International Association for Plant Taxonomy (IAPT)
Missouri Botanical Garden, USA
German Research Program (DFG)
Bayreuth University, Germany
BACKGROUND

The Ecuadorian Foundation for the Research and Development of Botany "FUNBOTANICA", is a non lucrative NGO, legally established in 1991 which main purpose is to promote and diffuse the botanical research in Ecuador. Currently, located in Loja, where it works with the Reinaldo Espinosa Herbarium at Loja’s National University. FUNBOTANICA organized the three former Ecuadorian botanical meetings.

Universidad Técnica Particular de Loja is an autonomous institution established in 1971, under the laws and statements of the National Universities and Politechnical Schools Council as well as its Constitution letter, its main goals are to search the truth and develop Christian humanist values; to educate professionals with high scientific, technical and humanistic quality, and to develop technological, scientific and social research oriented to the development of the Ecuadorian south region.

This event is directed to students, researchers and professionals in the field of biodiversity both national and international, concerned with conservation and resource management in the Andes and Amazonia.

GOALS

This event main goal is to diffuse the Andes and Amazonia biodiversity scientific knowledge, focussing in threatened ecosystems conservation. Furthermore, the meeting offers the possibility to the different actors to share and discuss more effective strategies of co-operation between science, NGOs and communities for the future sustainable development.

PRELIMINARY PROGRAMM

The meeting will include 40 minutes’ lectures with a 10 minutes period for discussion after each, 15 minutes’ oral presentations and billboard sessions. Besides this there will be several posters exhibitions, specialists meetings, herbarium visits and field trips to the Botanical Garden and both Amazonian and Andean localities in the Loja area.

Official language: Either Spanish or English can be used for the presentations and abstracts.

Lectures

- “Importance of paramos: flora examples at regional and local level”. Dr. Carmen Ulloa, Missouri Botanical Garden, United States.
- “New angiosperms classification”. Dr. Henrik Balslev, Aarhus University, Denmark.
- “Flora of the Condor Cordillera in the Ecuadorian-Peruvian border and its biogeographical bonds with the Venezuelan Guyana region”. Dr. David Neill,
• “German research programs related to the understanding and conservation”. Prof. Erwin Beck, Bayreuth University, Germany.
• Tree diversity in tropical forests. Dr. Renato Valencia, Fundación para la Ciencia y la Tecnología (FUNDACYT).
• “Universidad Técnica de Loja’s vision in the Ecuadorian biodiversity administration”. Dr. Luis Miguel Romero, Universidad Técnica de Loja, Ecuador.
• “Flora, vegetation and regeneration processed in tropical mountain forest of southern Ecuador and East Africa: a comparison”. Dr. Rainner Bussmann, Bayreuth University, Germany.

Satellite meetings
• Botanical gardens national web
  Co-ordinator: Ing. Rodrigo Solano (Reinaldo Espinosa Botanical Garden)
• Herbarium curators
  Co-ordinators: Dr. David Neill (MO) & M.Sc. Homero Vargas (QCNE)
• Latin-American Association of Botany (ALB)
  Dr. Marcia Peñafieli (Alianza CDC-Jatun Sacha)
• FUNBOTANICA General Assembly
  Co-ordinator: M.Sc. Pablo Lozano (LOJA Herbarium)
• Meeting of the German Research Program in South Ecuador (DFG)
  Co-ordinators: Prof. Dr. Erwin Beck & Dr. Rainer Bussmann (Bayreuth University, Germany)
• The Herbolaria Situation in Ecuador
  Co-ordinators: Dr. Montserrat Rios & Lic. Ximena Buitrón (TRAFFIC South America)

CONGRESS TOPICS

Distinguished national and international researchers participate with different lectures, creating a space to establish and strengthen bonds between the scientific community members and value its contribution to the society, building up bridges within the different ranges of knowledge from traditional wisdom to occidental science. The main topics to be developed are:
• Biodiversity, Conservation and Sustainable Management
• Ecology and Geographic Information Systems
• Wetlands and Aquatic Plants
• Biogeography and Phytogeography
• Taxonomy and Systematic
• Flora of Ecuador
• Ethnobotany and Economic Botany
• Molecular Biology and Genetics
• Environmental Education

REGISTRATION

Registrations are opened to researchers, teachers, technicians, students and professionals interested in Biological Sciences and related areas.

Registration fee includes the participation in the various meetings and the book of abstracts.

The proceedings volume will be available two years after the congress in both digital and written versions and they will be free for the authors and a cost of $10.00 for other participants.
The closing dinner will have an additional cost.

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<tr>
<th>REGISTRATION FEES</th>
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<tr>
<td>June 30</td>
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<td>National Students not members of FUNBOTANICA</td>
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International registrations will be received through “FUNBOTANICA congress” account at Citibank #: 36148584, Swift Code LOJBECEL, Check account Banco de Loja number: 2900353183.

Payments in Ecuador could be done at Bank de Loja, account #: 2900353183 through Banco del Pichincha.

Money transfers in Europe may be done to Dr. Rainer Bussmann’s account at Citibank Duesseldorf BLZ (Bank Code 30020900) Account # 300567 1585.

Payments in USA may be done by check to Bussmann/Gilbreath 220 Guittard Waco, TX 76706.

**SCHOLARSHIPS IN ECUADOR**

FUNBOTANICA has available 15 scholarships for students and in some cases some transport assistance inside the country.

Interested participants should send the abstract, CV, cover letter, an advisor recommendation letter and a certificate of the coursing year.

The documents should be sent to:
Dipl.Blgo. Stefano Torracchi: jstorracchi@utpl.edu.ec
Blgo. Felipe Serrano: fserrano1_@hotmail.com

**Note:** the application due date is: May 30, 2003.

**ABSTRACT PRESENTATION**

The abstract must include the study goals, main results and conclusions, do not include bibliographical references. Please add five key words not included in the title.

The text must be clear and in third person.

The due date for the abstracts reception is May 30, 2003. Only two presentations per author will be accepted.

Abstracts may be presented in Spanish or English under the following format:

1. Configure the page in A4 format.
2. Use WORD format for Windows or RTF, using Arial12 points and double space.
3. 2.5 cm margins on each side.
4. Title in bold and center and no subtitles.
5. The author name in the left margin in bold type.
6. Under the name, the e-mail, address and institution
7. Scientific names should be written in italics.
8. Abstracts exceeding 250 words will not be accepted.
9. Send four copies of the abstract to the following address: biodiversidad2003@utpl.edu.ec jstorracchi@utpl.edu.ec
POSTER’S FORMAT
Posters could be presented in Spanish or English with the following format:
1. The poster’s size can not exceed 90 x 120 cm.
2. The title should be centered and in upper case letters.
3. Authors’ names should be located at the left margin or centered in lower case letters.
4. Under the name, the e-mail, address and institution.
5. Scientific names should be written in italics.
6. The poster’s text should focus the study goal, introduction, methods, results, and the main conclusions and could include relevant bibliographical references.
7. The posters will be evaluated by a scientific committee for each area and the winners will receive a prize at the end of the meeting.

TRAVEL INFORMATION
International participants are advised to arrive to Quito’s Mariscal Sucre Airport, where the official travel agent from Advantage Travel could make the local travel arrangements and accommodations.
There are daily flights from Quito to Catamayo airport (35 km from Loja) at 6:00 AM and 17:00 PM. The flight takes 45 minutes and the round ticket cost US $100.oo. 
Important notice: Reservations and payments (see reservations forms) must be made in advance with the travel agent, due to the limited seat availability.

THE CITY OF LOJA
Loja is a 118,000 inhabitants city and is the capital of the Loja Province located at 2,100 meters above sea level, 65 km from the Amazonia.
The German scientist Alexander Von Humboldt visited the area in 1802 and described it as the Ecuadorian garden.
Currently the province has been recognized by its biological value. In 1982 The Podocarpus National Park was established in the mountains nearby belonging to the Central Andes Cordillera.
Congress headquarters: Universidad Técnica de Loja is located in the northeast of Loja with adequate installations that include 50 computers with Internet service, restaurant, cafeteria and board.
Phone: 593-07-570 275, Ext. 505 ó 534
FAX: 593-07-584 893
Website: www.utpl.edu.ec
Available equipment for the participants: Data show, slide projector, overhead projector and audiovisual systems.
Electrical output: 110 / 120 volts AC 60hz
Local Time: GMT-5 (Galapagos GMT-6)
Weather: The average temperature in August is 16°C during the day and 8°C at night.

TOURIST ATTRACTIONS
In the Loja Province there are several places with unique landscapes and biological and ethnical diversity which we invite you to visit.

Vilcabamba
Is a small city at 1600 meters above sea level, with a dry subtropical weather, famous by its people extreme longevity (of more than 100 years). In this mysterious enclosure between mountains you will find absolute peace, fresh air, revitalizing waters for both body and mind.

**Saraguro**
Is a 2,000 inhabitants indigenous village, surrounded by indigenous communities with more than 15,000 inhabitants, whose traditional outfit is all black in sign of mourn for the Inca Atahualpa. Their origin is unknown, but some believe they arrived to Ecuador from Bolivia during the Inca empire.

**Podocarpus National Park**
Is one of the more diverse natural areas in the world with a very rich diversity, including more than 560 species of birds. The Park is located between the provinces of Loja and Zamora, has an extension of 146,280 hectares. The ecosystems represented in the area vary from tropical rain forest to paramo, each with a representative and endemic rich flora and fauna. One of the most outstanding ecosystems in the Park is the dwarf forest.

**ACCOMMODATIONS**
Reservations should be made by the web site format and the payments in Ecuador at ADVANTAGE TRAVEL and NEBLINA FOREST.

Prices shown per room and night include taxes but not breakfast.
The web site will be updated with the information related to the congress.

**Quito**
Hotel Sebastian ****. Address: Av. Diego de Almagro 822 y Av. Colón
Single room: 60 USD; Double: 80 USD
Master Card, Visa, Diners, Filancard

Hostal Los Alpes ****. Address:: Tamayo 233 y Jorge Washington
Single room: 45 USD; Double: 60 USD
Master Card, Visa, Filancard

Hotel Ambassador ****. Address: 9 de Octubre 1052 y Av. Colón
Single room: 30 USD; Double: 40 USD
Master Card, Visa, Diners, Filancard

**Loja**
Hotel Bombuscaro. Address: 10 de Agosto y Av. Universitaria
Phone: 593-7-577-021; Fax: 593-7-570-136.
Presidential Suite : 91,50 USD; Suite: 82,30 USD; Single room: 40,26 USD; Double: 58,56 USD; Triple 73,20 USD

Grand Hotel Loja. Address: Iberoamérica y Rocafuerte
Phone: 593-7-575-200, Fax: 593-7-575-202.
Presidential Suite: 61,00 USD; Suite: 51,24 USD; Single: 29,28 USD; Double: 41,48; Triple: 51,24 USD

Libertador. Address: Colón 14-30 y Bolivar
Phone: 593-7-578-278, 560-779, 570-344, Fax: 593-7-572-119.
Single room: 51,24 USD; Double: 67,10; Triple: 74,42 USD
Ramsés. Address: Colón 14-31 y Bolívar
Phone: 593-7-571-402, 579-868.
Single room: 20.74 USD; Double: 30.50; Triple: 40.26 USD

Vilcabamba. Address: Av. Iberoamérica y Pasaje la FEUE
Phone: 593-7-573-393, 573-645; Fax: 593-7-561-483.
Single room: 20.00; Double: 27.00; Triple: 32.00

Hostal Aguilera Internacional. Address: Sucre 01-08 y Emiliano Ortega
Phone-Fax: 593-7-584-660, 572-892, 572-461, 572-894.
Single room: 18.30 USD; Double: 25.62; Triple: 32.94

Acapulco. Address: Sucre 07-61 y 10 de Agosto
Phone: 593-7- 570-651, 570-199; Fax: 593-7-571-103.
Single room: 14.64 USD; Double: 24.64 USD; Triple: 36.60 USD

Podocarpus. Address: José Antonio Eguiguren 16-50 y 18 de Noviembre.
Phone-Fax: 593-7-579-776, 584-912.
14 USD per person

Hostal Delbus. Address: Av. 8 de Diciembre, frente al Terminal Terrestre.
Phone-Fax: 593-7-575-100, 572-297.
13 USD per person

Saraguros. Address: Av. Universitaria y 10 de Agosto
Phone: 593-7-560-521, 570-552, 570-028.
12 USD per person

**TRAVEL AGENCIES**

**Quito**
Advantage Travel
e-mail: advantagetravel@andinanet.net
Fax: 593-2-2437-645

Neblina Forest
e-mail: nforest@q.ecua.net.ec
Phone: 593-2-2460189

**Guayaquil**
Ecuadorian Tours
e-mail: ectours@gye.satnet.net
Phone: 593-4-2287-111

**Loja**
Aratinga Aventuras
e-mail: jatavent@cue.satnet.net
Lourdes 14-80 y Sucre
Phone-Fax: 593-7-582-434

Biotours
e-mail: biotours@loja.telconet.net
José Antonio Eguiguren y Olmedo
Phone-Fax: 593-7-574-696
Blaue Berge
e-mail: sisacuna_blaueberge@hotmail.com
Mercadillo 13-83 y Bolivar
Phone: 593-7-570-334, Fax: 586-805
GUIDELINES FOR PAPERS' SUBMISSION

The participants in the meetings are invited to submit their manuscripts in either Spanish or English. In order to speed up the editing process and publishing, authors must follow these guidelines. Manuscripts that not follow the guidelines will be rejected or return to the authors for correction before any decision is taken as to their acceptance for publication.

Submission
1. Manuscripts must be submitted in triplicate one original and two copies no later than August 30, 2003.
2. Manuscripts should be submitted to one of the following:
   M.Sc. Pablo Lozano, FUNBOTANICA
   Ing. Hernán Lucero, Universidad Técnica Particular de Loja
   Dipl.Blgo. Stefano Torracchi, Universidad Técnica Particular de Loja

Technical requirements
3. Use A4 paper (or 8.5” x 11”) and write only on one side of the paper.
4. All text, including figure captions, table headings, tables, etc., should be double space.
5. Use a laser printer to make a clear text.
6. Leave at least 2,5 cm margins on all sides.
7. Number all pages in the upper right-hand corner including title page, text, tables, figure captions, etc. Put the name of the author or first author before the page number: “Fulano p. 1” or “Arias et al. P. 1”.
8. Submit all illustrations mounted on carton preferably the same size of manuscript paper (A4 o 8.5” x 11”). The illustrations should be number consecutively. On the back side of each illustration the name of the author, entitle of paper should be indicated. Each of the three copies of the manuscript submitted should be accompanied with photocopies of the illustrations, numbered in the front side.

Disks
9. If possible manuscript should be accompanied with an electronic version of it. Preferably in WINDSOWS WORD
10. The disk should be labeled with: a) author’s name, b) date the manuscript was copied onto the disk, c) the manuscript title, d) the software used (incl. version), and e) the operating system used Ex.: “Microsoft Word in Macintosh”.
12. If submitting an electronic version this must be an accurate copy of the manuscript, and not a former or new version.
13. When presenting an electronic version you should not attempt to design the text. Use 12 points letters all throughout the text, avoid using bolds, italics and whole words in upper cases in both the title and the text. Do not justify the right margin. The only formatting requested is that Latin names of organisms and titles of works included in the Literature Cited section should be underlined.
14. Use only one (1) space after periods, colons and question marks.
15. Use “enter” only at the end of paragraphs, titles, headings, etc. Let the word processing program break the lines in other places.
16. Use a tab stop to indent each new paragraph. Do not indent the first paragraph after a heading or subheading.
17. Do not center headings or subheadings: let them stay flush left.
18. Tables should be created in the same program used for the text, but they must be stored on a separate file on the disk. Use tab stops, not space, for creating columns. Remember that the final size of the printed pages will be 11 X 15 cm, so your tables should be designed to fit into that space in the final typesetting.

Parts of the manuscript
19. The manuscript should not exceed 5,000 words. It should include some or all of the following elements:

- Title page
- Resumen
- Abstract
- Introduction
- Materials & Methods (incl. Study area)
- Results
- Discussion
- Acknowledgements
- Literature Cited
- Figure Captions
- Table headings

Each of these should start a new page in the manuscript.

20. The Title page should include the following information: a) the title of the paper, b) The full name of the author(s), c) Current author(s) address including phone, fax and e-mail, and d) If there is more than one author, indicate to whom the correspondence should be sent.

21. The Resumen and Abstract should be respectively in Spanish and English in all manuscripts. The Resumen and Abstract should consist of a single paragraph, short and concise (no more than 250 words) and summarize the results of the paper. They should be informative and not indicative, for instance say “In Ecuador all species of Juncaceae grow between 1000 and 4500 meters altitude, most of them above 2500 meters” which is informative. Do not say “The altitudinal limits of Ecuadorian species of Juncaceae are discussed and their limits are given” which is indicative.

22. The Introduction, Materials & Methods, Results and Discussion sections of the papers may in some cases be better divided differently. If the paper describes a study carried out in a particular area, this should be described in a subheading under Materials & Methods. Results and Discussion may in some cases be combined.

23. Collect all acknowledgements under a single paragraph and keep them short.

24. The Literature Cited section should include all publications referred to in the text. It should not include unpublished reports or other sorts of unavailable information. Thesis should be cited only when available in a library. In the text references should follow the “name-and-date system”, for instance: Laegaard (1992); Olesen & Balslev (1990); Van der Maarel et al. (1987); Whitmore (1984). Two or more references cited in the same place in the text should be arranged first alphabetically and then chronologically.

25. In the Literature Cited section, the titles and journals names must be underlined and will appear in bold in the final edition. References with two or more author should be arranged first alphabetically and then chronologically. The names of cited journals should be given in full.


26. The sections Figure Captions and Table headings should both start on a new page. Number the figures consecutively with Arabic numerals (1,2,3,...) in the order they should appear in the text. Number consecutively the tables with roman numbers (I,II,III,IV,...) in the order they should appear in the text. When writing figure captions and table headings, make sure each is understandable without reference to the text.

Preparation of Figures

26. Figures may consist of line drawings, maps, or half tone black and white photographs.
27. All figures should be mounted on carton, preferably on the same size as the manuscript paper (A4 or 8.5” x 11”).
28. Do not combine photographs and line drawings in the same figure.
29. Design figures so they will eventually fit the final size of the book (11 x 15 cm). Make sure that the lettering or details have proper size so they will not be illegible when reduced to that size (numbers, letters, and symbols should be at least 1.5 mm high after the illustrations have been reduced to fit the printed page). Ideally, illustrations should be prepared at one and a quarter size of the final publication size, for instance: 13.75 x 18.75 cm to be reduced into 11 x 15 cm.
30. Different elements in the same figure should be lettered a, b, c, d, etc.
31. Photographs should be printed in satin high contrast paper.
32. Lineal drawings and maps should be prepared with black ink or in a high density laser printer.
33. Text in figures and maps should use easily readable lettering, for instance Arial.
34. If figures have been previously used, is the author’s responsibility to obtain permission from the copyright owner if applicable.

**Editorial procedures**

35. When the manuscript has been received by the editors it will be sent out for review by at least three experts in the theme covered in the paper. The reviewers will be asked to comment on the quality of the content of the paper as well as its presentation and adherence to the guidelines. This part of the editorial process may take several months.
36. When the editors have the comments from the reviewers they will decide whether the paper is acceptable for publication in the proceedings volume.
37. If the paper is not acceptable it will be returned to the author.
38. If the paper is acceptable for publication the editors will combine the comments of the three reviewers with their own editorial comments and will return the manuscript to the author. The author must then make the changes. Usually the time given for corrections is no more than a month.
39. When the corrected paper is returned to the editors they will copy-edit and send it to the printer.
40. After the manuscript has been formatted for publication a print out (“page proofs”) will be sent to the author for correction of errors and approval. At this point it will not be possible to make changes to the manuscript, but only to correct errors. The author should return the page proof to the editors within a week or so.
41. The printer will make the needed corrections to the manuscript. If necessary a second page proof may be sent to the author at this point, but usually this will not be the case.
42. The editors will combine all the manuscripts to the final volume of the proceedings of the meetings.

**Final remarks**

43. The speed of publication of a symposium depends on the quality of the collaboration between the authors of the manuscripts, the reviewers, the printer and the editors. Each time one of these collaborators take longer than needed to answer to the request, the entire process will be slowed down.
44. We hope to publish the proceedings within two years of the meeting, but it depends on having the manuscripts on time and on the prompt response of the authors, reviewers and printers along the editing process.