

CSEF Regional Fair Director Meeting
January 14, 2006
Minutes

The meeting was held at NREL in Golden, CO.

Members Present: Lucy Adams (RFD), Sam Bartlett (BOD), Mike Bemski (BOD), Elemer Bernath (RFD), David Clark (BOD), Carol Denning (BOD), Bonnie Hames (BOD), Gina Holland (BOD), David Holm (BOD), Steve Iona, Larry Jakel, Keith Kasunic (BOD), Linda Lung (BOD), Will Mallory (RFD), Kim Melville-Smith (RFD), Robert Morrow (BOD), Jody Oaks (BOD), John Parker (BOD), Judy Prester, Penny Propst, Aaron Reyes (ARFD), Jim Stevens (RFD), Doug Steward, Dan Van Gorp, and Courtney Butler (CSEF Director).

Members Absent: Jennifer Barr (RFD), Dave Barton (BOD), Al Bedard (BOD), John Bennett (BOD), Paul Cheng (BOD), Carol Crossley (RFD), Pat Duran (BOD), Doug Everett, Travis Garouff, Nancy Gettman (ARFD), Joel Gray (RFD), Dean Holtzkamp (BOD), Stephanie Hooker (BOD), Charles Jacob (ARFD), Charles Johnson, A. Bill Kieger (BOD), Janet Klein (ARFD), Vishy Lakshmanan (BOD), Terri Lira (RFD), Stephanie Matlock-Cooley (RFD), Georgia Matteson (RFD), John McConnell, Bev Meier, David Minor (ARFD), Marie Mornis (BOD), Candus Muir (ARFD), Jan Nerger (BOD), Ryan Patterson (BOD), David Pfuhl, Rob Robison (ARFD), Deanna Schrock, Brian Scriber (BOD), Jim Sites, Robin Staker (RFD), Stephen Thompson (BOD), Lucie Trepanier (BOD), Laura Ussery, Sheila Weahkee (RFD), Amy Weich (BOD), Kristina Wenzel (ARFD), Paul Wojtaszek (BOD), Marguerite Yowell (ARFD).

- I. Meeting called to order by C. Butler.
Introductions of all members present were made.

- II. Schedule for CSEF:
 - Tours will be available for pre-registration by faxing in the form that can be found on-line.
 - Due to construction on the LSC, the north end is blocked off and more of the CSEF is being shifted towards the south end.
 - The CSEF workroom will be close to the registration booth.
 - SRC will be in Rooms 203/205 and will open at 8:30 AM and go until all students are cleared. A list will be sent to RFDs of students who will need to visit with SRC.
 - Check-in of Finalists will begin as soon as the ballroom is set and ready to go.
 - The Finalist orientation will be at 1:45 PM in the LSC Theater.
 - Judging interviews are from 2 – 5 PM.
 - The Regional Fair Directors meeting will be from 2 – 3:30 PM
 - An ISEF Rules update will be held at 3:30 PM. – there will be category changes, a new risk assessment form and revised handbook to go over.
 - Judges will be allowed in the ballroom at Noon.
 - Students are released at 5 PM.
 - CSEF is open to the public on Friday at 9 AM and on Saturday 9 – 11 AM (students at their projects at this time).
 - Len Baron will be the guest speaker.
 - Tours will be available from 10 AM to 3 PM on Friday.
 - We hope to do the Alumni Panel again this year, but not at the lunch hour.
 - A group from CSU will be the tour guides this year.
 - Advisory Council meeting will be from 9 – 11 AM on Saturday.
 - The Pizza Party will be held in the main ballroom – we will have CSUnity students to help with this again this year.
 - The BOD meeting will be at 1 PM on Saturday.

III. Awards Ceremony

- Ceremony will be held at the Resurrection Fellowship Church in Loveland, off of I-25.
- People will enter through the wet foyer.
- It seats 1,300 people, but it is a flat surface, with a stage. Student will go up the stairs in the center of the stage and exit to the side and out into the East foyer for photos.
- There are two screens to view the power point presentation on.
- The Science Service Awards will be announced at the ceremony, but not presented at that time. These will be placed at the student's project on Saturday Morning. The DCYSC will be announced at the ceremony however.

VI. Abstracts

- These must be typed and on the official form this year.
- A pdf and Word version of the form will be available on-line.
- A sample of a Junior Division and Senior Division abstract can be found in the Finalists handbook on page 19.

VII. Registration

- There is a worksheet for the student to use in the Handbook in order to gather all of the information they will need to register on-line.
- Each student must complete an on-line registration.
- They will need to pick a password in order to be able to get back into the database and make changes.
- We have added three more T-shirt sizes.
- The Adult Sponsor entered into the registration form should be the person who signed off on the ISEF forms as the Adult Sponsor.
- We must have an e-mail address for the Adult Sponsor to make communication easier.
- The part in red on the form is only for Team Leaders.
- After the registration has been submitted, the student will need to open the Finalist Verification Form, print it out, get the appropriate signatures and put with the other ISEF papers being sent in.- COPIES ONLY!!
- RFDs need to make three copies of the paper work – one stays with Courtney, and the others get sent to the SRC reviewers.

VIII. SRC

- Will meet in person on March 24 & 25 at CSU. This is when all paperwork reviews will be completed and revision lists will be sent out after this time. Then on the Saturday prior to CSEF, someone will review any corrections/modifications that have come in and again on the Wednesday before CSEF.
- There is a new training guide for school IRBs to use on the CSEF web site.

IX. Announcements

- CSMATE is working towards finding funding to tie small-scale science and science fair together and get more students to do research projects.
- Information on why more students and teachers do not participate in science fair research was gathered from attendees.
- There have been no nominations for the Amgen Teaching Award from Colorado so far. The deadline is January 31st.
- The CSEF Teacher of the Year Award nominations are due by March 1st.