

Colorado State Science Fair, Inc.
Advisory Council Meeting
November 4, 2000
Minutes

The meeting was held at the Center for Science, Mathematics & Technology Education at Colorado State University in Fort Collins, CO.

Members present: Lucy Adams (RFD), Al Bedard (BOD), Elemer Bernath (RFD), Jane Cowden, Don Gabriel (ARFD), Sam Bartlett (BOD), Bonnie Hames (BOD), Gina Holland (BOD), David Holm (BOD), Larry Jakel, Robert Morrow (BOD), Dolly Morrow (BOD), Jody Oakes, Jim Sites, Harvey Teyler (BOD), Dan Van Gorp, Gary Wilson (BOD), and Courtney Butler (CSEF Director).

Members Absent: Dan Blake (BOD), Gina Brandt (ARFD), Paul Cheng (BOD), Gary Church, David Clark (BOD), John Farrington (BOD), Ed Geary (BOD), Nancy Gettman (ARFD), Dorinda Gonzalez (BOD), Joel Gray (RFD), Lisa Hatcher, Jim Herrell (ARFD), Martha Iverson (RFD), Charles Johnson, Don Kirkland (BOD), Vishy Lakashmanan (BOD), Terri Lira (RFD), William Mallory (RFD), Georgia Matteson (RFD), Beverly Meier, Kym Monacelli (RFD), Robert Philbin (RFD), William Peirson (BOD), Ann Pomeroy (RFD), Sue Refner (BOD), Rob Robison (ARFD), Terry Scott (RFD), Tom Sneider (BOD), Sherry Snyder (BOD), Robin Staker (ARFD) Jim Stevens, Doug Steward, Harmony Voorhies (RFD), Radford Walker (BOD), Amy Weich (BOD), Courtney Willis (ARFD), Marguerite Yowell (ARFD)

- I. Meeting called to order by C. Butler.
Introductions of all members present was made.
- II. Announcements
 - Dates of all regional fairs will be sent out later as a couple of fairs have not sent in information yet.
 - Seagate is a major sponsor of the Intel/ISEF and so they are sponsoring locally and will be giving \$1,800 to help defray the expense of sending students to Intel/ISEF this year.
 - The Awards Ceremony will be held at Thompson Valley High School in Loveland this year as this was the only place available, it holds over 1,000 people, and not difficult to get to.
 - We increased the total number of allocation for the 2001 CSEF to give each region at least 9 senior slots and 9 junior slots and then the larger fairs received extra undesignated slots to make a total of 280 projects.
- III. Working Committee time lines – please check and send corrections to Courtney.

Awards Ceremony

- Request for using the Lincoln Center has to be made in January for the following year and there is a \$700+ cost.

Display & Safety

- New buttons will be purchased to be used of the next few years.
- We need to keep projects in numerical order when at all possible.
- Will use the radios again.
- Need to get more people to do display & safety checks.
- Keeping the Display & Safety Ready Cards – need to be turned in to alert the people working.

Facilities

- A volunteer flyer for parents and teachers will accompany the finalist packets so regional fair directors can help recruit volunteers for some of these jobs.

Photography

- Still need to identify the film needs and give to Amy Weich.
- Hopefully getting volunteers from Kodak.
- Will float through the exhibits and when students are ready, will take picture and put a sticker on the project number hang tag. There will not be a Photo Ready card this year. Photographers will be assigned to an area.
- Need to do more black and white for the handbook and program for next year.

Publicity

- Posters are here.
- The Annual Report is done and out to some people already.
- For the poster contest for next year, it will be required that students include the who, where, when, etc in the poster design before it can be entered in the contest.

Registration

- Will stamp the registration envelope as well as provide a stop slip for SRC interviews so students can't slip by the system by just getting back in to line without having the SRC slip signed.
- Will be putting project number on the name tag to help with identification in photographs.

Grand Awards

- Will be working on judging database.
- Need to have the Cherokee Park room set-up by 8 AM.

Room Set-UP

- Eight people should be recruited in case of no shows.
- Electricity is suppose to come from the center of the ceiling this year.
- Seniors will be placed next to the windows this year.

Special Awards

- Need the judges list.
- Need the same information in the database as the grand awards judges.

Student Activities

- Need a speaker – Rominger, couple of authors, Rocket Boys author, Kathy Sabin
- CSU is a gracious host and speakers from elsewhere are welcome.
- Will work on grants from El Pomar, Public Service of Colorado, etc. to maybe bring in big name for 2002.
- Need to call Old Chicago right away on the pizza, in case alternative plans need to be made.

Tours

- Possible new tour of Environmental Education Learning Center.
- Courtney has all of the contacts, but needs a chairperson.
- Scheduling needs to be done.
- Need to know if all of the places off-campus will be open on Good Friday.

Scholarships

- The seniors have already made up their minds about where they are going to school come April – need to make sure juniors are eligible for the scholarships.
- Need to look into getting grant money to make general scholarships available to any campus.
- CU doesn't give scholarships – why?

IV. New Forms

- Volunteer forms handed out. These have the date, task and hours listed. Please leave the rate open, this will be filled out later according to market value for the work done.
- Sponsor In-Kind report should read individual/sponsor in-kind.
- Please put in all amounts, descriptions, etc. for the fiscal year.

V. CSEF Room Schedule

- Thursday
Make use of the message center board – SRC slips, messages from people to students, etc.
Cherokee Park needs to be set up by 8 AM.
Special Awards Judges will check in at 12:00 PM in 228.
Have rows of chairs set up theatre style set-up in 228 for special awards orientation, etc.
Have special awards judges turn in judging sheets and awards in 228.
Work room for CSEF will be in 224/226 – all meetings will be held there.

VI. Database

- Has tables, queries, and reports.
- Need to add more honorable mention slots to grand awards judging sheets.
- For special awards ceremony script, we don't need the sponsor name listed again.
- Take off the judging guidelines from the grand awards judges forms.
- A list of finalists and pertinent information will be sent to RFD's to check for accuracy.
- Special awards judging forms have a sheet for each sponsor listing winning project number, title, finalist name and spot for dialogue about the organization.
- SRC Determination sheets have name, school and determination – what is missing, wrong, etc. This will also be sent to RFD's for corrections to paperwork.
- This information will then change at fair time, and there will be a new sheet that the SRC and the "receptionist" will use as a bookkeeping system for deciding if the student needs an interview or just needs to turn in paperwork.