

## Health Science Symposium Meeting Minutes

November 2025 from 1630 to 1506

In attendance: Roberta Cravo, Katie Fargen, Monica Wilson, Kristina Wood, Autumn

Giunta, Meredith Ruano, Millicent Callant, Jennifer Davis, Seema Endley, Tanya Sanchez, and Vijaya Velamakanni.

1. We need to start vamping up our SOP for the committee. An email just went college wide about requirements our committee needs to adhere to. Marie will investigate this, and it can be addressed at future meetings.
2. Should we move our timeline to the fall semester like we talked about at our last meeting? How can we do this?
  - a. We should start adding students to the HSS shell in December before the break. We need to get teachers to submit the names in December for those interested in competing in the symposium.
3. How many Dual Credit participants do we want this year? One person per cohort? Thoughts?
  - a. The more the merrier. Have instructors nominate more, even than last year. But make sure they are committed dual credit students that are actually going to participate in the event.
4. How many mentors do we think we will have this year?
  - a. Per Roberta, we should have plenty and if needed they could take 2-3 dual credit students each. (5 out of 18 – honors had 11 last year)(14 last year for Roberta). Seema may have more students as well if we need more.
5. What day should we have the event? We will need to book the venue. Last year we did it on a Thursday (4/3/25).
  - a. We could stay with an early April date and do the 2<sup>nd</sup> or 9<sup>th</sup>. 9<sup>th</sup> is better because of good Friday. 4/9/2026 decided as the event date barring issues with venue.
6. Is the CHEC campus ok as our venue again?
  - a. CHEC is under construction. We could maybe do it on the McKinney campus. (Welcome Center 105) or Tech Campus (Kone). Marie will check in AdAstra for availability of the venues. We are going to try for the welcome center multipurpose room.

7. Anyone want to be a Co-Chair? We have an opening. Feel free to reach out if you are interested.
  - a. Seema Endley would like to serve as a co-chair.
8. The HSS page on Canvas needs to be updated.
  - a. Marie is going to look over the assignments and see if we can make them simpler. Maybe a quiz format for the assignments. We need to clean up from last year, and put the new dates, etc.
9. Next meeting?
  - a. 1/15/25 or at 1630 via Zoom.
10. Katie made us a flier to send out. I can give it to Michelle to send it out. PR person Griselda Perez for McKinney campus would know how to get it approved. Marie will email her about it.
11. We need to get the instructors on board to give us the student names this December.
  - a. We need to get the Flier approved ASAP and send out an email about the event to all instructors. After flier has been approved Marie will ask Michelle to send out the email about the event.
12. Robert could not attend today's meeting, he has offered to do the booklet and help organize the event again this year.
13. Specify the size of the trifold, have a size limit. Make sure the research is something they did in school. Something they have done. Their research. Their work, not someone else's. Props are ok but limited by space.
14. (Kim) SOP for judges. Will help fix some of the issues we had last year. Overall the new grading guidelines went very well.



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- MORE INFORMATION WILL BE DISTRIBUTED SPRING SEMESTER



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STUDENTS**



Final Presentations will be at the end of April (DATE  
TBD) at the Collin College High Education Center

\*SCHOLARSHIP IS REDEEMABLE AT COLLIN COLLEGE AND MAY BE USED  
AT THE BOOKSTORE OR COLLIN COLLEGE TUITION.