

HSS Zoom Meeting,

Friday, February 5, 2021.

Attendees: Vijaya Velamakanni, Kimberly Gentry, Roberta Cravo, Elaine Fanini, Robert Brown, Karrie Newby, Tanya Sanchez, Seema Endley, Marlo Ballard, Divya Swaminathan, and Jennifer Davis.

Kimberly: The librarian put together the workshop PowerPoint and uploaded it in One Drive so Tanya's and Jennifer's students can be added. This can be used in the future as well and may be downloaded.

Kimberly: Invitation to join the HSS Canvas course was sent.

Roberta suggested to upload the abstracts as assignments.

Marlo uploaded the judging rubrics in Canvas. Dual credit students will sign on assignments to upload their abstracts as pdf documents. The abstracts should not have the student's names.

Marlo will assign the peer reviewers anonymously to the abstracts.

Kim is expecting to have between 100 and 120 abstracts but only later she will know exactly how many.

Roberta's and Seema's students will be assigned to judge the abstracts. Each student will be judge 20 abstracts. Each abstract will be judged by 3 different students.

Vijaya's, Marlo's, and Divya's students will be assigned to judge the videos. Each judge will be assigned to 4 or 5 videos and each video will be judged by 3 different students.

Timeline until the event on April 16<sup>th</sup>, 2021:

Before February 10<sup>th</sup> Kimberly will have the HSS Canvas Homepage edited.

February 10<sup>th</sup> the dual credit students start to upload their abstracts.

February 19<sup>th</sup> is the last day for students to upload abstracts.

February 19<sup>th</sup> – February 23<sup>rd</sup> Marlo will assign peer reviewers to the abstracts.

February 24<sup>th</sup> – peer reviews start.

March 17<sup>th</sup> is the last day for the peer reviewers to finish.

March 18<sup>th</sup> – March 22<sup>nd</sup> teachers will communicate with students

March 22<sup>nd</sup> till March 31<sup>st</sup> the selected students will upload their videos which should last 3-5 minutes.

April 5<sup>th</sup> till April 12<sup>th</sup> the videos will be judged.

April 14<sup>th</sup> the top 10 videos will be available to everybody.

April 16<sup>th</sup> at 9:30am, during a live presentation the winners will be announced. The winner's videos will be shown during the presentation. Kim suggested the high school teachers could incorporate the presentation and videos to their class. The members presented agreed it would be a good idea.

Kim will let the committee members know if there is money for scholarship for the winners. The goal is \$750 for the first place, \$500 for the second and \$250 for the third.

Kim will give Marlo a list of students per high school teacher.

Next meeting is scheduled to March 26<sup>th</sup> at 1:00pm.

Meeting minutes recorded by Elaine Fanini.

The meeting was adjourned at 2:10pm.