

**October 16<sup>th</sup> 2020 Health Science Symposium meeting on Zoom at 1 pm, Minutes.**

Attendees: Vijaya Velamakanni, Kimberly Gentry, Elaine Fanini, Robert Brown, Tanya Sanchez, April Adams, Karrie Newby, Leon Deutsch, Marlo Ballard, Roberta Cravo, Divya Swaminathan.

Kimberly enquired about the McKinney Conference center availability for April 16, to hold the Symposium, but as most of the conference center is being used for classes in Spring 2021, the only place available is a small room, which is not sufficient to hold the event.

Kimberly suggested a virtual Symposium, everyone present seconded the idea.

Tanya suggested we could have the symposium in the Wylie Campus, but Elaine and others thought it would be difficult to have the judges to go to a different campus.

Virtual symposium was confirmed.

Kimberly is contacting the Librarian, Pamela and Holly Stone of the writing center to come up with videos with information on APA style of writing and how to locate the library resources that students can use. The videos will take the place of the workshops.

It was decided that Canvas will be used for judging the posters and the top 10 posters will be made available to all students using Zoom webinar.

A webpage and YouTube channel were other suggestions made.

About 200 abstracts from high school students will be submitted and Roberta's students will pick about 50-60 abstracts. Roberta will create an assignment for her students along with a rubric to review the abstracts. Marlo will help with assigning the abstracts to students.

It was decided that the judging will be completed a week before April 16<sup>th</sup>. Virtual symposium will be in the morning, April 16<sup>th</sup> on Zoom (partly recorded and partly live), to announce the winning posters. Kimberly will confirm if the Zoom will be live or recorded.

It was decided that Tanya will contact Jenny Warren and Andrew Campbell to gather information on how to setup a zoom webinar. Next meeting, she will share this information with the committee. The committee will then decide on the dates the abstracts need to be submitted.

Next Zoom meeting: November 6<sup>th</sup> at 9 am, Kimberly will send the zoom link to the committee.

Meeting adjourned.