

ESA Students Award Committee
March 25, 2007

Co-chairs: Matt Oneal, Luis Cañas

Ideas and feedback

- 1- Upload evaluation forms (both oral presentations and posters) to NCB-ESA web site. This will give students a better idea how they are evaluated.
- 2- Having two co-chairs has worked well. Should be continued. Ideally one co-chair should remain when a new one is appointed to provide continuity.
- 3- Electronic materials used should be shared with next committee (i.e. Power Point presentation, certificates, judging forms, etc). Add any additional explanations to this material. For instance, when to print the certificates.
- 4- Getting enough people to judge is always a challenge. However, for the past two years it has worked to send a message to the members two weeks before the meeting. A better idea would be to send the message once the registration has passed. Ideally, those serving in the committee, when not able to attend, should find alternate people that can help with this activity. This would simplify the work of the committee. For instance, none of the people appointed to the committee (except Luis Cañas) are in this meeting. Try to get enough people on board to become judges, especially for the student competition. Try to avoid doing this at the last minute.
- 5- The committee is still working on developing a rubric system to evaluate applicants to the Comstock and Student scholarship awards. While we have a system in place we feel it could be improved (Matt Oneal work on this part). We will be working on improving the system for next year. It will be sent to members for input.
- 6- Update committee guidelines and post them on the web site. Provide a copy to the executive committee to evaluate. For instance, now certificates are printed the day before the awards dinner in local facilities near the conference.
- 7- Keeping good communication with secretary/treasurer and president is very important.
- 8- With ESA re-organization, how would the student groupings for awards would be handled?