

Meeting Minutes

Chicago Area Undergraduate Research Symposium February 20, 2010

- Updates from each Institution
 - o Judging
 - No judges from NU, only one from IIT, UChicago, Loyola, and 22 from DPU have a few from UIC.
 - SEND PERSONALIZED EMAILS!
 - Download Microsoft outlook trial and use mailmerge to make your lives easier
 - o Student Involvements
 - WORD OF MOUTH!!
 - Email listservs
 - Email departmental assistants, can usually send emails out to students!
 - o Fundraising
 - Email departments and provosts office
 - \$5000 from DePaul, IIT, and NU(kind of) confirmed plus the \$1000 from Abbott.
- Speakers and Roundtables
 - o Roundtable file
 - Rocky Kolb (meet the speaker) and Mike Davis (Outreach in Chicago) are confirmed
 - NU reps talk to office of fellowships to get people to present tables (2 if possible)
- Promotional Items
 - o Judges (See below for links to all items)
 - Lightbulb paperclips and holder
 - Convention tote
 - o Students
 - Blue, shiny tumblers
 - o Speakers
 - Nice pens
 - o General Items (Same types as last year)
 - Lanyards
 - Pens

- Catering
 - o Menu is posted on the file system, very reasonable for budget!
- Oral presentation details
 - o Will decide details when we choose oral presentations on Friday March 12 at 4:00pm (Video chat with IIT people, put abstracts on Google docs)
- Top presenter awards
 - Top overall presentation: \$500
 - Top oral and poster presentations: \$200 each
 - Top presentation from each discipline: \$100 each
 - Biological Sciences
 - Chemistry
 - Physics
 - Social Sciences (Sociology, Psychology)
 - Mathematics and Economics
 - Humanities
 - Top presentation from each school: award plaques
 - students can only win one scholarship

Paper Clips: (\$3.91 each)

[http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=clipster&kid=31070118&Ne=50&BWS=0%7c1&N=0&DPSV_Id=619599&No=24&Ntk=WordSearchAsiLinename&Nr=OR\(OR\(R11:1,R11:2,R11:3,R11:4,R11:5\),LMSiteEligibility:1\)&Ns=R11&id=8196169&Ntx=mode+matchallpartial&pSRVC_Id=65](http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=clipster&kid=31070118&Ne=50&BWS=0%7c1&N=0&DPSV_Id=619599&No=24&Ntk=WordSearchAsiLinename&Nr=OR(OR(R11:1,R11:2,R11:3,R11:4,R11:5),LMSiteEligibility:1)&Ns=R11&id=8196169&Ntx=mode+matchallpartial&pSRVC_Id=65)

Refills: (\$3.09); we don't have to buy these, but were savings lots of money by only getting the paper-clip holders

[http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=clipster&kid=31070118&Ne=50&BWS=0%7c1&N=0&DPSV_Id=619599&No=16&Ntk=WordSearchAsiLinename&Nr=OR\(OR\(R11:1,R11:2,R11:3,R11:4,R11:5\),LMSiteEligibility:1\)&Ns=R11&Ntx=mode+matchallpartial&id=8196130&pSRVC_Id=65#](http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=clipster&kid=31070118&Ne=50&BWS=0%7c1&N=0&DPSV_Id=619599&No=16&Ntk=WordSearchAsiLinename&Nr=OR(OR(R11:1,R11:2,R11:3,R11:4,R11:5),LMSiteEligibility:1)&Ns=R11&Ntx=mode+matchallpartial&id=8196130&pSRVC_Id=65#)

Convention Totes: (\$1.74 each)

[http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=channel&kid=31089240&Ne=50&Ntx=mode+matchallpartial&BWS=0%7c1&N=0&DPSV_Id=619599&No=0&Ntk=WordSearchAsiLinename&Nr=OR\(OR\(R11:1,R11:2,R11:3,R11:4,R11:5\),LMSiteEligibility:1\)&Ns=R11&id=8185472&pSRVC_Id=65](http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=channel&kid=31089240&Ne=50&Ntx=mode+matchallpartial&BWS=0%7c1&N=0&DPSV_Id=619599&No=0&Ntk=WordSearchAsiLinename&Nr=OR(OR(R11:1,R11:2,R11:3,R11:4,R11:5),LMSiteEligibility:1)&Ns=R11&id=8185472&pSRVC_Id=65)

Tumbler Mugs (\$3.68 each)

[http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=tumblers&kid=31070252&Ne=50&Ntx=mode+matchallpartial&BWS=0%7c1&N=0&DPSV_Id=619599&No=40&Ntk=WordSearchAsiLinename&Nr=OR\(OR\(R11:1,R11:2,R11:3,R11:4,R11:5\),LMSiteEligibility:1\)&Ns=R11&id=8187160&pSRVC_Id=65](http://albrecht101.proformaalbrecht.com/ProductDetail/ProductDetail.aspx?Ntt=tumblers&kid=31070252&Ne=50&Ntx=mode+matchallpartial&BWS=0%7c1&N=0&DPSV_Id=619599&No=40&Ntk=WordSearchAsiLinename&Nr=OR(OR(R11:1,R11:2,R11:3,R11:4,R11:5),LMSiteEligibility:1)&Ns=R11&id=8187160&pSRVC_Id=65)