

## Minutes of WSKW Executive Committee Meeting

8/5/2020, 11-12:15 pm

Members in attendance: Bethany Shifflett, John McChesney, Lee Ann Wiggin, Jennifer Sherwood, Andrea Ednie, Cathy Inouye, Gioella Chaparro, Gong Chen, Ovande Furtado,

- 1) Approval of Minutes
  - a. May meeting minutes- No objections; passed
  - b. June meeting minutes- No objections; passed
  - c. July meeting minutes- No objections; passed
- 2) John Conference Updates
  - a. Wed Business Meeting?
    - i. To include everyone, hold it during the conference
      1. Friday morning (6:45-7:45 am)
  - b. Executive Committee Meeting on Wednesday (4 pm)
  - c. Awards moved to the end of the Day 1
  - d. Dry run on Thursday 9/17 at 4pm
  - e. Poster update
    - i. Since the last meeting, plans are in place to ask each presenter for two items:
      1. Pdf of their poster
      2. Narrated powerpoint file
    - ii. Both files will be posted on the WSKW website for browsing throughout the conference
      1. Ovande volunteered to put together instructions for how to do the narrated powerpoint; he will get that to John and Guillermo who will then share with student and faculty poster presenters.
    - iii. Two poster sessions for Q&A during the conference are scheduled
- 2) NASM CEUs
  - a. No indication of interest (based on registrations) so far beyond a couple of students indicating they might be interested.
  - b. Will need to revisit this after the conference since there's a significant cost (\$500) to being a NASM CEU provider
- 3) Jennifer
  - a. Operating code update
    - i. See changes for the Social Media Coordinator under the Membership section, Marketing committee section, and Appendix A
- 4) Student Presentation Update: (Guillermo e-mail correspondence)
  - a. Research critiques- 9 (First 25 min)
  - b. Lit reviews- 4
  - c. Original project- 2
  - d. Original research -1

- i. The lit reviews and original projects/ research will be the second 25 min session.
  - e. 1 original research 20 minute presentation. They have formally accepted invite.
  - f. Students given until today (Aug.3, 2020) to send me revised abstracts based on reviewer comments. I've received most already. Tomorrow I will send them information on the pdf and ppt they will need to send (pdf if poster and the ppt with narration presenting poster). I'll give them until September 21 to turn this in.
- 5) Lee Ann
  - a. Annual report input
    - i. Will send out