



SIGMA ZETA

A National Science and Mathematics Honor Society

January 18, 2020

Dear Sigma Zeta Friends:

Happy 2020!! **Our 2020 National Convention is less than two months away – March 19-21 – and will be hosted by the Gamma Gamma chapter at Concordia College located in Moorhead, MN.** The faculty advisors of Gamma Gamma, Graeme Wyllie and Joe Whittaker, attended the Sigma Zeta Officers' meeting in Milwaukee this past November and shared plans for a very exciting convention. Gamma Gamma has attended many conventions, so they have plenty of experience in the many activities that go into a successful convention. Early registration is critical for planning purposes by the host chapter. Please note that the deadline for **abstract submission** is the same as for convention registration, **March 5th**. Nominations for Student Representative, Chapter Honor Awards, Founder's Cup, and the Harold Wilkinson Alumni Recognition Award are due by the evening of the opening advisors/national officers meeting, Thursday, **March 19th**. Please note that nominees for the Student Representative office must attend the convention, where they will be asked to introduce themselves prior to voting.

As mentioned, the National Officers met November 9, 2019 in Milwaukee, WI for their annual business meeting. The many excellent discussions at that meeting were highlighted by the awarding of **19 student research awards!** Visit our website for a description of their research proposals. **Congratulations to these young scientists!** We hope to hear presentations about their research at the Spring 2020 or Spring 2021 convention. On the day before the meeting, several of the national officers dropped by three universities in the greater Milwaukee area to speak with faculty and administrators about our organization. These recruiting visits always generate much interest, and the hope is that one or more of the colleges visited will become future chapters!

The rubric that judges will use to help choose the award winners for the best poster and oral presentation at this year's convention is available at the Convention link on the website. Advisors, please distribute this rubric to your student presenters and their faculty mentors. On the website, the 2020 Convention mileage allotment for each chapter has been posted; this distribution is based on round-trip mileage to Moorhead, MN and is calculated at the rate of \$0.40/mile. Mileage has been determined using Google Maps. Please check these amounts against your calculations, and please contact me if you feel there is an error. **The allotment listed is for 3-5 attendees. For 1-2 attendees, the reimbursement is the cost of travel and is not to exceed the amount for 3-5 attendees.** Double the amount listed for 6-10 attendees, triple the amount for 11-15, etc.... Mileage reimbursement checks will be available at the convention.

All of the National Officers encourage your chapter to attend the convention to meet your colleagues from other chapters. These conventions are always a good combination of professional and social activities. **We also encourage your chapter to consider nominating** one of its members for the Honor Award, a graduated member for the Harold-Wilkinson Alumni Recognition Award, and to consider

A national undergraduate honor society to encourage and foster scholarly activity and recognize academic scholarship in the natural and computer sciences and mathematics

nominating your chapter for the Founder's Cup award. Information and application procedures for all of these awards are found on the website.

A friendly reminder -- please do not delay in setting a **firm deadline** by which students who are eligible for membership and are interested should submit their names to their chapter advisor and pay their membership fees, followed quickly by the advisor submitting through the website or by emailing to the National Office the spreadsheet with the new members, even if the installation ceremony isn't until near the end of the semester. The spreadsheet on which new memberships are sent to the National Office (see website for spreadsheet and instructions) allows the chapters to specify the date, so the actual date of the ceremony can be printed on the certificates, even if the order is processed weeks before.

***The National Office cannot guarantee timely delivery of certificate and jewelry requests received the last month of our semester (final exams begin on May 4th on our campus). The National Office will likely not be able to process certificate and jewelry orders after the administrative assistant, the only paid member of Sigma Zeta, finishes her year. My schedule in the summer is not set at this point, so please don't count on orders being processed during the summer, which for me begins on May 15th.**

***New orders will not be processed from chapters with an unpaid balance. Reminders will go out in the next couple of weeks to those few chapters which have unpaid balances.**

***Please give the National Office a three-week lead time on all orders.**

***If you submitted an order within the last few weeks, you should have received an invoice from my administrative assistant within the last few days. Please let me know if you did not receive one of these when you should have!**

***Thank you for all of your patience and understanding during this transition year!! My administrative assistant and I are doing our best to stay on top of things! Please let us know if you need anything or if you have any questions!**

ALSO - THANKS IN ADVANCE FOR YOUR HELP WITH THE EARLY PLACING OF ORDERS!!!

Sincerely,



Robb VanPutte, Executive Director