Office or Committee Name: Student Paper Judging Committee
Officer or Chairperson Name: Carl Coburn
Date of Preparation (include year): 2/23/2020

Activities during the year:
- Sent out a call for volunteer judges with help from Eric Gustafson
- Provided advanced notice to students about paper judging criteria and guidelines for inclusion in the annual call for papers.
- Sent contest rules and guidelines to students participating in the paper contest on January 15th.
- Recruited judges for the paper contest.
- Selected a panel of judges for each section and communicated with them ahead of the meeting. Assigned judges to sections and provided judges with abstracts and scoring sheets ahead of the meeting.

Recommendations for Board Action: The operating guide states that if one to four students compete in a section, only first place will be awarded (Student Paper Judging Committee Section 5b). This year we had two sections with a single student, so they would automatically receive first place despite not competing against any other student. In such situations, can we add language into the operating guide that the student paper judging committee can combine sections to ensure at least 2 students are competing?

Budget Needs: None

Name of Person Preparing This Report: Carl Coburn