



SIGMA ZETA

A National Science and Mathematics Honor Society

January 27, 2021

Dear Sigma Zeta Friends:

Happy 2021!! **Our 2021 National Convention is less than two months away – March 18-20, 2021 – and will be held virtually over Zoom as a webinar. More communication will follow regarding how the convention will be organized, how students will be presenting (live or pre-recorded), and an invitation to join the webinar.** Being that the convention will be held virtually, no one chapter will be hosting. The most important thing for your chapter to know is the deadline for chapter registration and, for those students presenting, abstract submission. Early registration is highly recommended for successful planning purposes. **The deadline for abstract submission and convention registration is March 5th, 2021.** The chapter convention registration and abstract submission forms can be found on our website by clicking on the convention tab.

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 nominating your chapter for the Founder's Cup award. Information and application procedures for all of these awards can be found on the website. 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 18th**. Nominations for President-Elect are due before the start of the national chapter's business meeting, **Saturday, March 20th**. During the business meeting, the national chapter votes to fill all executive committee positions. The slate of nominees for many of these positions including National Director, Webmaster, Historian, Treasurer, and Secretary/Publicist typically remain unchanged from the previous year for the sake of continuity and experience. However, the positions of President-Elect, President, Past-President and Student Representative are typically occupied by someone new. Please note that nominees for the President-Elect and Student Representative positions must attend the convention. They will be asked to introduce themselves and speak briefly about why they feel they are qualified for the position prior to the national chapter voting.

As we normally do at the convention, there will be a competition for best oral and best poster presentations. The rubric that judges (to be assigned at the convention) will use to help choose the award winners is available at the Convention link on the website. Advisors, please distribute this rubric to your student presenters and their faculty mentors.

As mentioned in the fall letter, the National Officers met November 14, 2020 on Zoom for their annual business meeting. Minutes from the meeting will be made available on our website. The many excellent

discussions at that meeting were highlighted by the awarding of **17 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 2021 or Spring 2022 convention.

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 3rd 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 what has most certainly been a challenging year due to the pandemic. 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,

A handwritten signature in black ink that reads "Robb VanPutte". The signature is written in a cursive, flowing style.

Robb VanPutte, Executive Director