

## STEM Advisory Committee Meeting

June 13, 2012

5:00 – 7:00 pm at Creekside, SLO

Facilitator – Delia Horwitz

Attendees - Edmund Burke, Rita Delkeskamp, Delia Horwitz, Sue Johnson, Tanja Kehler, Steve Kliewer, John Keller, Peggy Lubchenco, George Pudlo, Julie Reil, Robin Reil, Walt Reil, Pam Rickard, Brad Schultz and Wendy Wendt

Agenda in Priority Order

### I. Santa Barbara Foundation Grant proposal (15 minutes) – led by Wendy Wendt

- Due next week
- Fundraising Committee suggested pursuing this grant to support ongoing collaborative work, public communication, annual forum
- Maximum \$75,000; decision made in December; would start in January, 2013
- Brought working draft; questions for us – a) anyone else want to help finish writing this proposal? - Besides team members mentioned (Steve, Brad, John, Jane, Edmund, Paul and Tanja), no others at this time; b) Evaluation methods to measure change over time? Need to establish a baseline. John mentioned Arches Foundation benchmark measure and how we might use it. Others shared ideas such as increase in business participants, etc.; c) In terms of budget, Wendy has included: Coordinator salary funds; the annual forum; travel funds for local, state, and regional events; publicity/communication costs including web design; mini-grants. Strategy – first time applicants ask for a little less than maximum. Other suggestions? Secured and pending income? Walt confirmed pending PG & E grant. In-kind work and UCSB funding of SB coordinator and P-20 Council would be included.

### II. CSLNet Regional Meeting on Aug 29-30 (10 minutes)

- CSLNet wants SLO to host the regional meeting on Thursday, August 30, 2012.
- We would need to provide facilities—the SLOCOE conference room might be available. If held at San Luis Coastal facilities, Rita can reserve.
- Cal Poly might be able to host meeting dinner for “VIPs” on Wednesday, August 29<sup>th</sup>.
- Usually 15-30 people at meetings.
- John will help to coordinate with help from Tanja, Steve, Julie and Edmund. It was noted that attendees have an interest in visiting wineries.

### III. Coordinator Job Description (10 minutes) – led by Delia (Steve prepared and distributed copies of a “CCSTEM Coordinator Job Description”)

- Clarifying question regarding “coordination of website” – means supervising and making sure website happens
- Should coordinator also facilitate advisory meetings, if coordinator is taking direction from Advisory Council? It was suggested that Steve would coordinate meetings, but not

necessarily facilitate the meetings. Discussion was then held about what coordination involved. It was suggested that the facilitators not be either of the SLO and SB Coordinators. Will Coordinator description apply to both SLO and SB Coordinators? Need input from Jane and Lily. We are one organization with two regions. We agreed to modify 4<sup>th</sup> bullet to state, “co-coordinate with SB Coordinator.” Change 6<sup>th</sup> bullet to “Coordinate general and advisory meetings.” Change 9<sup>th</sup> bullet to “Oversee design brochures, etc.” Change last sentence of third paragraph to “The Coordinator does not assume sole responsibility for administrative or other activities.” This job description is for a CCSTEM SLO Coordinator and may be used to help form the SB Coordinator job description.

#### IV. Website update (5 minutes) - postponed

#### V. Organizational chart (5 minutes) – led by George

- George designed a draft “collaborative” chart; Suzanne from SB shared a hierarchical chart. George wants to know do we want one approach or a combination of both. George suggested that we get input from SB on latest version of chart so that next version can be developed; two main parts could be CCSTEM SLO and CCSTEM SB. Maybe we need two charts – one that indicates how we make decisions/authoritative and the other that indicates how we communicate and relate to each other.

#### VI. Santa Barbara Forum update/Debrief of last year’s forum/Possible keynote speakers/Focus? - led by Peggy Lubchenco and Sue Johnson

- Focus or Theme? – Suggestions included: Make what’s happening in SB a focus (so we can learn more about what’s happening there); build SB inventory (SLO people can access these resources because not so far away); bringing SLO and SB groups together – what do we have in common and what makes us unique; coordination of efforts and knowledge of current trends, i.e. Next Generation Science Standards; SLO Forum participants were from a variety of STEM interested areas – be inclusive
- Some of the SB preliminary suggestions included: Robotics from Dos Pueblos with extension to other STEM disciplines
- Suzanne Oliver is leading the Forum planning; will she be contacting the SLO people who agreed to help?
- Ideas for keynote speakers: Sean Carroll – writes non-fiction STEM books (REMARKABLE CREATURES), dynamic speaker; Amir Abushair – teacher who received McArthur Award (THE NEW COOL), Robotics, maybe student showcase; Helen Quinn – one of writer of Next Generation Science Standards, EPA; maybe Chris Roe can suggest speakers; Tanya Atwater – UCSB professor—Earth Science (came up with earth tectonics)
- Debrief happened at PG& E in July/August; really was more of a next steps. We need to schedule a meeting to debrief for suggestions for SB Forum. Some of what happened that worked was – formation of interest groups; pop-ups of people sharing what they do in community; began to define what people wanted from a collaborative; Chris Roe’s sharing of CSL network; created email contact list, speech by Gen. Susan Helms, presentation of awards to Atascadero Greybots. Concerns – we didn’t have a strong contingent of teachers; we didn’t have participants complete an evaluation form.

- It was noted by Steve that much of the results of the SLO Forum are on the website.

#### VII. Role of Advisory Council/Structure, Operating Procedures, Responsibilities, etc.

- Suggestion - hear everyone's input now, then form a subcommittee to create proposals for Advisory Committee to review
  - Subcommittee members - Julie, John, Steve, Tanja (John will take lead.) Will meet in June.
  - Initial ideas:
    - We are 7<sup>th</sup> alliance member of CSLNet
    - Research what other regions of CSLNet are doing
    - Who has authority for making decisions on behalf of CCSTEM?
    - Could we exist/be effective without any funding?

#### To Do List:

- Distribute information about Collective Impact meeting
- Re-synthesize annual forum data; maybe identify top ten list of what worked and what didn't; Delia will meet with Peggy and Sue of SB
- Subcommittee work on organizational structure

#### Meeting Schedule:

Next Advisory Committee Meetings will be July 5<sup>th</sup> and July 25<sup>th</sup> at SLOCOE. Then - September 12<sup>th</sup> at SLOCOE, October 10<sup>th</sup>, December 12<sup>th</sup>.

Next General Meeting is on August 15<sup>th</sup> at PG&E Education Center. Then – November 14<sup>th</sup>.

CSLNet Regional Meeting is on August 29-30<sup>th</sup>.

CCSTEM Forum at UCSB on October 12<sup>th</sup>.

Other documents distributed at meeting: Central Coast Science, Technology, Engineering, Math Collaborative Vision, Mission and Goals (rough draft); CCSTEM Email Lists; Timeline and Budget June 1, 2012 thru March 31, 2013.