

# CCSTEM Organization Structure Workgroup Recommendations

Presented at CCSTEM General Meeting  
August 15, 2012

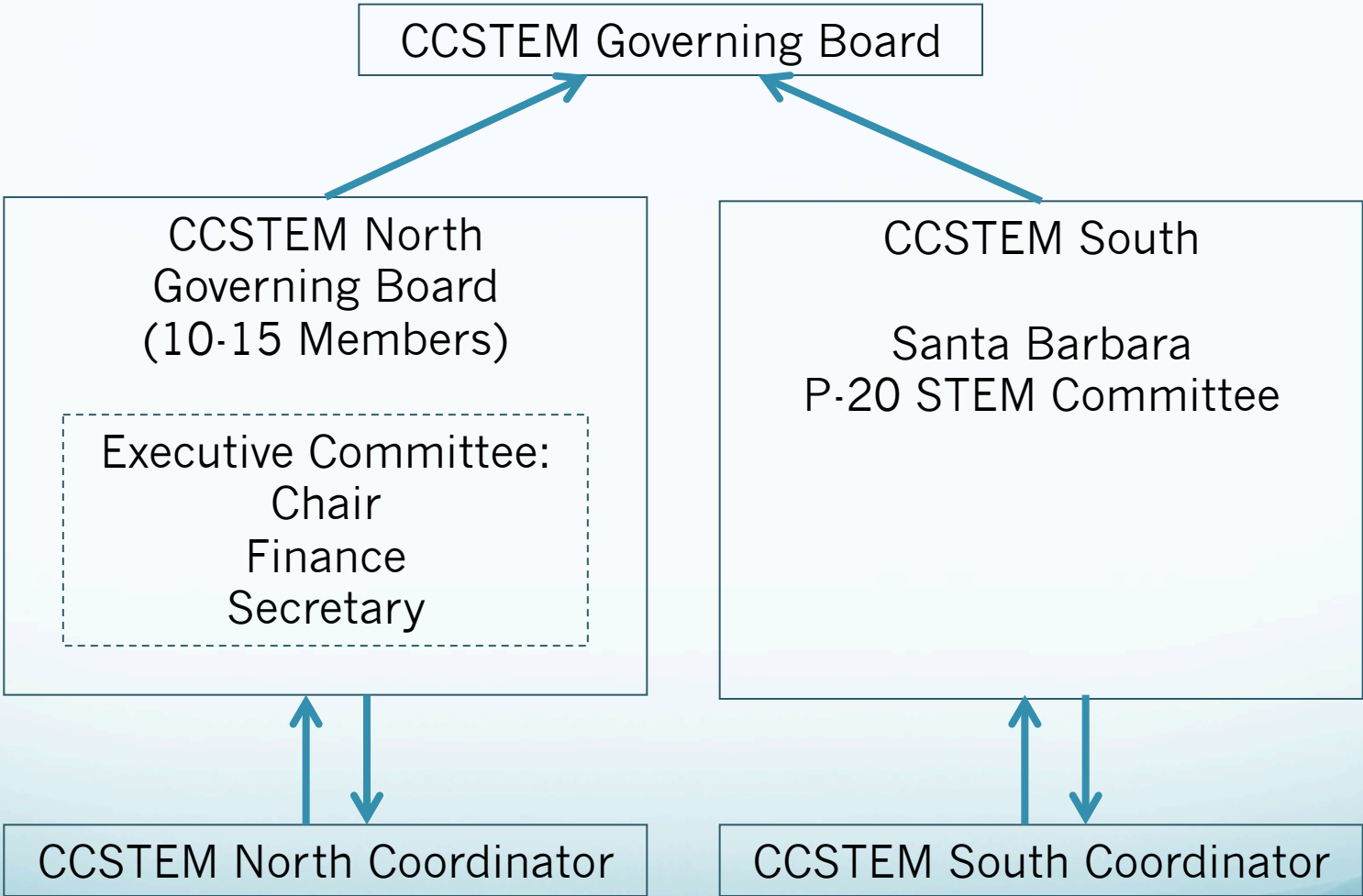
Workgroup Members:

Jamie Foster, Patti Garrett, Delia Horwitz, Tanja Kehler,  
John Keller, Steve Kliwer, George Pudlo, Julie Reil, Walt  
Reil, Pam Rickard, and Paula Vigneult

# Context

- July 14, 2011 – Organizational Structure Workgroup recommends Advisory Committee structure with limited organizational parameters
- March 21, 2012 – CCSTEM receives planning grant from CSLNet
- July 2012 – Advisory Committee directs Organizational Structure Workgroup to reconvene and propose more structured organization as CCSTEM matures

# Proposed Organizational Structure



# CCSTEM North Membership

- Members are individual (of all ages) and organizations with a commitment to and interest in STEM on the Central Coast
- Member Registration Process
  - Completion of Registration Form indicating name, contact info, offering or interest in STEM, and preference of being listed as member
  - Member Registration Form: [SURVEYMONKEY URL](#)
  - Nomination Form: [SURVEYMONKEY URL](#)
- Membership Benefits
  - Connection to STEM networks on Central Coast
  - CCSTEM newsletter and updates
  - Opportunity to apply for CSLNet mini-grant
  - Eligibility to vote for CCSTEM North Governing Board

# CCSTEM North Governing Board

- Governing Board selected by CCSTEM Members
- 10-15 individual representing ALL of the following stakeholder groups:
  - P-12 Formal Education
  - Higher Education (Community College/University)
  - Informal Education
  - Business
  - Community
- Elect first 10 members and round out to 15 as appropriate
  - Ballot lists nominees by stakeholder group
- Board Member Qualifications
  - Board Members must be members of CCSTEM
  - Board Members commit to attend Board Meetings
  - Board Members agree to serve as liaisons for Workgroups

# CCSTEM North Governing Board

- Monthly Governing Board Meeting
  - Meeting schedule decided following election of Board
  - Meetings open to all and Board will hear and consider all input from all attendees
- Quorum and Voting
  - Minimum of 5 Board members, one from each stakeholder group
  - Consensus (yes/neutral) followed by vote for majority decision
  - If stakeholder group not present, consult offline before tallying final decisions
- Attendance Accommodations
  - A position on Board can be shared (2 people = 1 vote)
  - Board Member can designate named substitute or give voting proxy to another Board Member

# CCSTEM North Governing Board

- Executive Committee
  - Selected by Governing Board Members
  - Chair, Finance, and Secretary
  - Advise Coordinator on urgent decisions that might arise outside of regularly scheduled board meetings
  - Any Executive Committee action would be ratified at the next Board opportunity
- Coordinator Position
  - Coordinator serves as ex officio voting member of Board
  - Or?
  - Coordinator serves as non-voting member of Board

# CCSTEM North Governing Board

- Connection to Workgroups
  - Board Members serve as liaisons or sitting members of workgroups
  - Workgroups provide quarterly reports to Governing Board
- In future, consider creation of VIP Advisory Board
- Governing Board Term
  - 1-year but consider how to stagger
- CCSTEM Goals and 501C3 Status
  - Governing board will consider these and adopt/edit for subsequent presentation and discussion with members



# Proposed Timelines

- August 15 – CCSTEM North General Meeting
  - Present Proposed CCSTEM SLO Organizational Structure for ratification and describe election process
  - Registration and Nomination Surveys available
- September 4 – Electronic Nominations Due
- September 12 – Advisory Board Meeting
- September 14-28 – Voting Period
  - First set of ballots sent out on September 14
  - Members registering after September 14 receive ballot within 2 days
  - Last day to register to vote is September 26
- October 10 – Advisory Board Meeting
- October 12 – CCSTEM Education Forum in Santa Barbara

# Remaining Questions

- Requiring input from CCSTEM North AND South
  - Where is geographic dividing line for CCSTEM North and South?
  - OK that CCTEM North Coordinator position funded by CSLNet Grant?
  - Is Santa Barbara P-16 the Governing Board for CCSTEM South?
  - Agreement to have CCSTEM Governing Board comprised of representatives from CCSTEM North and South?
  - Who will be on the CCSTEM Governing Board, and who decides – members of the regional Governing Boards?
  - Who directs the fiscal agent?