STEM Action Center Board Meeting Minutes
August 6, 2015 • 2:00pm
USOE: 250 East 500 South, Salt Lake City

Members Present:	Jeffery Nelson, Gene Levinzon, Rich Nelson, Norm LeClair, , Brad Smith, Mark Huntsman, Reza Jalili, Tami Pyfer, Bert VanderHeiden,
Members Absent:	Rob Brems, Blair Carruth Val Hale
Staff:	Tami Goetz, Sue Redington, Jenna Johnson, Kaitlin Felsted, Jackie Moynihan, Allison Spencer, Sarah Young
Visitors:	Susan Eisenman, Stephen Gillies, Greg Duce, Sarah Brasiel, Shanna Futral, Allison Nicholsen, Brent Peterson, Jean Tokuda Irwin, Jay Blain, Ze Min Xiao, Barbara Corry, Rita Brock, Hiram Alba, Doug Livingston, Ray Ward, Beverly Ward, Laura Belnap, Jon Peirpont

I. **Welcome and Related Business**

Jeff Nelson, STEM Action Center Board Chairman, called the meeting to order, and introduced and welcomed the group. Chairman Nelson then asked Rich Nelson, board member, to start the meeting with his discussion items. Rich discussed Utah Tech Council's "Excite Students" media day partnered with Junior Achievement. Rich presented student comments on the day and invited the STEM Action Center Board to attend the media day next year.
Chairman Nelson then asked for a vote to approve the minutes from the May 2015 and June 2015 board meetings.

APPROVE MINUTES
MOTION: MARK HUNTSMAN MOVED TO APPROVE THE MINUTES, SECONDED BY NORM LECLAIR. THE MOTION WAS UNANAMOUSLY APPROVED.

Sarah Young provided a recap of the STEM Best Practices Conference held in June 2015. Sarah reported that there were 250 attendees, all from various backgrounds. Many attendees gave positive feedback about the conference, and many exhibited enthusiasm for what the STEM Action Center is providing. Rich Nelson asked about the participation of legislators and Sarah responded that legislators were invited and participated in a panel, and they those that came were very positive and excited about the conference.

II. **Board Discussion**

STEM Schools Designation Criteria: Sarah Young provided the board with the most updated criteria and rubric for the STEM Schools Designation project, where schools will be able to apply to become a recognized as a STEM school. Sarah made it clear that this is a pilot project, so it will be fine-tuned as time goes on. Schools will need to set goals and show effort towards being a recognized and designated by the STEM Action Center and the Utah State Board of Education as a STEM School in Utah. A question was asked how the Designation project is tied to the State Board of Education, and Sarah answered that while the STEM Action Center oversees the project, the Utah State Board and Office of Education were key to creating the criteria, and the awarding of the designation to schools will be from the State Office of Education.

APPROVE STEM SCHOOLS DESIGNATION CRITERIA AND PROCESS
MOTION: JEFF NELSON MOVED TO APPROVE THE DESIGNATION CRITERIA, SECONDED BY RICH NELSON. THE MOTION WAS UNANAMOUSLY APPROVED.

STEM Action Center Budget: Dr. Tami Goetz, executive director of the STEM Action Center, started with a summary of the yearly budget and then showed the details of the operational budget for the Center. Dr. Goetz explained that the STEM Action Center budget stays within the allotted amount, and any remaining funds will be spent on certain projects. Dr. Goetz also stated that she and Sue Redington, Program Director, met with a legislative fiscal analyst and received a positive report for the tracking and recording done by the STEM Action Center. Next steps are to provide this budget information to the Office of Management and Budget for consideration to be included in the Governor's Budget. Questions about the Governor's Budget and the STEM Action Center's legislative ask for funds were raised, particularly surrounding the math software being provided by the STEM Action Center and what will be provided in the future. Dr. Goetz stated that the legislative ask depends heavily on the data that is being analyzed by Dr. Sarah Brasiel at Utah State University on behalf of the STEM Action Center. Dr. Goetz gave highlights of the budget and any trends and changes to be noted for the coming year. Dr. Goetz specifically mentioned future budget cuts for the student and classroom grants due to the cost of oversight and projections.

APPROVE THE STEM ACTION CENTER BUDGET
MOTION: BRAD SMITH MOVED TO APPROVE THE BUDGET, SECONDED BY NORM LECLAIR. THE MOTION WAS UNANAMOUSLY APPROVED.

III.   **Adjournment**
         MOTION: JEFF NELSON MOVED TO CLOSE THE MEETING, SECONDED BY GENE LEVINZON. THE MOTION WAS UNANAMOUSLY APPROVED.

IV.   **JOINT MEETING WITH UTAH STATE OFFICE OF EDUCATION**
         Chairman Nelson called the meeting to order and asked that Dr. Tami Goetz introduce the STEM Action Center team. After introducing the team, Dr. Goetz stated the purpose of the joint meeting, She then allowed Sarah Young, STEM Liaison, to give instructions and the agenda for the meeting.

         Sarah Young allowed a few minutes for introductions at each table so that the STEM Action Center Board and the Utah State Board of Education could get to know each other. Once introductions were finished, Sarah asked the members of each board to review two handouts that give an overview of the STEM Action Center and the State Office of Education. Both documents should be beneficial to the board members to help clarify how the boards can work together. Sarah then asked that each table review the documents together, but with a specific discussion point assigned to each. Tables were assigned a topic ranging from K-12 education to higher education to industry representatives, and Sarah asked that the discussion at each table revolve around the projects given on the handouts, through the lens of their assigned topic. Sarah gave them two questions to consider as they do this. First, how so the two agencies/programs complement each other? And second, what opportunities exist for collaboration between the two agencies?

After the discussion, Sarah then asked for a report of the top three action items from each table. Following are those action items.

Group 1: Administrators
- Technology immersion (based on a language immersion model) for K-12
- More emphasis on counselors being trained on future jobs and college requirements
- Heavier emphasis on qualified computer science educators

Group 2:
- Identify redundancies and overlaps that are found within both agencies and programs
- As a principal-level administrator, link STEM programs to training
- More communication with administrators about the programs offered

Group 3: Educators
- Identify clear points of contact on each program
- Learn more about teacher needs
- Create a way for teachers to have more opportunity for collaboration

Group 4: Industry
- Use the STEM Schools Designation to create criteria for industry to participate in the classroom, and for there to be a possible tax credit for businesses that donate to education in that way
- Develop common goals and language around pathways to get and retain teachers in schools
- Extend the grant programs of the STEM Action Center to fill gaps in the opportunities of the State Office of Education, and that there should be a regular meeting to reprioritize between the two agencies.

Group 5: K-6 students
- Supporting student abilities through grants and training
- Encouraging positive exploration through activities, saying "yes" more and "no" less to student ideas, and fostering leadership through these programs
- Evaluating the impact of teacher training (such as the endorsements) through SAGE testing

Group 6: Higher Education
- Since industry moves faster than education sectors, utilize industry processes to impact classrooms
- Identify opportunities for incorporating expertise from higher education into K-12, and the insight from K-12 into higher education
- Work with the ARL (Alternative Routes to Licensure) process so that success can be clearly defined in offering kids real-world skills.

Sarah Young then closed the reporting portion of the meeting and stated that this should just be the beginning of collaboration and action. Dr. Goetz then summarized the meeting and encouraged board members to continue collaborating and revisit their notes from this meeting to continue moving forward with STEM initiatives.