

# STEM Action Center Board | 2013

## STEM Action Center Board Meeting Minutes

September 4, 2013 • 3:00pm to 5:00pm

Comcast Spotlight Office

1165 East Wilmington Avenue, 3rd Floor, Salt Lake City

---

<b>Members Present:</b>	Jeff Nelson (Chair), Spencer P. Eccles (Vice Chair), Blair Carruth, Christine Kearl, Martell Menlove, Mark Openshaw, Bert VanderHeiden, Gene Levinzon
<b>Members Absent:</b>	Brad Rencher, Robert Brems, Stan Lockhart
<b>Staff:</b>	Brian Farr, Sophia DiCaro, Vincent Mikolay, Carol George, Meredith Mannebach, Sue Redington
<b>Visitors:</b>	Susan Thackery, Cheryl Henowitz, Sarah Brasiel, Taylor Martin, Norm LeClair, Brent Peterson, Steve Lindsley, Mark Hurst, Diana Suddreth

---

### Welcome & Approval of Minutes

Jeff Nelson, STEM Action Center Board Chairman, called the meeting to order, welcomed the group and asked board members to approve the minutes from the last meeting.

**MOTION:** MARK OPENSHAW MOVED TO APPROVE THE MINUTES, SECONDED BY BERT VANDERHEIDEN. THE MOTION WAS UNANAMOUSLY APPROVED.

### Progress Report

#### a) School Selection:

Meredith Mannebach, STEM Action Center Program Manager, gave a brief progress update on the school pilot. Meredith reported that there is ample communication being conducted with providers and schools alike. MOU's have been sent to the schools and are pending signatures, at which point, providers will release the student/teacher accounts for their use, as early as next week. There have been a total of 2 schools, who have withdrawn from the pilot. The first school wanted to implement the program school-wide and opposed the control group; however they said they will purchase the technology. The second school voiced concerns over their lack of technology within the schools but STEM AC is in communication with the school to resolve the issue.

A Board Member inquired about the implementation and assessment of the pilot, Sarah Brasiel Associate Director at Utah State University, explained that the programs are instructional and are adaptable to the individual needs of the students. Each product has a built-in assessment which will conduct either a pre or post assessment. Also, several teacher surveys will be conducted to measure the teacher's experience. All students are set to take the pre-assessment, including the control groups. A few of the Board Members asked some clarifying questions, and Sarah discussed the assessment methods in depth.

#### b) Project Plan Review:

i) RFI - Meredith Mannebach, STEM Action Center Program Manager, presented the RFI progress report. Per requirements specified in the bill, middle school math was combined with college readiness.

ii) RFP - Meredith reported that additional evaluation criteria was added to the RFP, including student experience, teacher experience and professional development. The RFP is set to be released in the near future. Board Member, Bert VanderHeiden, inquired about the weight being given to the different criteria's. Meredith emphasized that student and teacher experience are the most important requirements because students and teachers are the essence of the program. Meredith explained that the Instructional Technology Sub-Committee plans to meet on Thursday, September 5<sup>th</sup> to address the feedback received from today's board meeting.

Mark Hurst, marketing and branding consultant contracted by Comcast, discussed various methods of marketing. Mr. Hurst suggested that parents are the targeted audience in branding the STEM Action Center. The group continued to brainstorm on ways to market and brand STEM education.

## **FY14 and FY15 Operations**

Vincent Mikolay, GOED Managing Director, spoke of the private funding requirement and the fundraising efforts that have been conducted thus far. The Comcast Spotlight office is committed to advertising the STEM initiative, IM FLASH pledged \$150,000; of which \$100,000 to be used for the program and \$50,000 for the advertising campaign, Ameri-med also promised another \$150,000 but have yet to allocate the use of those funds.

Vince briefly discussed the STEM AC mission, vision and strategic objectives. He stressed that the strategy may seem simple at the moment but that is due to the lack of presence of a budget, and until the budget has been allocated, the details of the strategy cannot be implemented. Sophia DiCaro, GOED Deputy Director, discussed the budget process and the deadline for submitting budget requests. Vice Chair, Spencer Eccles, wanted to ensure that there is an understanding of what is important to the Board, developing a budget for FY15 and what will need to be included in the line items for the budget. Items need to be arranged in the order of importance, for example, STEM professional learning, maintenance, and marketing etc. The Board Members continued to discuss future budgeting plans in more detail.

**MOTION:** JEFF NELSON MADE A MOTION TO AUTHORIZE THE STEM ACTION CENTER STAFF, OUTSIDE OF THE BOARD MEETING, TO ASK FOR UP TO 20 MILLION DOLLARS IN THE STEM AC BUDGET AND TO BUILD A COLLABORATIVE POSITION WITH USHE, USOE, AND UCAP. THIS BUDGET PROPOSAL IS TO BE PRESENTED TO THE BOARD OF EDUCATION. MOTION WAS SECONDED BY GENE LEVINSON. THE MOTION WAS APPROVED BY THE MAJORITY AND CHRISTINE KEARL ABSTAINED FROM THE VOTE.

Susan Thackery, Director of Technical Education from Utah Valley University, presented on the lack of women in Utah who have attained a higher degree, specifically those in the STEM field, and she discussed solutions to this gender gap issue.

## **Adjournment**

The meeting was adjourned at approximately 5:35 p.m.