



**Michigan STEM Partnership  
Board Meeting Minutes**

October 22, 2015

12:00 PM – 3:00 PM

Michigan Virtual University

3101 Technology Boulevard, Suite G

Lansing, MI 48910

1. **Call to Order** – The meeting was called to order at 12:05 PM
2. **Welcome Members and Guests** – New Board Members were welcomed
3. **Consent Agenda**  
The minutes of the September Board Meeting were approved. Motion by Greg, second by Paul
4. **Board Action(s)**  
There were no Board actions taken.

**5. Hubs Updates**

St. Clair Hub – Greg Johnson reported that a free STEM Symposium will be held at the St Clair Community College on October 24-25<sup>th</sup>. This is a collaborative effort by St. Clair County Community College and St Clair RESA. The event starts Friday evening with a national speaker and is followed Saturday with additional events.

Straits Hub – It was reported by the ED that a notice of resignation was received from Tom Wessel, Chair of the Straits Hub. Tom wrote, 'My role in Hub leadership, carried out as a Michigan Mathematics and Science Centers Network Director, has focused on supporting the development of regional partnerships as member of the Straits Hub. Now that the Michigan STEM Partnership is well established, incorporated, and applying for 501c3 status, I will be stepping out of my role as a Hub leader, and a Michigan STEM Partnership board member, as of today, October 5, 2015'. Efforts will begin to replace that position.

Lake Michigan Hub – it was reported that the Lake Michigan Hub held its Fall meeting at the Outdoor Discovery Center in Holland, Michigan. One of the presenters was Mike Tanoff. Mike's presentation included a definition of STEM/STEM Education that has been in development by the Michigan Math and Science Center Directors. Brandon Lucas commented that he was glad to see the definition of STEM education focused on the integration of the four areas (Science, Technology, Engineering, and Math) but emphasized that the application of the problem solving need to be practical and real world. The ED added that the structure of the definition STEM definition included several categories including STEM Literacy, STEM Education, and STEM Careers and the definition of STEM Education stated that STEM Education leads to STEM Literacy and STEM Careers.

## 6. Executive Director's Report

The ED commented on the report highlighting the National Afterschool STEM Summit in Washington DC. This event was attended by a team from Michigan headed by the Michigan Afterschool Partnership (Mary Sutton). Attendees included the ED and Romulo Juarez (a new Partnership Board Member) representing Michigan business. This was an outstanding event with representatives from all states and including government, schools, STEM organizations, state and national legislators, and other providers. We are very grateful to Mary Sutton for inviting representatives from the Partnership to attend and covering a majority of the costs.

## 7. Committee Reports

### **Executive Committee**

Partnership Officers - Paul reported that Monique Wells has accepted the role of Vice Chair and he will remain as First Chair for the remaining fiscal year. Additionally, the chair of Communications Committee will join the Executive Committee.

Committee Roles (pre-read document) – This document was briefly reviewed as it highlights the function and purpose of each of the board work committees. The document was prepared to assist the board members in selecting the work committee(s) they wish to serve on. Paul also explained a change in the focus of the Task Force Committee. This committee exists to address development needs of the organization. The previous need of the organization was the STEM Grant Process. Having fulfilled the development needs of that process, the grant oversight will shift to the Strategic Directions Committee. The new development focus of the Task Force Committee will be fundraising.

Work Committee Membership (pre-read document) – The document listed the current membership of each work committee and identified open seats. Discussion among the board allowed all work committees to be populated.

Committee Action Items (pre-read document) – This document was also reviewed as it outlines all of the current action items for each of the work committees for this fiscal year.

MISTEM Structure and Process Model Draft (pre-read document) – The ED reviewed the document and explained the structure and function in the development process with the MISTEM Committee (Chaired by Representative Zemke). The ED explained that the document outlines a possible support structure to the expected appointment of a MISTEM Advisory Council that will raise funds for STEM education/initiatives and approve a program of options that these funds will support. The proposed model would allow the partnership to posture as a leader in the STEM Program Development and Incubation Alliance and the Connections and Promotion Alliance. The indication is that development will be necessary to address specific educational and workforce development needs in a broad base of industry sectors, many that are not currently addressed by commercially available products or grassroots initiative. The hope is that a percentage of funds raised will go to the development of student programming that addresses these needs. This would allow the Partnership to expand its student program development outside the current STEM Grant funding. With the makeup of the Partnership Board and history of student program development over the past two years, the Partnership is uniquely qualified for this role. Paul explained that this development is the culmination of four months of discussion and allows the Partnership to put a stake in the ground as to its ability and capacity to support the statewide model.

Board meeting schedule for November –January – It was determined that the November board meeting will be moved to December 3<sup>rd</sup> and there will be no regular December meeting.

### **Finance Committee**

Gary reported that communications with MDE have indicated that the funding for this year is forthcoming and will include \$100,000 for administration and \$375,000 for grants. Gary also reported that, within the budget for this fiscal year, approximately \$7,500 in expenses are not covered by any of the grant funds and the Partnership will need to rely on fundraising to cover any costs (outside of current debts) in these areas.

Gary reported that a communication has been received from the IRS stating the Partnership's application for tax exempt status is in review and will be processed in one of two ways; approved as submitted or approved will additional information. This process will take 90 – 120 days; meaning the Partnership will have tax exempt status sometime in December to February.

Gary also reported that the Partnership currently has an outstanding invoice for the work done in supporting the development of the 501(c) 3 application. Some donations have been received but more are needed to cover the balance. Donations can be made directly through the Partnership website with a credit card.

### **Strategic Directions Committee**

There was not Strategic Directions Committee Report

### **Governance Committee**

Greg reported that Patty Cantu has resigned from the board. Patty represented Career and Technical Education. With Patty's resignation there are 3 open spots on the board and any board member may refer a candidate for the board.

### **Communication Committee**

There was no report but the ED did ask any board member that has not yet submitted an updated personal description for the website to please do so.

### **Task Force Committee**

It was reported that through the review process by MDE, an element of the STEMNETICS grant proposal awarded to the Genesee STEM Academy included indirect administrative costs that are not allowable. This grant was reduced by \$878. The recipient was informed and funds were shifted to support the grants that included split payments between two fiscal years.

It was also reported that Tracy Daugustino, Co-chair of the Straits Hub, has also submitted a letter of resignation from the hub position. While the Partnership looks for individuals to fill the vacancies at that Hub Christy will provide operational support.

## **8. Additional Items/Updates**

- a. Traverse City Grant Press Release – This was included as a pre-read document for the Board's information. This is a highly publicized initiative and the Partnership is getting mentioned for its support and funding.
- b. NASA Mission Patch Design Competition-Statewide – The ED review the process design of the competition. Information should be available in December and the goal is to engage the hubs in the outreach and promotion of the opportunity for students.

- c. Updated Grant Payment Awards – Reports to the Partnership indicated that that all grant payments have been made. Jarrod Grandy responded that the grant to his district has not been received. The ED explained that the process includes Wayne RESA sending checks to 5 different Hub fiscal agents and those agents sending checks to the awardees. This process is cumbersome and is not currently under managerial control of the Partnership. Once the Partnership becomes its own fiscal agent this process will be abandoned. Christy reported that checks have been received by Hub fiscal agents but some checks have not been sent to the awardees. Jarrod was provided the name of the individual at the Hub fiscal agent to contact in regard to the grant payment.

**Adjourn** – The meeting was adjourned at 1:29 PM