



**Michigan STEM Partnership
Board of Directors Meeting
March 24, 2016**

Meeting Minutes

Call to Order

The meeting was called to order at 12:07

Welcome Members and Guests

Board members' onsite and online were welcomed, there were no guests in attendance.

Present onsite – Paul Agosta, Gary Gilger, Kathleen Owsley, Gary Farina

Present online – Greg Chapplle, Linda Daichendt, Greg Johnson, Jodie Ledford, , Brandon Lucas,

Kathleen Rafalko, Jennifer Seger, Mary Sutton, Michael Tanoff, Monique Wells

Apologies – Jenny Deason-Copeland, Mel Drumm, Jarrod Grandy, Lisa Gordon, Greg Marks

Other – Romulo Juarez, Andrew Smart, Kevin Sprage

Consent Agenda

The minutes from the January Board meeting were approved - moved by Gary G. second by Kathleen O.

Hubs Updates

Gary Farina reported on the recent Bay Hub Meeting. The meeting primarily feature David Proctor who will be coordinating the 2015-16 STEM grant proposal, review, and award process. Both Greg Marks and Gary Farina were in attendance. David review all of the elements of the proposal and the design, review, and award process.

Executive Director's Report

There was no formal Executive Directors report

Committee Reports

Executive Committee

Mission/Goals draft document – action item

Paul overviewed the focus of the updated organizational mission, the recent work of the Communications Committee, and the need to secure stable operational funding. Discussion centered on the need to update the vision statement that was not part of the January review. The Strategic Directions will review the current organizational vision statement and recommend any updates. Concerns were expressed regarding the organizational regional structure. Most of the past of activities of the Hubs was centered on building and maintaining the individual regional structures and not on development activities. The current thought is that whatever is done by the partnership needs to be aligned to the Prosperity Regions. It was suggested that the website information be changed to indicate the critical elements that will be part of the future regional structure of the Partnership – removing references to Hubs. The development of a new regional structure for the Partnership will be part of the work of the Strategic Development Committee.

Further discussion identified concerns with wording within the goals statements (what is meant by 'empowering' and if the Partnership would be promoting 'needs'). It was determined that we would only vote to approve the mission statement and ask for more feedback on the wording in the goal statements.

Paul called for approval of the updated mission statement only. Motion by Paul, second by Gary G. Motion was approved.

Paul mentioned that the state funded STEM grants are being administered this year through the Science, Math, and Technology Center (SMTC) at Central Michigan University and proposals are due by April 12, 2016

Michigan STEM Advisory Council Report/Recommendations – Owsley

Kathleen referred to the report that was provided to the Governor. An embargoed copy was provided to Board Members as a pre-read document.

Highlighted points included:

- Michigan has a number of great resources and assets but connectivity remains an issue.
- There is not one place where 'the buck stops' and there should not be a place where the buck stops (the Governor's Office).
- The Math and Science Centers are a great resource/asset in Michigan and the question is if there value in rebranding them as STEM Centers
- How do we empower the Executive Director of the Math and Science Centers Network and that the Michigan STEM Partnership has been part of the discussion as well.
- There is still a need in regard to the Council, and others, to draw out (document) the STEM ecosystem in the State. This would help to clarify roles.
- Four areas of focus included :
 - Creating a new stem culture - develop something like the Pure Michigan effort with the allocation of resources and funding.
 - Empowering STEM teachers – how to empower teachers and how measure progress outside of what is already being done, more qualitative measures.
 - Integrating business and education – more opportunities for direct connections between educators and business technical and professional staff.
 - Providing high quality STEM experiences – focusing on hands-on learning opportunities
- The timelines for the next round of recommendations is December 2016. If anyone has input that they would like taken back to the Council for review you can provide it to Kathleen.
- The Governor had asked to include a \$10,000,000 equipment allocation for CTE

Finance Committee

License to Solicit

The Michigan STEM Partnership has applied for a License to Solicit from the Michigan Department of Treasury. Receipt of that license is expected soon.

IRS – Form 990

The Michigan STEM Partnership has been informed that they need to file a Form 990 to the Internal Revenue Service. This will require the assistance of Yeo & Yeo. Currently there are no funds to move this forward.

End of Year Report – potential action item

A pre-read document was provided that outlines an end of the year financial report for the Partnership. Much of the information used to create the report was provided through general information provided by our former fiscal agent so some of the figures are estimates. Paul asked how much is needed to go live with the new website – it is estimated that \$600 is needed to cover the remaining balance of the website redesign contract. Gary G. estimates that we will need at total of \$1,000 that would include annual website hosting fees. Further discussion center on the need for donations and/or sponsorships as we await efforts in securing grants to materialize.

Motion for approval – it was moved by Paul and second by Brandon to approve the 2014 – 2015 End of the Year Financial Statement. The motion was approved

Strategic Directions Committee

Strategic Development Focus

The most critical need for the next several months is fundraising.

NSF Grant Opportunity

Brandon overviewed the NSF grant opportunity that focuses on serving under represented student populations. This grant would fund up to \$300,000 for two years. Linda explained a related initiative by MTAM that the Partnership could support. Use of a professionally produced movie has been secured by MTAM that highlights girls that have learned to Code and help solve community problems. Plans are to use the movie to both engage organizations at the corporate level and to tour the state to show the movie at schools to students and parents. The strategy of the corporate event is to secure resources to provide the state tour that would hopefully engage girls in STEM.

Brandon outlined the steps needed to create and submit a NSF proposal that would include support of the opportunity outlined by Linda. This would include connecting a number of supporting organizations and developing the proposal that would allow the Partnership a managing role in the proposal design. Several board members indicated an interest in discussing the opportunity and designing a plan to move forward. Gary F. will send out a meeting invitation for the group.

Governance Committee

Board Member Appointments – action item

A motion was made (moved by Paul and second by Gary G.) to approve the appointment of Kathleen Rafalko, Black & Veatch and Greg Chappelle, TARDEC to the Michigan STEM Partnership State Board of Directors. The motion was approved

Open Seats

It was reported that the bylaws call for a 24 member board with an even distribution of business and educational representatives. Currently there are three open seats; one business and two education.

Update of Bylaws – action item

A draft change to the bylaws was provided as a pre-read document. This change removes the limit of 24 board members and calls for a balance of education and business representatives rather than a requirement of 12 each. This allows for more flexibility and removes the barrier of appointing a value added representative if all seats are currently filled.

A motion to approve was made by Gary G. and second by Paul. The motion was approved

Communication Committee

Website Update

The contract for the website design is with High Level Marketing, Farmington Hills. The application used will provide us full content editing capabilities including audio/video. The Communication Committee will be reviewing the new design concept next week.

The Communication Committee was recognized for all of the great work they have been doing and for their productivity. Numerous developments have been completed over the past few months.

Annual Report

The 2014-15 annual report has been completed and posted to the website. The development provides a template that will be useable for the next several years – making future report development less labor intensive. Linda reviewed the developmental intent of the different report sections.

Task Force Committee - Fundraising

The Task Force Committee has not met recently. Recent fundraising efforts are on grant developments that will provide a year of operational funds. As those funds are secured the task force committee will initiate efforts to raise funds additional funds and sponsorships based on the value and efforts of the Partnership's activities and accomplishments.

Additional Items/Updates

2016 STEM GRANTS (RFP – pre-read document)

This item was discussed earlier and the full RFP is on the google drive for review.

Event Sponsorship - update

STEM Week

The request was initiated with the legislature to approve Michigan STEM Week, generating a proclamation by the Governor. No action on the request application is reported at this time.

Pistons STEM Event

This event was scheduled the day/evening of the worst snowfall of the winter and no schools were in session.

Mission Patch Design Competition

We did not receive enough submissions to meet the requirements that would allow the Partnership to award the prize and send the design into space. The primary reason was that we could not promote the event adequately with the former website.

Requests for STEM in-services

The Partnership has received several calls from school districts looking for in-services/professional development on STEM. The need appears to be foundational knowledge in what STEM is and the types of content, activities, and connection to talent development needs that needs to be included. It also appears that there is a niche/need in the field that the Partnership can service.

Adjourn

The meeting was adjourned at 2:08 PM