

STEM Hub Steering Committee Meeting

Professional Development Team

February 13, 2015

Attendees: Alistair Windsor, Lischa Brooks, Tim Roberts, Richard Finnie, Peter Bridson, Alfred Hall

Hub Initiatives to be sustained – The team recommended the following initiatives currently implemented by the Hub be sustained as part of our ongoing efforts:

- STEM Spotlights – these are great examples of STEM career opportunities that are helpful for students to explore various careers and nurture the development of their identity as a STEM professional. The spotlights are also helpful for teachers to enhance their familiarity with various STEM careers as well.
- STEM Certification Training – last summer the STEM Hub jointly sponsored a STEM Certification Training Institute with Shelby County Schools to prepare teachers to teach STEM courses in middle and high schools. The team acknowledged a growing demand in this area and encouraged the Hub to continue this effort.
- STEM Master Teacher Corps – the Hub should continue the growth and development of the STEM Master Teacher Corps across West Tennessee to help support the implementation of project based learning activities and prepare them to implement the newly developed Tennessee Science Curriculum Framework.
- STEM Challenge Competitions – the development of partnerships to sponsor STEM Challenge Competitions should continue to provide real-world learning opportunities for schools and students in the region.

Annual Conference – recommendation for focus
Cradle to Career Collaborations for STEM.

Suggestion for Break-out Sessions:

- Exemplars of Business and School Partnerships for STEM
- STEM Skills and Competencies needed for the workforce
(Which jobs require which skills, competencies, certificates, or degrees?)
- Vertical Alignment conversations for STEM at transitional levels (elementary to middle school, middle to high school, high school to college, college to career).
- Career and Technology Education opportunities for preparing students to develop the skills and competencies needed to successfully enter the workforce in the 21st Century.

STEM Hub Steering Committee Meeting

Sustainability Team

February 13, 2015

Attendees:

Boyce, Erica		Gilliland, Mandi	X	Sharon Rozzi	X	Rodriguez, Jennifer	X
Bridson, Peter	X*	Grantham, Kimberly	X	Stokes, James	X	Ivey, Stephanie	X*
Cherry, Kim		Harris, Eric		Wells, Brian	X	Natasha Higgins (Geotech)	X
Cherry, Pam		Healey, Sean		Wilson, Catherine	X	Kay Cooper (Fed Ex)	X
Fitzhenry, Jim	X	Bush, Jenny		Jones, Tamara			
		Galphin, Patrick		Keyser, Matt			

* Came into meeting for just a few minutes (other obligations)

Agenda:

1. Welcome to New Members – 5 minutes
2. Review status of action items from last meeting – 10 minutes
3. Approval of the minutes from last meeting
4. Round Robin Team Member Updates aligned to our six key sustainability strategies – 40 minutes. News related to...
 - a. Engaging Corporate Partners (Corporate Team Members)
 - b. Securing Grants (Cathy Wilson, Stephanie Ivey)
 - c. Soliciting governmental funding (Peter Bridson)
 - d. Leveraging existing STEM centers at institutions of higher education (Peter Bridson, Brian Wells)
 - e. Partner with education and community organizations (Cathy Wilson, Stephanie Ivey)
 - f. Establish the credibility of the Hub through marketing communications (Cathy Wilson, Stephanie Ivey)
5. Hub Initiatives: What are the top 3 initiatives that this team would like to see advanced by the STEM Hub in the next year?
6. Annual Conference
What is this team's suggestion for a focus for the annual conference (May 15, 2015 in Memphis) that will engage all stakeholders, but particular industry? Please list a suggested breakout session that this team is willing to sponsor for the annual conference
7. Recap Next Steps – 5 minutes

Minutes:

1. Welcome to New Members

- a. Members introduced themselves (Natasha Higgins from Geotech, Kay Cooper from Fed Ex) were visiting today and were asked to be new members on the committee. Members were asked to update their information on Sharon's list and give it back to her.

2. Review status of action items from last meeting

- a. Cathy Wilson needs to send out the latest version of the Sustainability Team Report. We need updates from Buckman, and the Corps of Engineers. Cathy needs to be sure to strike Buckeye as they have been acquired by Georgia Pacific who declined to participate.
- b. Jim Fitzhenry and Stephanie Ivey are working with Rhodes College on developing STEM Student Ambassador positions through a work study program.
- c. Sharon asked who besides Medtronic had Volunteer Grants at their company. Mandi volunteered that International Paper also provides Volunteer Grants.

3. Approval of the minutes from last meeting

- a. Minutes approved based on a motion from Jim Fitzhenry and Cathy Wilson

4. Round Robin Team Member Updates aligned to our six key sustainability strategies

a. Engaging Corporate Partners (Corporate Team Members)

On the subject of recruiting new Sustainability Team members Sharon Rozzi said she needed to will follow up with contacts at Wright Medical, Autozone and Smith/Nephew. Jim Fitzhenry offered to take over the Smith and Nephew follow up with a key contact he has there. Kimberly Grantham said she has contacts at Wright Medical. Kimberley and Sharon to follow up offline. Mandi Gilliland is trying to find a replacement for her position as she will be relocating with International Paper soon. She will work with IP's HR dept. Brian Wells will follow up with Unilever regarding joining the Team. He needs to have a packet mailed to him (Cathy will do this).

Mandi is going apply for another International Paper grant. She needs to know the most pressing need (Challenge Summit?) and will apply for @ \$10K. Cathy will check with Stephanie on this.

b. Securing Grants (Cathy Wilson, Stephanie Ivey)

Cathy is researching smaller grants in the range of 5-10K

c. Soliciting governmental funding (Peter Bridson)

Peter will be working on this with Stephanie (particularly on Day on the Hill in late February). It was also suggested by James that we not forget the importance of local funding sources.

d. **Leveraging existing STEM centers at institutions of higher education (Peter Bridson, Brian Wells)**

Brian Wells spoke briefly on leveraging IHEs

e. **Partner with education and community organizations (Cathy Wilson, Stephanie Ivey)**

- i. Kay Cooper suggested reaching out to the Chamber of Commerce or the Rotary Club to do presentations to drive stronger partnership.
- ii. Sharon talked about trying to get a Society of Women Engineers professional section charter in the Memphis area as SWE historically does considerable STEM outreach and would be a great Hub partner.

f. **Establish the credibility of the Hub through marketing communications (Cathy Wilson, Stephanie Ivey)**

The hub is working on corporate sponsorship spotlights (successes) to be completed by the end of May.

5. **Hub Initiatives**

What are the top 3 initiatives that this team would like to see advanced by the STEM Hub in the next year?

1. STEM Student Ambassador Program
2. Library Resources
3. Hub STEM Speakers Bureau

6. **Annual Conference**

What is this team's suggestion for a focus for the annual conference (May 15, 2015 in Memphis) that will engage all stakeholders, but particular industry? Please list a suggested breakout session that this team is willing to sponsor for the annual conference

The team discussed using the "Collective Impact" model as a focus to engage all stakeholders. Sharon mentioned an article on this. Cathy found it on the Internet and sent it to Sharon to share with the group. James Stokes mentioned that here are people in Memphis who could speak to "Collective Impact" case studies in our community.

Breakout sessions around the focus of "Collective Impact" might include:

- Keys to forming successful Public-Private partnerships
- Measuring our impact. If the lagging indicators of the Hub's impact are test scores, what are the leading indicators of our impact?
- Problem solving as a way to engage students and corporations, with a percentage of the impact of solving those problems reinvested in the Hub

7. **Recap Next Steps**

See action items on the next page.

8. Other additional topics covered:

Cathy is attending training today on BlueJeans (a cloud based conferencing site that could be used for larger meetings). (see bluejeans.com)

Mary Airhart Brown is just beginning her job in RSS (taking Judy Faris's place). She has a lot to absorb so she will not be interfacing with the STEM Hub for now. *

Cathy mentioned an initiative at Fayette Academy where they are trying to get funding for Science Experiment on the next shuttle. Time is running out on this. Cathy will forward an email to committee member to see if anyone is interested in helping with the funding for this. This is not particularly a STEM Hub initiative but may help us gain engagement.

Cathy talked about the need for camps and the demand for STEM/STEAM education.

Action Items:

What	Who	When	Status
Continue to recruit additional corporate members to the Hub Steering Committee and Sustainability Team	Mandy, Jim, Sean, Matt, Sharon	Thru May	In progress
Follow up on Rhodes College interest in offering some "work study" type of positions towards The Hub STEM Student Ambassador Program. Need a path forward with Rhodes to make this come alive.	Stephanie Ivey and Jim Fitzhenry	May 30	In progress
Propose what the portion of the Hub's budget should come from grants/ corporate/ other sources, and compare to historical funding years. What does the pie chart look like?	Stephanie Ivey, Sharon Rozzi	March 20	In progress and will be included in the Sustainability Plan
Cathy to send out the latest version of the Sustainability Team Report. Cathy to strike Buckeye as they have been acquired by Georgia Pacific who declined to participate.	Cathy Wilson	Feb 28	Done
Update Buckman section in the Sustainability Plan	Jim Fitzhenry	March 15	
Update the Army Corps of Engineers section of the Sustainability Plan	Jennifer Rodriguez	March 15	
Sharon Rozzi will follow up with contacts at Wright Medical and Autozone. Kimberly Grantham said she has contacts at Wright Medical. Kimberley and Sharon to follow up offline.	Sharon Rozzi, Kimberley Grantham	March 15	
Jim Fitzhenry to follow up with his key contact at Smith and Nephew	Jim Fitzhenry	March 15	
Mandi Gilliland to identify a replacement from International Paper for her position	Mandi Gilliland	May 1	
Brian Wells will follow up with Unilever regarding joining the Team.	Brian Wells	March 30	

Cathy Wilson to send Brian Wells sever “leave behind” packages for team member recruiting	Cathy Wilson	March 1	
Mandi is going apply for another International Paper grant based on the most pressing need (Challenge Summit?) and will apply for @ \$10K.	Mandi Gilliland	April 30	
Cathy will check with Stephanie Ivey on the most pressing Hub funding need.	Cathy Wilson	February 16	Done
All Corporate Members to promote the Hub STEM Speakers Bureau as a great no-cost way of getting employees involved. Employees can join the Speakers Bureau through the “Partners” page on www.westtnstem.org	All Corporate Members	March 30	

STEM Hub Steering Committee Meeting Communications Team February 13, 2015

Members Present:

Meredith Powers, Stephanie Ivey, Craig Stewart, Reuben Burch, Annie Rapalo, Michael Gibson

Agenda:

- **Hub Initiatives:** What are the top three initiatives that this team would like to see advanced by the STEM Hub in the next year?
 - Model for experiential learning in STEM for credit (elucidate pathways/ladders)
 - STEM for All and future market—draw in future students
 - Bridge gaps across high school, college, rural, etc.
- **Annual Conference:** What is this team’s suggestion for a focus for the annual conference (May 15, 2015 in Memphis) that will engage all stakeholders, but particularly industry?
 - Risk mitigation through future (disruptive) technologies.
 - STEM integration (K-8) links to STEM education.
 - Workforce, training and education across the pipeline.
- **Annual Conference:** Please list a suggested breakout session that this team is willing to sponsor for the annual conference.

Climate of Change theme including demographic, technology, education and global shifts in climate