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MINUTES

Name of Organization: Informal STEM Learning Environments (ISLE)
Subcommittee

Date & Time of Meeting: Thursday, October 26, 2017 1:00 P.M.

Place of Meeting: Governor's Office of Science Innovation and
Technology (OSIT)
100 North Stewart Street, Suite 220
Carson City, NV 89701

Please use the following numbers to join the conference call:

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- I. Call to Order/Roll Call
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

Co-Chair Leifheit called the meeting to order at 1:03 P.M.

Members Present: Aaron Leifheit, Amy Page, Craig Rosen, Andy Hart, Sean Hill

Members Excused: Kristoffer Carroll, Jessica Snaman, Judy Kraus

Guests Present: No guests present

Staff Present: Brian Mitchell and Debra Petrelli, OSIT

- II. **Public Comment** (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

There was no public comment.

- III. **Welcoming Remarks and Introductions** (For information only)
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

Co-Chair Leifheit welcomed everyone. The main goal today will be to approve the Informal STEM Learning White Paper.

- IV. **Approval of the Minutes from the September 15, 2017 Meeting** (For possible action)
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

Chair Leifheit made a motion to approve the Minutes of September 15, 2017. Co-Chair Page seconded the motion. The motion passed unanimously.

- V. **Update on White Paper Presentation to CHOLLA: Connecting Hands Offering Lifelong Learning Adventures** (For information only)
Aaron Leifheit – Co-Chair

Co-Chair Leifheit pointed out that it was agreed upon by the subcommittee at the September 15, 2017 meeting to present the draft White Paper to other members of the community and give them an opportunity to provide their input as suggested by Mr. Rosen to get everyone possible involved.

Co-Chair Leifheit updated the subcommittee on his presentation of the White Paper to Connecting Hands Offering Lifelong Learning Adventures (CHOLLA). They are a group of informal educators in Southern Nevada, consisting of mid-level managers from museums and parks. He said his presentation was an agenda item at their meeting. All members, approximately 60, received a copy of the White Paper. He had requested a two-week response time from the CHOLLA members to provide comments. He said he received several comments of which were incorporated into the document. Most recommended changes were for grammar. He did receive good overall comments and suggestions and expanded on some of the examples.

VI. Update on White Paper Presentation to Green Nevada (For information only)
Sean Hill – Committee Member

Mr. Hill commented on his presentation of ISLE's White Paper to Green Nevada. He said it was similar to the presentation to CHOLLA. All members of the Green Nevada group received a copy for their review. He gave them background on what it was and asked for feedback. He said he received words of encouragement and support. He did receive feedback from three sources, Mary Kay Wagner from NV Division of Environmental Protection, Mehgan Schiedel from the Terry Lee Wells Nevada Discovery Museum and Vanessa Robertson from Envirolution. He said he collated everyone's comments, which were sent back to Co-Chair Leifheit. He pointed out that all recommendations now appear to have been included into the document.

VII. Approval to Submit FINAL White Paper to STEM Advisory Council for Ratification (For possible action)
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

Co-Chair Page made a motion for approval to submit the Final White Paper to the STEM Advisory Council for Ratification. Mr. Rosen seconded the motion. The motion passed unanimously.

Mr. Mitchell commented it was really a good idea that the subcommittee reached out to groups of broader stakeholders and believes the document was improved further with the feedback received. He said the next step is to get it on the next meeting agenda of the STEM Advisory Council, which will be in either December 2017 or January 2018. He said once the Council has approved and ratified the document, they will help to circulate it throughout the state and make sure everyone understands its significance and what it means for informal STEM learning in Nevada. It should improve and help to spread these programs throughout the state. He requested that a member of this subcommittee be present either in person or by phone at that next STEM Advisory Council meeting to give a brief overview of the document and the process to complete it, along with ISLE's vision of the next steps for the document.

VIII. Consider Agenda Items for the Next Meeting (For possible action)
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

Co-Chair Leifheit said for the next meeting we should include the Final Logic Model, as presented by Sean Hill. Mr. Hill commented he will send out the latest version to the group. He is looking for continuity, with a clear line of logic. He requested any comments or mark-ups can be presented at the next meeting and possibly they could finalize the document at that meeting.

Co-Chair Leifheit also suggested an overview of ISLE's Best Practices and identify our purpose. Mr. Mitchell suggested it not only be about defining best practices, but also outlining how to get there. Perhaps they should include a discussion on how to assist and provide information on how to help programs on their endeavor to be a state recognized program.

Mr. Mitchell suggested an agenda item also be Communications, specifically about the White Paper and how ISLE would like to have it communicated to the public.

It was also suggested to begin conversations on a Statewide Informal Conference.

- IX. Next Meeting Date Will be Determined at this Meeting (For possible action)
Aaron Leifheit – Co-Chair
Amy Page – Co-Chair

It was unanimously decided that the next meeting would be on Thursday, December 7, 2017 at 3:30 PM

- X. Public Comment (No action may be taken upon a matter raised under public comment period unless the matter itself has been specifically included on an agenda as an action item.)

There was no public comment.

- XI. Adjournment

Co-Chair Leifheit adjourned the meeting at 1:33 P.M.