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Name of Organization: Community Partnerships Subcommittee of the Science, Technology, Engineering and Mathematics (STEM) Advisory Council

Date and Time of Meeting: Tuesday, February 7, 2017, 2:00 PM

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

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**MINUTES**

- I. Call to Order/Roll Call.  
Brandolyn H. Thran, Chair

Chair Thran called the meeting to order at 2:05 p.m.

Members Present: Brandolyn H. Thran, Jeneane Harter, Pom Jintasawang, Richard Knoeppel, Cheryl Wagner

Staff Present: Brian Mitchell, Debra Petrelli

- 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.  
Brandolyn H. Thran, Chair

Reviewed purpose of meeting: 1) To re-engage group after many starts and fits as a result of Mrs. Beth Wells leaving the state and re-organization of the NV STEM Coalition. 2) To introduce group to our new home under the Nevada STEM Advisory Council. 3) To introduce group to the Nevada STEM Advisory Strategic Plan. 4) Begin to discuss goals for 2017.

- IV. Review Nevada STEM Advisory Strategic Plan. (For information only)  
Brian L. Mitchell, OSIT

Mr. Mitchell provided a concise summary of the Strategic Plan and its role as a strategic document that provides a high-level vision of STEM education in Nevada and serves to align the many Stakeholders that are engaged in STEM education.

The Strategic Plan is not yet finalized and Mr. Mitchell welcomes any comments on the document. Please provide any comments within 2 to 3 weeks.

- V. Review Current Committee Status/Changes. (For information only)  
Brandolyn H. Thran, Chair  
Brian L. Mitchell, OSIT

Mr. Mitchell provided an explanation for the transfer of the committee to the Community Partnerships Subcommittee of the STEM Advisory Council. There was discussion regarding where the STEM Ambassador Program is housed, and as of now the STEM Ambassador Program still resides under the NV STEM Coalition.

- VI. Review from 2016 STEM Summit Planning Meeting. (For information only)  
Brandolyn H. Thran, Chair

Notes from the 2016 STEM Summit Planning Meeting were read, focusing on the “next steps” that were captured by Chair Thran. There were nine (9) possible “next steps” or “things to consider” captured during that meeting that directly related to our group:

1. Produce a FAQ sheet about how to get involved in schools.
2. Determine the link of this group to/with the STEM Ambassador Program and define the breath of relationships/partnerships that are possible and/or active in our state.
3. Link the utility of partnerships to the Nevada Educator Performance Framework (NEPF).
4. Be sure to support the goals of school districts.
5. Learn the needs of the schools and Ambassadors and involve professional societies.
6. Clarify the interaction of schools defined as “informal” or “formal” with clarity of language that everyone can understand (clarity of language for non-educators).
7. Collect data to show evidence of learning or the support of learning.
8. In informal settings, increase the depth of what kids do and connect to in the classroom.
9. Include public libraries.

Discussion by the Subcommittee included knowing who the audience is for our products, for example, where would the FAQ sheet be posted? Mr. Knoepfel suggested the STEM UP website. There was an inquiry about an informal education-rubric that had been developed in the past, but it appears that development was paused, but we will work to track that down; possible contacts to start with are Kris Carroll with Southern Nevada Regional Professional Development Program (SNRPDP) and Amy Page with Nevada Natural History Museum Educational Programs.

VII. Discuss Next Steps for Subcommittee. (For information only)  
Brandolyn H. Thran, Chair

The group requested time to review the Strategic Plan (it was provided electronically) and the 9 points above, and at our next meeting we will discuss possible connections and next steps.

The group agreed to begin to work on a “partnership definition document” (part of #2 above) because there is a need to develop a common lexicon so all Stakeholders can have meaningful conversations sooner, without always having to define terms for each other. Chair Thran will begin to draft that document.

VIII. Set Goal/Timeline for Agreed Upon Next Step. (For information only)  
Brandolyn H. Thran, Chair

Goals and timelines will be set at the next meeting, after review of documents and further consideration.

IX. Discuss Regular Meeting Schedule.  
Brandolyn H. Thran, Chair

The Community Partnership will meet the second Tuesday of each month at 2:00 p.m. (Pacific Time). Additional meetings will be held as needed for specific topics and/or work products.

Next Meeting: Tuesday, March 14, 2017 at 2:00 p.m.

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.

Chair Thran adjourned the meeting at 2:50 p.m.