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Name of Organization: Advisory Council on Science, Technology, Engineering and Mathematics (STEM)

Date and Time of Meeting: April 25, 2016, 2:00 PM

Place of Meeting: Blasdel Building  
209 E. Musser Street, Room 105  
Carson City, NV 89701

This meeting will be video conferenced to the following location:

Grant Sawyer State Office Building  
555 East Washington Ave,  
Suite 5100  
Las Vegas, NV 89101

## **MINUTES**

- I. Call to Order/Roll Call  
Mark Newburn, Co-Chair  
Kelly Barber, Co-Chair

Mr. Newburn called the meeting to order at 2:02 pm. He will run the meeting today.

Members Present: Mark Newburn, Shelace Shoemaker, Marcus Mason, Dr. Anne Grisham, Robert Elliott, Richard Knoeppel, Kelly Barber, Dave Brancamp, Dr. Carl Reiber, Cory Hunt, Kristine Nelson

Members Excused: James Huckaby, Gerd Poppinga, Judy Kraus

Guest Present: Jeannine Haren, Lee Quick, Dr. David Crowther, Linda Heiss, Bob Potts, Randi Hunewill

Staff Present: Brian Mitchell, Dale Ann Luzzi

A quorum was declared.

- 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**  
Mark Newburn, Co-Chair

Mr. Newburn thanked everyone for attending the meeting and said the STEM Council is making progress.

- IV. **Approval of the Minutes from the March 28, 2016 meeting** (For possible action)  
Mark Newburn, Co-Chair

Mr. Hunt made a motion to approve the minutes as written. Ms. Nelson seconded the motion. The motion passed unanimously.

- V. **Presentation and Discussion Regarding Restarting the Principal and Administrators STEM Academy** (For information only)  
David Crowther, Ph.D., Exec Director Raggio Research Center for STEM Education, Professor Science Education, University of Nevada, Reno

Dr. Crowther provided the STEM Advisory Council with an overview of the Principal and Administrator Academy (Attachment A). It was part of a project funded by Dorothy Lemelson. The program launched in the fall of 2013. It was a collaborative effort between University of Nevada, Reno (UNR) and Washoe County School District. The course was offered through UNR graduate program and students earned three credits. The yearlong program met once a month. Throughout Dr. Crowther's presentation, the Council was able to see the various topics and materials that were covered during the year. He said the program worked well for those who participated. He also said that the class has not been offered again since there hasn't been a demand for it. Dr. Crowther said the course needs to be marketed better to create a demand.

- VI. Presentation and Discussion Concerning Current and Projected Supply and Demand of STEM Workforce Skills in Nevada’s Economy (For information only)  
Linda Heiss, Director of Institutional Research,  
Nevada System of Higher Education (NSHE)  
Bob Potts, Research Director,  
Governor’s Office of Economic Development (GOED)

Ms. Heiss provided the Council with an overview of Nevada P20 to Workforce Research Data System (NPWR) ([npwr.nv.gov](http://npwr.nv.gov)). NPWR is a collaborative effort between the Nevada System of Higher Education (NSHE), the Department of Employment, Training and Rehabilitation (DETR) and the Nevada Department of Education (NDE). NPWR combines data from the three agencies and allows the agencies to report data longitudinally across all three agencies. The system takes identifying information from all three agencies and matches it, then destroys the identifying data. The system then takes hold of the data without identifying the student. By tracking students into the workforce, looking at supply and demand and the math pathways it ties back to STEM. Reports can be created by combining data from the three agencies. Ms. Heiss then demonstrated a variety of the reports that are available in NPWR.

Mr. Potts presented, “Using Data and Information to Align Economic and Workforce Development” (Attachment B). His presentation showed how economic development ties into workforce development and how workforce development and education tie back into STEM. In thinking about diversifying the economy you need to know the strategic location drivers for Nevada. Companies want to know if there is a qualified workforce available, competitive cost environment and quality of place. Mr. Potts then showed the data sets for Nevada. He then drilled down the data in details for occupations. Mr. Mitchell asked as part of the strategic plan that this Council is developing, how can this data be used to make the Council recommendations for the strategic plan? Or are there ways policy makers can use this information to make informed decisions? Mr. Potts said if you look at the data and the fields that are negative for Nevada, those are the fields that Nevada needs to start pushing toward. This data will help give the direction for Nevada’s workforce needs.

- VII. Update and Discussion Regarding the OSIT STEM Marketing Plan (For possible action)  
Brian Mitchell, Director, Office of Science, Innovation and Technology (OSIT)

Mr. Mitchell reviewed for the Council the STEM Marketing Plan (Attachment C). The goal is to create a marketing plan that creates excitement around STEM education and paint Nevada as a leader in STEM. He went on to give a brief overview of the plan. It would start in August with a kickoff event. It would continue to move forward with an event each month and conclude in April or May with the two student recognition events and the STEM school recognition

event in Carson City. Mr. Mitchell would also like to create a STEM website. It could highlight STEM field careers but it would also be a place where teachers could go to get information. Mr. Newburn said this is a much needed tool. The marketing plan can also be included in the strategic plan.

VIII. Subcommittee Reports (For possible action)

Recognition Subcommittee – Mr. Knoepfel reported at the last subcommittee meeting they discussed and moved forward on the recognition events. OSIT is researching the cost of banners versus plaques. There will be a total of three events. One in the south, one in the north recognizing students and a school recognition event in the Carson City. The school application has been drafted in a PDF format for the ease of compilation. Each question has a 500 word limit.

(Attachment D)

Survey Subcommittee – Mr. Mitchell told the Council that the pilot survey (Attachment E) was sent out to various educators by subcommittee members. There were 75 responses. The Council reviewed the pilot responses and discussed the best ways to get the survey out to a wide variety of administrators and teachers to receive a good pool of responses.

Strategic Plan Subcommittee – Ms. Nelson told the Council that the subcommittee is reviewing an outline of the plan and building the plan around the specific elements from the statute which are workforce development, college preparedness and economic development. The subcommittee will continue to work on the draft of the plan to have it ready for the June meeting in Reno.

IX. Update on Federal and State STEM Grants (For information only)

Brian Mitchell, Director, OSIT  
Dave Brancamp, Director, Standards and Instruction,  
Nevada Department of Education (NDE)

Mr. Mitchell told the Council that Nevada has applied for a National Science Foundation (NSF) grant as part of a consortium with five other western states (Attachment F). The NSF is looking for pilot programs to broaden participation in STEM. Broadening participation means increasing participants from historically underrepresented groups. The five states have joined with National Alliance for Partnerships in Equity (NAPE) which is a nonprofit, that promotes equity in STEM. They provide professional development for teachers to encourage students to participate in STEM. If Nevada is awarded the grant it will be an opportunity to collaborate with the other states to develop resources for schools for testing. An update on state STEM grants was tabled and will be on a future agenda.

- X. Discussion of Solicitation of a Fiscal Agent for the Council (For possible action)  
Brian Mitchell, Director, OSIT

Mr. Mitchell provided the Council with a draft for a Request of Proposal (RFP) (Attachment G) for the solicitation of a fiscal agent for the Council. A nonprofit will be selected as the fiscal agent to manage and or monitor any grants or gifts that the Council may receive. Mr. Mitchell has already had three different inquires about taking on the job of the fiscal agent for the Council. He will present the proposals at the next meeting. Ms. Barber made a motion to approve the draft of the RFP pending a legal review. Mr. Knoeppel seconded the motion. The motion passed unanimously. Mr. Mitchell has been contacted by Senator Woodhouse, who would like to donate a monitory gift to the Council for STEM recognition events.

- XI. Discussion of Dates for STEM Council In-Person Meetings (For possible action)  
Brian Mitchell, Director, OSIT

After reviewing the poll that Mr. Mitchell sent out, the date most Council members could attend the in person meeting in Reno was June 24. The Discovery Museum in Reno will host the meeting. The primary focus of the meeting will be a work session to finalize the draft of the strategic plan. The meeting will start around 10:00 am and end in time for a late afternoon.

- XII. Consider Agenda Items for the Next Meeting (For possible action)

- Draft of the strategic plan

- XIII. Next Meeting Date is May 23, 2016. The meeting will be video conferenced between the Blasdel Building, in Carson City and the Grant Sawyer Building in Las Vegas.

- XIV. 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.

- XV. Adjournment

Mr. Newburn adjourned the meeting at 4:29 pm.