



Leadership Council Meeting

Oregon Coast STEM Hub

August 20, 2018 | 11:00am – 3:00pm

Oregon Coast Community College (OCCC), Community Room - Newport, OR

NOTES

Attending in person: Shelby Walker*, Lisa Phipps*, SueAnn Bottoms*, Larry Boles**, Itchung Cheung**, Lisa Blank ■, Tracy Crews ■, Ruth McDonald ■, Cait Goodwin ■, Kara Allan ■, Kama Almasi ■, Dawn Granger**, Lani Schreiber ■, Charissa Jones, Jenna Mendenhall, Kerry Carlin-Morgan*

Attending online: Kristi Foster*, Mark Jeffery*

(*LC member **alternate LC member ■ backbone staff)

WELCOME AND INTRODUCTIONS

Shelby Walker, Oregon Coast STEM Hub (OCSH) Leadership Council (LC) Chair, welcomed the group and gave an overview of the meeting Agenda. The group welcomed new OCSH Director, Lisa Blank. Lisa's first day of work was August 13th.

Lisa B. asked participants to introduce themselves in turn using the following prompts: 1) What do you see as your role on the LC? 2) What is one thing has been going well? and 3) What are your goals for the coming year?

Common themes among the responses included: Looking forward to having a Director; Appreciation for Tracy Crews' leadership in the past; Enthusiasm for making connections, identifying needs, learning what is available; Ready to get Work Groups going, increase inclusivity, connect more broadly, leverage resources, build capacity.

Role changes of note:

- Lani Schreiber will be serving as the South Coast Coordinator for the OCSH, replacing Dawn Granger who had previously had that role. Lani just started her position as STEM Grant Coordinator at South Coast ESD.
- Dawn Granger is now serving as Tenneal Wetherell's alternate on the LC, representing SCESD.
- Lisa Phipps' position has changed. She has left Tillamook Estuaries Partnership (TEP) and is now the North Coast Regional Representative for the Oregon Department of Land Conservation and Development (ODLCD).
- Tracy Crews' new title for the OCSH is Student Experiences Coordinator.

- Kristi Foster is the Director for TEP, and designates her newly-hired Community Education and Engagement Coordinator Alix Lee as her alternate on the LC.

APPROVAL OF NOTES FROM LAST MEETING - April 24, 2018

Lisa P. observed that the information about new LC members was hard to follow in the Notes. To clarify:

1. Kathy Barber is a new LC member, representing Southwestern Oregon Community College. Kathy attended the April meeting via Zoom but was unable to attend today's meeting.
2. Shelby Walker will reach out to the other two proposed LC members to reaffirm their interest.
3. The group agreed that Lisa Phipps is a primary member of the LC, representing her new position at ODLCD.
4. Cait read aloud the names of all 12 LC members and their alternates (see list at end).

Misspelling identified; Cait to correct.

SueAnn moved to accept the Notes with the corrected spelling, Mark seconded; ***Motion passed.***

PARTNERSHIP COMMITMENT FORMS

The OCSH's first Declaration of Cooperation was prepared in 2014, and the most recent Partnership Commitment Forms were submitted to ODE in late 2015. (Governance documents on the website can be found on the bottom of [AboutUs/STEMHub](#) page, and at the top of [Partners](#) page). We can expect that our Hub will be asked to update these governance documents soon.

LC members spent 3 minutes reviewing their 2015 partnership commitment forms, and then each shared potential changes or updates. Cait will email a blank partnership commitment form to LC members who are present at today's meeting and they will update the text and return the signed forms to Lisa B. by Sept 1st: lisa.blank@oregonstate.edu

Later, other partners will be asked to update their Partnership commitment forms as Lisa meets them on her listening tour.

LUNCH

ODE ASSESSMENT AND CONTINUOUS IMPROVEMENT PLAN (CIP)

Tracy reviewed the CIP and Assessment Rubric.

- Assessment rubric: OCSH and ODE ratings were well-aligned. We (like most other Hubs) need most help with data-led continuous improvement.
- Continuous Improvement Plan: Our focus area for improvement is *Participatory Governance & Collaborative Leadership*

UPDATE FROM STATEWIDE STEM-CTE MEETING

Lisa B., Tracy and Josh Jannusch attended the two day statewide STEM-CTE meeting held in Portland on August 1-2, 2018. The LC discussed topics that were brought up at this meeting including:

“Future Ready Oregon” ([link](#)) and implications for combining STEM and CTE at the state level.

Oregon Connections (OC) - ODE would like to see our Hub (and others) use it more. OCSH wants to support our existing local efforts that connect our rural teachers and students with STEM professionals, so can OC best be used? Can we identify places where local connection efforts aren't currently reaching? Look to the OCSH Work Groups for guidance and ideas.

Action Item: Lisa will send info about Oregon Connections to Work Groups prior to their first bi-monthly backbone meetings which begin in September.

STEM Hub and CTE leaders will now be meeting 6x/year instead of 2x/year

ON-BOARDING THE NEW DIRECTOR

The LC brainstormed a list of people and places to visit as she launches her Listening Tour.

Lisa's Strategic Listening Tour Calendar - proposed dates

Sept 5-7 Douglas

Sep 11-14 Clatsop

Sep 17-20 Coos

Oct 1, 3 Lane

Oct 17-19 Tillamook

Oct 20-27 Curry

Ongoing Lincoln

Lisa would like to share a white paper from her tour to report to the LC in November.

Overlapping Hub Connections

The LC shared outcomes from the mediation between the NWESD and overlapping Hubs that occurred in June, and subsequent conversations with Deb Bailey from ODE. Takeaways:

- Previously ODE said school districts could not be part of two Hubs. However, since this was not written in the OAR (oregon administrative rules), NWESD said they would not abide by that directive. Therefore, it appears districts will be able to be in two Hubs.
- How will funding be allotted? It would be helpful to have formal ODE directive regarding funding.

Regional Work Groups

When Lisa is coming to your county, can she meet with your regional work groups? Consider scheduling your WG meeting during a time Lisa is likely to be in town.

Lisa discussed some of her ideas including:

Develop a strong, clear communication and messaging plan,
Get research articles out to document our processes and increase our recognition,
Come up with a different landing front page for the OCSH website - less text and more story,
Programming items of potential interest: 1) Computer Science and 2) Early Learning

Student STEM Ambassador Program - Will re-evaluate. Is there a Student Ambassador convening in April being proposed by the state? Model it after the East Metro STEM Partnership. Each ambassador makes a marketing plan, identifies an audience and a message.

Action Item: Tracy will share the East Metro STEM model with Itchung and others.

RECENT & UPCOMING EVENTS

The LC reviewed the Updates document prepared by the backbone staff and will submit revised versions by September 1 to Lisa Blank.

NEXT MEETING

Next Meeting: Monday Dec 10th, 11am - 3pm at the South Coast ESD in Coos Bay, OR

Oregon Coast STEM Hub Leadership Council Members - August 2018

LC Member Name	Alternate	Organization	Term Ends
Birgitte Ryslinge	Larry Boles	Oregon Coast Community College	Jan 2020
Bob Cowen	Itchung Cheung (Vice Chair, EC)	Hatfield Marine Science Center	Jan 2020
CJ Drake	Franz Cosenza	Georgia Pacific, Toledo	Jan 2020
Kathy Barber	TBD	Parenting & Family Literacy Dept, Southwestern Oregon Community College	Apr 2020
Kerry Carlin-Morgan	Sara Shaw Roberts	Oregon Coast Aquarium	Jan 2019
Kristi Foster	Alix Lee	Tillamook Estuaries Partnership	Jan 2020
Lisa Phipps	TBD	Oregon Dept Land Conservation & Development	Aug 2020
Mark Jeffery (EC)	Rod Heyen	Warrenton-Hammond S.D.	Jan 2020
Shamus Gamache	Ty Hillenbrand	Central Lincoln PUD	Jan 2020
Shelby Walker (Chair, EC)	Dave Hansen	Oregon Sea Grant	Jan 2019
SueAnn Bottoms	Jay Well	OSU Precollege Programs	Jan 2019
Tenneal Wetherell (EC)	Dawn Granger	South Coast ESD	Jan 2019

EC = Executive Committee