

Institute for STEM Education

Board of Directors – 2016/2017

Chairs:

Michele Korb

Associate Professor, Teacher Education Department - Science Education

Julia Olkin

Associate Professor, Department of Mathematics

Members:

Kathryn Hayes

Assistant Professor, Department of Educational Leadership

Erik Helgren

Associate Professor and Chair, Department of Physics

Howard Lei

Assistant Professor, Department of Engineering

Julie McNamara

Assistant Professor of Teacher Education – Mathematics Education

Carolyn Nelson

Dean of the College of Education and Allied Studies

Jason Singley

Dean of the College of Science

Monika Sommerhalter

Associate Professor in the Department of Chemistry

Ex Officios:

Dr. Danika LeDuc

Interim Associate Dean, College of Science

Dr. Caron Inuoye

Director of General Education and Chair of General Studies

Dr. Jeff Seitz

Interim Associate Vice President, Office of Research and Sponsored Programs

Board of Directors Meeting

11/4/2014

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch **Staff:** Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford
Guest: Natalia Caporale, UC Berkeley

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Olkin/Korb
12:05 p.m. – 12:10 p.m.	Updates <ul style="list-style-type: none">• Board Membership• Institute Staffing• Communications Item 11/18	Couch
12:10 p.m. – 12:30 p.m.	UCB's newly formed Postdoc Teaching Opportunities Program (PTOP)	Natalia Caporale
12:30 p.m. – 12:40 p.m.	Retreat Follow-up <ul style="list-style-type: none">• Faculty Affiliates	Group Discussion
12:40 p.m. – 12:55 p.m.	CSU STEM Collaboratives Grant	Caron Inouye Erica Wildy

12:55 p.m. – 1:10 p.m.	Grant Opportunities <ul style="list-style-type: none"> • New Generation of Educators • Fostering the Strategic Use of Data • Other Possibilities 	Group Discussion
1:10 p.m. – 1:15 p.m.	Upcoming Events <ul style="list-style-type: none"> • Education Summit 1/31 • AAAS in San Jose 2/12 - 2/16 	LeDuc
1:15 p.m. – 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-Up and Adjourn	

Board of Directors Meeting

11/18/2014

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch **Staff:** Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford **Guests:** Julia Ballantyne, Jim Hawley, Jennifer Li, Josh Rodriguez

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Olkin/Korb
12:05 p.m. – 12:10 p.m.	Updates <ul style="list-style-type: none">• Institute Staffing• Upcoming Grant Opportunities	Couch
12:10 p.m. – 12:20 p.m.	CSUEB American Marketing Association Student Group	Josh Rodriguez
12:20 p.m. – 1:05 p.m.	Strategic Communications Planning <ul style="list-style-type: none">• Sharing Newsworthy Items• Key Elements of a Plan• Earned and Social Media	Jim Hawley/Julia Ballantyne Group Discussion
1:05 p.m. – 1:10 p.m.	Education Summit	LeDuc
1:15 p.m. – 1:25 p.m.	Board Reports	Group Discussion

1:25 p.m. – **Wrap-Up and Adjourn**

1:30 p.m.

Board of Directors Meeting

12/2/2014

12:00 – 1:30 pm

Dean’s Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch **Staff:** Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guests: Susan Opp, Denise Wong

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Olkin/Korb
12:05 p.m. – 12:50 p.m.	EAB Advising Software	Susan Opp
12:50 p.m. – 1:05 p.m.	College of Science Student Services Center	Denise Wong
1:05 p.m. – 1:20 p.m.	HOST Labs	LeDuc
1:20 p.m. – 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-Up and Adjourn	

Board of Directors Meeting

1/6/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch **Staff:** Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford **Guests:** Jateen Bhatka, Nathan Fiskum, Josh Rodriguez

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Olkin/Korb
12:05 p.m. – 12:15 p.m.	AMA Student Chapter	Josh Rodriguez
12:15 p.m. – 12:25 p.m.	Institute Website	Jateen Bhatka
12:25 p.m. – 12:35 p.m.	Institute Logo	Nathan Fiskum
12:35 p.m. – 1:10 p.m.	Strategic Communications Discussion	Group Discussion
1:10 p.m. – 1:20 p.m.	Institute Updates: <ul style="list-style-type: none">- Staffing- Space- Proposals	Couch/LeDuc

1:20 p.m. – **Board Reports**

Group Discussion

1:25 p.m.

1:25 p.m. – **Wrap-Up and Adjourn**

1:30 p.m.

Board of Directors Meeting

2/3/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch **Staff:** Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guests: Jesse Cantley, Krista Dossetti

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Olkin/Korb
12:05 p.m.- 12:25 p.m.	Cal State East Bay Magazine – STEM feature	Cantley/Dossetti
12:25 p.m.- 12:55 p.m.	TARSC	DiStefano
12:55 p.m. – 1:05 p.m.	GE Memo	Group Discussion
1:05 p.m. – 1:15 p.m.	Logos	Group Discussion
1:15 p.m. – 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-Up and Adjourn	

Board of Directors Meeting

2/17/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

12:00 p.m. – 12:05 p.m.	Welcome	Korb/Olkin
12:05 p.m. – 12:35 p.m.	TARSC	DiStefano
12:35 p.m. – 1:15 p.m.	Serving our students <ul style="list-style-type: none">- HSI Opportunities- Course Redesign- Mixers, workshops, Career Expo- Community connections- Upcoming Opportunities	Couch/LeDuc
1:15 p.m. – 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

3/3/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guests: Kathleen Brady, Helen Ly, Jennifer Nguyen

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:45 p.m.	University Development/Board Reports	Brady Group Discussion
12:45 p.m. – 1:05 p.m.	SCAA Services/Graduate Writing Assistants	Ly/Nguyen
1:05 p.m. – 1:25 p.m.	HSI Opportunities	Couch
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

4/21/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guests: Tanya Hauck

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:35 p.m.	University Advancement	Hauck
12:35 p.m. – 12:50 p.m.	Report on STEM Collaboratives Meeting	Couch/LeDuc/ Inouye/Seitz
12:50 p.m. – 1:05 p.m.	First in the World	Couch
1:05 p.m. – 1:15 p.m.	Institute Updates	Couch/LeDuc
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

5/5/2015

12:00 – 1:30 pm

Dean’s Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guests:

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Institute Updates - Career Day 2015 - East Bay EDA - Richmond Community Foundation - May 7 Staff Retreat	Couch
12:15 p.m. – 12:35 p.m.	Potential Allocation for Academic Affairs Funding	Group Discussion
12:35 p.m. – 12:55 p.m.	Faculty Affiliates	Group Discussion
12:55 p.m.- 1:15 p.m.	Planning for 2015-16 - External Advisory Board Retreat - System-leadership Role - Quarter to Semester Conversion Opportunities - Staffing	Couch/Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

5/19/2015

12:00 – 1:30 pm

Dean’s Conference Room, College of Science

Board Members: Michael Leung, Carolyn Nelson, Jason Singley, Jeff Seitz, Caron Inouye, Julia Olkin, Jeanette Bicais, Michele Korb, Howard Lei, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:25 p.m.	Objectives for Academic Affairs	Couch/Group Discussion
12:25 p.m.- 1:15 p.m.	Planning for 2015-2016 <ul style="list-style-type: none">- Institute Restructuring Ideas- Communications- External Advisory Board Retreat- Semester Conversion Workshops	Couch/LeDuc/ Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

2015 Fall Retreat: Board of Directors

Biella Room, Library Building
CSU East Bay (Hayward Campus)
25800 Carlos Bee Boulevard
Hayward, CA 94542

September 18, 2015

Board of Directors: Michael Leung, vacancy (Dean of CEAs), vacancy, Stephanie Couch, Caron Inouye, Michele Korb (Co-Chair), Howard Lei, Julia Olkin (Co-Chair), Jeff Seitz, Jason Singley, Monika Sommerhalter

External Advisory Board: Judy Wetterer (on behalf of Rich Robbins), Chantal Mandel, Trina Ostrander, Nicole Rigg, John Gooding, Joy Andrews Hayter, Michael Hurlston, Rick Parker

Campus Leadership & Staff: Leroy Morishita, Carolyn Nelson, Tanya Hauck, Kathleen Brady, Susan Wageman, Danika LeDuc, Janiene Langford, Rachelle DiStefano, Bruce Simon

12:00 p.m. – 12:15 p.m.	Welcome and Introductions (Working Lunch)	Julia Olkin and Michele Korb
12:15 p.m. – 12:30 p.m.	Advisory Board Role(s) <ul style="list-style-type: none">• Critical Friends• Sharing Expertise• Making Key Connections• Helping Build Our Brand	Group Discussion
12:30 p.m. - 1:00 p.m.	Institute Overview: Accomplishments Over the Last Four Years	Stephanie Couch and Group Discussion

1:00 p.m. - 2:30 p.m.	Focus In 2015-16: - Retention of CSUEB STEM Majors - Teacher Preparation and Regional Professional Development - STEAM Promise (Cradle to Career) & the CIRCLe Labs (Neighborhoods) - CIRCLe Building (College of Science) - CSU System-Wide STEM Institute	Caron Inouye, Carolyn Nelson, Jeff Seitz, Stephanie Couch, and Michael Leung
2:30 p.m. – 2:45 p.m.	Break	
2:45 p.m. - 3:45 p.m.	Action Steps/Potentials for Advancement Advocacy: <ul style="list-style-type: none"> • Business Engagement & Work Based Learning • Local School Boards • State/Federal Budget Investments • CSU Chancellor’s Office & Campus Colleagues • Research and Publications 	Group Discussion
3:45 p.m. 4:00 p.m.	Next Steps and Adjourn	Group Discussion

CSU East Bay Institute for STEM Education

Board of Directors Meeting

10/6/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Erik Helgren, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guest: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:25 p.m.	Takeaways from Board Retreat <ul style="list-style-type: none">- CIRCLe Labs Update- Leveraging Partnerships- Faculty Support	Couch/Group
12:25 p.m. – 12:45 p.m.	External Advisory Board Membership	Couch/LeDuc
12:45 p.m.- 1:00 p.m.	Institute Communications <ul style="list-style-type: none">- Website Report- Faculty Outreach and Newsletter	
1:00 p.m.- 1:15 p.m.	Grant Updates <ul style="list-style-type: none">- Tesoro- HHMI Inclusive Excellence	Couch/LeDuc
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

10/20/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Jim Zarillo, Erik Helgren, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guest: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Institute Updates <ul style="list-style-type: none">- External Advisory Board Membership- Student Assistant- Website Report	LeDuc
12:15 p.m. – 12:30 p.m.	Planning for Next Meeting – Teacher Pathways	LeDuc/Group
12:30 p.m.- 12:45 p.m.	Gateways Update	Simon
12:45 p.m.- 1:00 p.m.	Program Update	Langford
1:00 p.m. – 1:15 p.m.	Institutes Organizational Chart	LeDuc
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

11/3/2015

12:00 – 1:30 pm

Dean’s Conference Room, College of Science

Board Members: Michael Leung, Jim Zarrillo, Erik Helgren, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guest: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:20 p.m.	External Advisory Board	Couch/Group
12:20 p.m. – 12:30 p.m.	Data on Teachers	LeDuc/Simon
12:30 p.m. – 1:00 p.m.	Pathways to Teaching and Retention Strategies	Zarrillo
1:00 p.m. – 1:15 p.m.	Institute Work	LeDuc
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

11/17/2015

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Jim Zarrillo, Erik Helgren, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Danika LeDuc, Bruce Simon, Rachelle DiStefano, Janiene Langford

Guest: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m.- 12:25 p.m.	Institute Updates <ul style="list-style-type: none">- Staffing- Board Membership- Field Trip Requests	LeDuc
12:25 p.m.- 12:40 p.m.	Update on CSU System-Wide STEM Initiative	Couch
12:40 p.m.- 1:15 p.m.	Grant Proposal Updates <ul style="list-style-type: none">- Irvine Foundation- HSI-STEM- HHMI- CEMPSLI- Other Efforts	Couch Couch/LeDuc LeDuc McNamara/Olkin Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

1/19/2016

12:00 – 1:30 pm

Dean's Conference Room, College of Science

Board Members: Michael Leung, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Danika LeDuc, Bruce Simon

Invited: Eric Engdahl, Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:20 p.m.	Institute Updates <ul style="list-style-type: none">- Staffing- Board and External Advisory Board- CSU System-wide STEM Initiative	Couch/LeDuc
12:20 p.m. – 12:45 p.m.	Linked Learning	Engdahl
12:45 p.m.- 1:15 p.m.	NSF-IUSE Proposal	DiStefano
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

2/1/2016

12:00 – 1:30 pm

SF328

Board Members: Michael Leung, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Danika LeDuc, Bruce Simon

Invited: Carla Faini, Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:30 p.m.	Institute for STEM Education Updates <ul style="list-style-type: none">- Board Membership- Grant Updates- Staffing Updates- High School Outreach	Couch/LeDuc/ Langford
12:30 p.m. – 12:40 p.m.	Overview of CSET Support	LeDuc
12:40 p.m.- 1:15 p.m.	HSI-STEM Ideas	Couch Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

2/16/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Danika LeDuc, Bruce Simon

Invited: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:25 p.m.	Institute for STEM Education Updates <ul style="list-style-type: none">- Board Membership- Upcoming Field Trip – Feb 22nd- Collaboration with OFD- Spring Event	Couch/LeDuc/ Langford Group Discussion
12:25 p.m. – 12:50 p.m.	Update on DOL TechHire Grant	Couch
12:50 p.m.- 1:15 p.m.	HSI-STEM Ideas	Couch Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Board of Directors Meeting

3/1/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Danika LeDuc, Bruce Simon

Invited: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Institute for STEM Education Updates <ul style="list-style-type: none">- Upcoming Outreach Events- Spring Party	LeDuc/Langford Group Discussion
12:15 p.m.- 12:35 p.m.	Update on TechHire Proposal	Couch
12:35 p.m. – 12:55 p.m.	Request for Provost Funding	LeDuc/Couch Group Discussion
12:55 p.m.- 1:15 p.m.	Professional Development for CC/HS Faculty	Couch Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

3/15/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Danika LeDuc, Bruce Simon

Invited: Ann Kotas

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Institute Updates	LeDuc/Couch
12:15 p.m.- 12:35 p.m.	Composition of Board	Group Discussion
12:35 p.m. – 12:55 p.m.	Request for Provost Funding	LeDuc Group Discussion
12:55 p.m.- 1:15 p.m.	CSUEB Leadership Role in System-Wide STEM	Couch Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

4/5/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Bruce Simon

Invited: Ann Kotas, Carla Faini

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Grant Opportunity Updates	Couch
12:15 p.m. – 12:55 p.m.	Institute Updates	Couch
12:55 p.m. – 1:15 p.m.	Request for Provost Funding	Group Discussion
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

4/19/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Bruce Simon

Invited: Ann Kotas, Carla Faini

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:30 p.m.	CIRCLe Labs - Rationale/Benefit - Status - Key Decisions	Couch
12:30 p.m. – 1:15 p.m.	Institute Budget & Staffing	Couch
1:15 p.m.- 1:25 p.m.	Board Reports	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

Note: We will not meet on May 3rd due to a conflict with the ORSP's PI quarterly meeting. Also, please mark your calendars. The Institute is co-hosting a luncheon with Diego Navarro May 10th from 12-2pm in the Bay View Room, New University Union.
<http://academyforcollegeexcellence.org/our-story>.

CSU East Bay Institute for STEM Education

Board of Directors Meeting

5/17/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Bruce Simon

Invited: Ann Kotas, Carla Faini, Danika LeDuc

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 1:00 p.m.	CEAS Lab Renovation - CEAS Instructional Needs - HOST Labs - CIRCLe Labs Guest: Roxanne Malek, AIA, Principal, SmithGroupJJR	Zavagno/Leung/Saw
1:00 p.m. – 1:15 p.m.	SAGES Presentation Student Representatives: Jasmine Hain, Jennifer Polite, Hadia Amani, Tyesha Sapp, and Cynia Sapp	Langford
1:15 p.m.- 1:25 p.m.	Institute Budget & Staffing (BOARD MEMBERS ONLY)	Group Discussion
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

CSU East Bay Institute for STEM Education

Board of Directors Meeting

6/7/2016

12:00 – 1:30 pm

SF328

Board Members: Jason Singley, Jim Zarrillo, Jennie Guzman, Michele Korb, Caron Inouye, Howard Lei, Julie McNamara, Julia Olkin, Jeff Seitz, Monika Sommerhalter, Stephanie Couch

Staff: Rachelle DiStefano, Janiene Langford, Bruce Simon

Invited: Ann Kotas, Carla Faini, Danika LeDuc

12:00 p.m. – 12:05 p.m.	Welcome/Introductions	Korb/Olkin
12:05 p.m. – 12:15 p.m.	Year-Round Career Impact Program - Career Awareness Days (ReCap) - Website Development	Langford
12:15 p.m. – 12:30 p.m.	Grant Proposal Updates/Outlook - HSI STEM (Inouye/Couch) - Keck (LeDuc) - HHMI (LeDuc) - NSF Includes (Couch) - Basic Skills Partnership (Couch)	Inouye/Couch/LeDuc
12:30 p.m.- 1:00 p.m.	Institute Budget & Staffing - Revised Projections	Group Discussion
1:00 p.m. – 1:30 p.m.	Organizational Matters - Board Chairs - 2016-17 Meeting Schedule - Fall Retreat and External Advisory Board - Interim Director Appointment <i>LAST 15 MINUTES BOARD MEMBERS ONLY</i>	
1:25 p.m. – 1:30 p.m.	Wrap-up and Adjourn	

2016 Board Retreat Agenda

9:00	WELCOME (President/Provost)
9:15	THE FIRST FIVE YEARS <ul style="list-style-type: none">• Introductions• Review of Mission/Charter• Results to Date
10:30	CLOSED SESSION
11:45	WORKING LUNCH: THE NEXT FIVE YEARS--Goals without Constraints (an exercise) <ul style="list-style-type: none">• Key Priorities• Possible Programs and Services• Reputation and Funding Sources• Results we can Measure
1:00	GETTING REAL: Suggested Priorities, Actions for Moving Forward <ul style="list-style-type: none">• Resources on campus, beyond• Communications--reaching our primary audiences• Timeline
2:00	ADJOURN

Board Meeting

October 4, 2016

AGENDA

12:00 Noon	WELCOME
12:05	ANNOUNCEMENTS <ul style="list-style-type: none">● Congresswoman Barbara Lee “EDUCATION SUMMIT” Dinner 10/5● SF Business Times “STEM Education” Panel 10/24● Other?
12:15	RETREAT FOLLOW-UP <ul style="list-style-type: none">● Organizational Structure Subcommittee● Communications● Students● Finance (Accounting, Fundraising)● Programs, Grants
12:30	PROGRAM FOCUS: CIRCLE LABS <ul style="list-style-type: none">● Update● Faculty Involvement● Community Engagement
1:30	ADJOURN

Mission

“To advance STEM teaching and learning in parallel with the rapidly changing knowledge, practices, and needs in STEM fields and disciplines. In addition . . .the Institute aims to help all students acquire the STEM knowledge required for decision making in their daily lives.”

- **Information** re: effective STEM teaching practices and pedagogy
- **STEM workforce preparation**
- Advancing learning and teaching “**cradle to career**”
- **Building a broad community** of STEM education supporters
- **Research**, evaluation, and the dissemination of findings re: Institute initiatives

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How Have We Moved the Needle?

TEACHING - differentiated by level (Prek-5, 6-8, 9-12, CC, University)

- Literacy Strategies in Science classes for CSUEB faculty (PEIL grant led by Caron) - broke teachers out of their routine - experimentation - initiated a broader dialog about effective pedagogy
- participation in the Institute has led to collaboration between university faculty and K-12 teachers - impact on how university faculty teach (NASA Lift Off, FLGS, Bechtel III) - led to organic growth of interest in improving instructional practice among faculty in many departments - change in culture
- science discipline-based faculty have developed and shared knowledge of effective pedagogy (without a science education department) - reading groups, discussion groups are an effective method
- math faculty and math education faculty working together is very unusual - changing pedagogy on this campus as well as in the community
- faculty learning models in STEM with UC Berkeley - new project
- networked improvement community - with online toolkit - ASET grant
- CHaRM (PEIL grant) - changing remedial math - changed curriculum and pedagogy - pilots in university in Florida and a High School in Oakland



The First 5 Years

Awards & Recognition

2016	Beyond the Check - Collaborative Change in Education: CSUEB Institute for STEM Education, Bayer Corporation, Wareham Development	<i>San Francisco Business Times</i>
	Alameda County Woman of the Year, Stephanie Couch	Alameda County Board of Supervisors
2015	Certificate of Special Congressional Recognition, Institute for STEM Education	Congresswoman Barbara Lee
	Educator of the Year: Stephanie Couch	California Life Sciences Association
2013	STEM Leader of the Year: Stephanie Couch, 2013	Couch--Assemblywoman Nancy Skinner,



EAST BAY EMPLOYERS

IN THREE HOURS OR LESS YOU CAN INSPIRE THE NEXT GENERATION

Join us for the annual

EAST BAY STEM CAREER AWARENESS DAY

April 27, 2016

The East Bay's innovation economy—from banking to transportation to biotechnology—relies on a workforce with the right skills in science, technology, engineering and math (STEM).

With site visits and one-on-one conversations with STEM professionals, East Bay STEM Career Awareness Day shows local high school students the range of STEM careers open to them in the East Bay.

To see how you can make a difference contact:

Janiene Langford, East Bay STEM Career Awareness Day Coordinator
(510) 885-7654 janiene.langford.csueastbay.edu

STEM Career Awareness Day supporters include: AAA, Northern California, Nevada Utah; Bayer; Calpine; Dynavax; East Bay Economic Development Alliance; Institute for STEM Education at California State University, East Bay; Life Chiropractic College West; Wareham Development

Economic projections point to a need for approximately 1 million more STEM professionals than the U.S. will produce at the current rate over the next decade if the country is to retain its historical preeminence in science and technology.

*President's Council of Advisors on
Science and Technology*


**Making Science
Make Sense®**

PRESENTED BY



The First 5 Years

How Have We Gotten our Message Out?

TEACHING

WORKFORCE DEVELOPMENT

CRADLE TO CAREER APPROACH

BUILDING BROAD COMMUNITY

RESEARCH AND EVALUATION



How Does the Institute Support CSUEB?

closed session--questions Trina has

- Student Success
 - Achievement Gap
 - Completion Rate
- Reputation
- Funding/Advocacy



How Does the Institute Support Faculty Work?

closed session--questions Trina has

- Research
- Administration/Finance
- CSUEB Student Outreach/Support
- Funding/Advocacy



The NEXT 5 Years

Key Priorities

In an ideal world, how would we build on our work?

PRIORITY	Community	Workforce	Cradle to Career	STEM Teaching	Evaluation	Communication
more explicit focus on women, students of color, underrepresented minorities - address teaching strategies that specific address the needs of these students						
develop our fee for service capability (begin with math to take advantage of LCAP funds)- need a mechanism - allows us to support districts without research grants -						



The NEXT 5 Years

Changes in Programs

	Community	Workforce	Cradle to Career	STEM Teaching	Evaluation



The NEXT 5 Years

Reputation & Funding

	Community	Workforce	Cradle to Career	STEM Teaching	Evaluation



The NEXT 5 Years

Results We Can Measure (and explain)

	Community	Workforce	Cradle to Career	STEM Teaching	Evaluation

Priorities and Actions

- DRAWING ON RESOURCES/PARTNERS ON CAMPUS

- LEVERAGING RESOURCES OF EXTERNAL PARTNERS

- COMMUNICATIONS: REACHING OUR PRIMARY AUDIENCES
 - Our primary audiences:
 - our students
 - what is their connection - research (takes a lot of admin time to manage)
 - student service in the community - Peer Health Exchange
 - internships for our students, ie. Tesla
 - role for the Institute in connecting our students to off campus opportunities??
 - Connections on campus
 - Larry Bliss and the Communications Team

Board Meeting

November 1, 2016

AGENDA

12:00 Noon	WELCOME
12:05	ANNOUNCEMENTS, REPORTS <ul style="list-style-type: none">● Concord CIRCLe Lab Kick-Off and Science Festival● Congressman Swalwell re: Financial Aid● Collaborative Mathematics Initiatives● Other?
12:15	STUDENT-RUN CS PROJECT WITH SAN LEANDRO BOYS & GIRLS CLUB GUEST PRESENTATION -- Graduating Senior Kevin Chan
12:30	PROGRAM UPDATE -- CIRCLE LABS <ul style="list-style-type: none">● East Oakland Kick-Off 12/12 with Bayer event● Schedule/Programs--review, faculty input
1:00	ADMINISTRATION <ul style="list-style-type: none">● Mission Statement, Website
1:30	ADJOURN

Board Meeting

November 15, 2016

AGENDA

12:00 Noon	WELCOME
12:05	ANNOUNCEMENTS <ul style="list-style-type: none">● CIRCLE Lab Opening—East Oakland YMCA 12/12● Other?
12:15	ORGANIZATIONAL STRUCTURE SUBCOMMITTEE REPORT <ul style="list-style-type: none">● Board of Directors Recommendations<ul style="list-style-type: none">● Flexibility: no maximum number, no term limits● Board should represent appropriate content fields● Board can nominate new members, for referral to deans of Science and Education and input from Executive Director● Ex-Officio roles are permitted● Sign-in sheets will track meeting attendance● Meeting summary notes● Substitute for term or longer absence● Wrap Gateways into Institute
12:45	MISSION STATEMENT: REVIEW <ul style="list-style-type: none">● Align with revised website● Organizational implications
1:30	ADJOURN

MISSION STATEMENT 2011

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