**HISPANIC STEM INITIATIVE**

**BOARD OF DIRECTORS MEETING**

Thursday, March 29, 2012

10:00 am – 3:30pm

Café College

131 El Paso Street

San Antonio, TX

|  |  |  |
| --- | --- | --- |
| **Directors Present**  Michael Acosta  Dr. Rudy Reyna  Dr. Michael G. Marder  Dr. Oscar Porter  David Valladolid  Jorge Haynes  Adam Chavarria | **Directors Absent**  Nora G. Ramirez  Maria Esther Lopez  Diana Gomez | **Guests**  Dr. Melissa Dodson, Evaluation Manager, SEDL  Chris Coxon, Chief Program Officer, Educate Texas  Dee Chambliss, Program Officer, Educate Texas  Patricia Mayer-Ochoa, Vice President of Program Development, PIQE |

1. **Call to Order**

Mr. Michael Acosta called the meeting to order.

1. **Roll Call of Members Present**

Present were:

* Michael Acosta
* Dr. Rudy Reyna
* Dr. Michael G. Marder
* Dr. Oscar Porter
* David Valladolid
* Jorge Haynes
* Adam Chavarria

Seven of ten members, forming a quorum, of the board were present.

Chairman Acosta proceeded to thank Dr. Reyna for all his help in securing and arranging the locations and the stakeholder groups that will be participating in the board and the STEM Education Alliance Partners meetings over the two days. He then reviewed the two-day schedule. Regarding the afternoon’s sessions, Dr. Reyna reviewed plans for the STEM presentation and reception for the benefit of members of the board. He also recapped the morning meeting between Dr. Michael Marder and representatives from Texas A&M University at San Antonio to explore the prospects of pursuing a UTeach replication at that institution. Mr. Adam Chavarria also commented on the article that appeared in MAES’ winter 2012 magazine regarding the board’s first meeting in Oakland, California last October. He specifically thanked MAES and Lynn Andrews, the magazine’s editor, for the support and coverage they provided that board meeting.

* **Approval of Minutes**

Although it was omitted from the board meeting agenda, the Chairman asked that minutes of the last meeting be reviewed. As board members reviewed the minutes, Mr. Chavarria indicated that of all the activities recorded in the minutes, he stated he was still working on drafting the president’s position description. Thereafter, members cited the following corrections:

* First page – Roll Call, following “Call to Order,” was misspelled
* Page two – Change statement, “Dr. Porter spoke of MAES . . .” to “Dr. Porter spoke of MESA . . .”
* Page five – Under New Business, change Chris “Rowe” to Chris Roe
* Page five – Under Fundraising, change “Dr. Marder is interested in developing a national model there.” to “Dr. Marder is interested in developing a national model in Central Texas.”

No other corrections were cited.

* + - **Motion** - Mr. David Valladolid moved to accept the minutes of the last meeting, as amended.

Dr. Reyna seconded. Motion passed.

1. **Special Orders**

* **Executive Committee**

Chairman Acosta reviewed the status of the Hispanic STEM Initiative Board of Directors Executive Committee. It is comprised of a chairman, president, secretary, and treasurer. These officers were formally installed at the first in-person meeting of the board on October 6, 2011, in Oakland, California, as listed below:

* Chairman – Mike Acosta, National President, [Society of Mexican American Engineers and Scientists (MAES)](http://www.maes-natl.org/)
* President – Adam Chavarria, President, Hispanic STEM Initiative
* Secretary – Nora Ramirez, Mathematics Consultant, Past President, TODOS: Mathematics for All
* Treasurer – Dr. Rudy Reyna, Executive Director, PREP-USA

Due to Ms. Nora Ramirez’ extensive commitment to her career responsibilities, as she has declared, she has been unable to devote the necessary time to fulfill the duties of Secretary. The Executive Committee acknowledges and appreciates the circumstances that preclude Ms. Ramirez from serving as Secretary of the board.

* + - **Motion**: - Dr. Reyna moved to relieve Ms. Nora Ramirez from serving as Secretary and Officer of the Hispanic STEM Initiative Board of Directors.

Mr. Jorge Haynes seconded.

Motion passed.

To fill the vacancy created by the preceding motion, the Executive Committee recommended board member Maria Esther Lopez to serve as Secretary of the Hispanic STEM Initiative Board of Directors.

* + - **Motion**: - Mr. Chavarria moved to nominate Ms. Maria Esther Lopez to serve as Secretary and Officer of the Hispanic STEM Initiative Board of Directors.

Mr. David Valladolid seconded.

Motion passed.

* **Organization Name Change**

Regarding the proposed name change of the organization, there was extensive and informed discussion about the reasons. Mr. Chavarria provided background surrounding the call for and the timing of changing the organization’s name of the Hispanic STEM Initiative to the American STEM Alliance. The justification he provided largely rested on the juxtaposition of factors that placed Hispanic Americans in a critical position to impact the economic condition of the country, presently and in the future. These factors include: the nation’s growing need for talent in the STEM fields; the trajectory of the Hispanic population, accompanied by similar growth of Hispanic student enrollment in K-12 public schools, (now at almost 21 percent), and; the lagging educational attainment of American students in general and Hispanic students, in particular. Thus, the consequences of the organization’s efforts have direct implications for the economic competitiveness and prosperity of the nation. Therefore, because the organization’s work is America’s work, its name should reflect that scope.

Other board members, such as Dr. Marder, provided additional reasons for changing the organization’s name. He stated that the name should reflect what the organization already exhibits in practice, inclusiveness. Dr. Reyna indicated that while the organization may have a new name, it would continue to focus on the STEM education of Hispanic Americans. He also added that a revised mission statement was needed as part of the change. Chairman Acosta expressed concern that the name change might make the organization look like everyone else. He did emphasize, however, that if the organization changed its name, it would need a tag line as a unique identifier. Mr. Haynes added that it’s about low-income. He also indicated he likes the new name, the American STEM Alliance. Thinking out loud, Dr. Marder added, “investing in the underrepresented.” Mr. David Valladolid expressed strong support for the name change to address all students, particularly underrepresented and low income students. Dr. Oscar Porter also agreed to the name change and echoed the members’ sentiments by stating that it’s about whom the organization serves that makes it unique. Dr. Reyna suggested a tag line as possibly: “With a focus on Students Underrepresented in STEM Fields.”

Dr. Reyna concluded the discussion by making the following motion:

* + - **Motion** – Dr. Rudy Reyna moved to consider the organization’s name change to the American STEM Alliance, pending research of intellectual property.

Mr. Jorge Haynes seconded. Motion passed.

1. **Officers’ Report**

* **President’s Report**
* Changing STEM Corporate Council to STEM Advisory Council

Mr. Chavarria provided brief reasons for changing the name and scope of the STEM Corporate Council to the STEM Advisory Council. Mostly, he stated that it would be beneficial for the organization to be more inclusive in expanding the source of input, counsel, and support from this body by including public/private sector key decision makers representing corporate, business, non-profit, and governmental organizations.

* + - **Motion** – Dr. Rudy Reyna moved to change to the STEM Corporate Council to the STEM Advisory Council.

Mr. David Valladolid seconded. Motion passed.

* STEM Education Components
  + - STEM Alliances

Mr. Chavarria provided a brief overview of the STEM alliances underway in Houston, Stockton, and Los Angeles. He asked Mr. Jorge Haynes, however, to provide a summary of the status of the STEM Alliance in Los Angeles. Mr. Haynes proceeded to report on the efforts underway in Los Angeles and cited the support obtained from Southern California Edison to add two schools (to the seven already supported by CSUS) in which PIQE would provide parent training in the Compton area of Los Angeles. The importance of the PIQE schedule of training is that includes two, two-hour STEM sessions, for a total of four hours. Mr. Haynes added that outcomes will be reported after each school semester. Ms. Patricia Mayer-Ochoa, PIQE’s Vice President of Program Development, explained that the parent training curriculum is structured in two parts. The first part is devoted to building STEM academic and career awareness. The second part provides hands-on experiences, problem-solving exercises, and lessons on probability.

Regarding planned STEM alliances in the Rio Grande Valley and Central Texas, Dr. Reyna reported that there is growing interest in South Texas by prospective funders. Dr. Marder reported that he has identified partial funding for implementing TEX-PREP at The University of Texas. He also indicated the advantage of having a STEM alliance in “our own backyard” with the possibly of including key partners in the future. However, Dr. Marder reiterated the challenge of securing the necessary funding to make that happen.

* + - PreK-20 Partnerships in STEM Project

Mr. Chavarria provided a very general overview of the PreK-20 Partnerships in STEM Project. Regarding the implementation of the project in San Antonio, Dr. Reyna cited the partners that would be enlisted to help with and be part of that effort. In particular, he mentioned the San Antonio Hispanic Chamber of Commerce, the University of Texas at San Antonio, SA 2020, Southwest Independent School District, and SEDL.

* Collaborations

Mr. Chavarria concluded the President’s report by providing a summary of the collaborations the Hispanic STEM Initiative has underway. These collaborations include the scheduled presentation of a STEM session (featuring the STEM Alliance in Stockton) at the College Board’s Prepárate Conference in Miami on June 1, membership in the Texas STEM Research Alliance with SEDL, and ongoing discussions with ETS.

* **Treasurer’s Report**
* Financial Statements

Dr. Reyna provided an overview of the organization’s financial statements for the period ending December 31, 2011, as prepared by an external accounting firm. As there weren’t any questions about the statements, the following motion was made.

* + - **Motion** – Mr. David Valladolid moved to accept the financial statements as presented.

Dr. Oscar Porter seconded. Motion passed.

* 2012 Estimated Budget

Next, Dr. Reyna reviewed the organization’s estimated 2012 budget. He asked Mr. Chavarria to explain the detail about the Notes of the budget, including the salaries and the STEM Virtual Resource Center. Mr. Chavarria stated that the listed salaries were broken out from the total reported at the Board’s first meeting. He also explained that the figures for the Virtual Resource Center were broken out over the five-year span in which it would be implemented, if it were to be funded.

The comments that followed the budget presentation included a point by Mr. Acosta that the amount for an audit expense was understated. He indicated that it would cost more to conduct an independent audit of the organization. Mr. Valladolid added that the funding needed to implement PIQE’s parent training program in San Antonio might occur sooner as a result of interest by a familiar party. However, he also stated that PIQE’s “best practices” program could not be implemented given the plan it normally follows in establishing start-ups.

Regarding the listed Virtual STEM Resource Center in the budget, Dr. Marder indicated that he has/is reviewing such a virtual resource for IBM. Given the need for its funding, Mr. Chavarria followed that information by making the following motion.

* + - **Motion** – Mr. Adam Chavarria moved to have Dr. Michael Marder approach IBM about supporting the implementation of the Hispanic STEM Initiative’s Virtual Resource Center.

Dr. Rudy Reyna seconded. Motion passed.

* Policies – Accountable Plan

Dr. Reyna proceeded to review an accountable plan for the organization. He asked Mr. Chavarria to provide some background surrounding the need for an accountable plan. Mr. Chavarria explained that the reason for the organization to adopt an accountable plan is to establish the guidelines that keep with income tax regulations that provide that employees need not report on their tax returns expenses paid or incurred in the course of doing business for the organization. The guidelines contained in the accountable plan also specify the procedures by which employees should prepare, record, and submit a statement of business expenses incurred for approval. Mr. Chavarria also explained that while he recommended the board adopt the plan effective October 1, 2011, it should make the application of the time limits contained therein effective the date upon which it is adopted by the board (March 29, 2012). The reason for this request is because expenses incurred by the President dating back to October 2011, the date on which the board first convened, have exceeded the time within which expenses should have been submitted. And, those expenses could not be submitted in the absence of an approved accountable plan.

* + - **Motion** – Mr. Jorge Haynes moved to approve the organization’s accountable plan effective October 1, 2011, and that the application of the accountable plan’s time limits, within which employees should submit expense statements, be amended to be made effective March 29, 2012.

Mr. David Valladolid seconded. Motion passed as amended.

1. **Committee reports. NA**
2. **New Business - Chairman**

* **“Collective Impact”** of FSG – Dr. Rudy Reyna

“Collective Impact” pertains to an approach (developed by FSG) that engages organizations that provide services in collaborative efforts. It was first brought to the attention to the President by Dr. Rudy Reyna. An article on the subject was sent to board members prior to the meeting for its consideration. Dr. Marder commented that as a diagnosis it was great, but wanted to offer the idea of persuading a “city to issue a municipal bond” as a way of generating funds to support the implementation of STEM projects. Mr. Valladolid added that since most entities often work independently from each other, a collective approach is the most intuitive approach to make it work to address the education crisis confronting the nation. Mr. Acosta posited collective impact could be applied to the Hispanic STEM Initiative’s situation and it would be good to use in marketing and with prospective donors. Mr. Chavarria suggested the idea of asking Educate Texas to enlist FSG to help the Hispanic STEM Initiative develop a strategic plan following this approach. This idea is borne from the fact that FSG developed the strategic plan for Educate Texas.

* **Calendar of Network Events**

A chart with the schedule of upcoming education conferences and events was shared with the board, largely for its information and as a guide to planning its next meeting.

* **Next Board of Directors Meeting**

Mr. Chavarria explained that the while the board will meet up to three times a year, he focused on scheduling its annual meeting sometime in the fall. The ensuing discussion addressed potential dates for that meeting and ultimately the board agreed on November 15-16, 2012, in San Antonio, Texas.

In the interim, the board considered convening a meeting in which it would concentrate on strategic planning that would incorporate fundraising, the organization’s name change, and crafting a new mission statement. The board agreed on scheduling a strategic planning meeting July 13-14, 2012. Back-up dates for this meeting are July 9-10, 2012. Dr. Reyna proposed that the two-day meeting be held in South Padre Island, Texas, pending availability of meeting facilities.

1. **Announcements – Guests**

* **SEDL and REL SW – Dr. Melissa Dodson, Evaluation Manager**

Dr. Melissa Dodson provided a general overview of SEDL’s work, particularly the prospects of rolling out the Regional Education Laboratory (REL). She indicated that her goal, since learning first-hand about the Hispanic STEM Initiative’s education efforts almost two years ago, has been Hispanic STEM education. She concluded her comments by indicating that SEDL looked forward to working with the Hispanic STEM Initiative in San Antonio, the Rio Grande Valley, and El Paso.

* **Educate Texas – Chris Coxon, Chief Program Officer, and Dee Chambliss, Program Officer**

Guests Chris Coxon and Dee Chambliss addressed the board about the range of education activities Educate Texas has in its STEM portfolio in the state, region, and in other states around the country. Its education efforts are directed at the state level and in a systemic manner. They also reviewed the STEM blueprint that governs the implementation of STEM schools around the State of Texas. Responding to a question about education outcomes, they referred the board to the Texas Education Agency’s (TEA) website for that information, particularly an evaluation performed by SRI. Chris and Dee proceeded to discuss a draft STEM Strategy developed for Educate Texas by ED First in order to promote STEM education throughout the State of Texas. They asked the board members’ input into that strategy, to which the board agreed to do. They concluded their presentation by stating that “bringing parties together is their biggest value.”

At the conclusion of the presentations, the board thanked the guests.

* **Adjournement**
  + - **Motion** – Dr. Rudy Reyna moved to adjourn the meeting.

Mr. Jorge Haynes seconded the motion. Motion passed.