



South Metro-Salem STEM Education Partnership

SMS STEM Partnership Executive Advisory Board

Roles and Responsibilities

April 2013

www.oit.edu/STEM

Background:

The South Metro-Salem STEM Education Partnership formally signed a partnership agreement in December 2012.

The SMS STEM Partnership's goal is to increase science and math achievement among students in partner schools and districts, with an emphasis on the participation and persistence of low-income and ethnic/culturally diverse students. The partnership will measure achievement of the goal by:

The Partnership is a collaborative of 13 school districts, three community colleges, three universities, six community-based STEM programs, and 8 business partners who share a common vision for catalyzing Oregon students to achieve STEM degrees and certificates through engagement of students in STEM courses and experiential learning. The vision is not new, but the partnership is. As a collective partnership, we are striving to leverage our resources differently in three strategic ways:

1. **Forming a learning community to identify effective practices among the school districts and community partners**, and training teachers in effective instructional practices through contextualized, experience-based teaching and learning methods.
2. **Building a STEM NETwork** – a clearinghouse or virtual connecting place to connect business and community resources with schools and teachers.
3. **Expanding collaborations between schools, colleges and universities to accelerate dual credits in STEM subjects** and better transitions for student into STEM career paths.

The partners will leverage their existing resources, staff, and facilities, and will raise funds and other in-kind donations to expedite the collaborative work.

Vision:

The South Metro-Salem STEM Partnership catalyzes Oregon students to achieve STEM degrees and certificates, and reach Oregon's education goals by increasing the access, excitement and engagement of students in STEM courses and experiential learning.

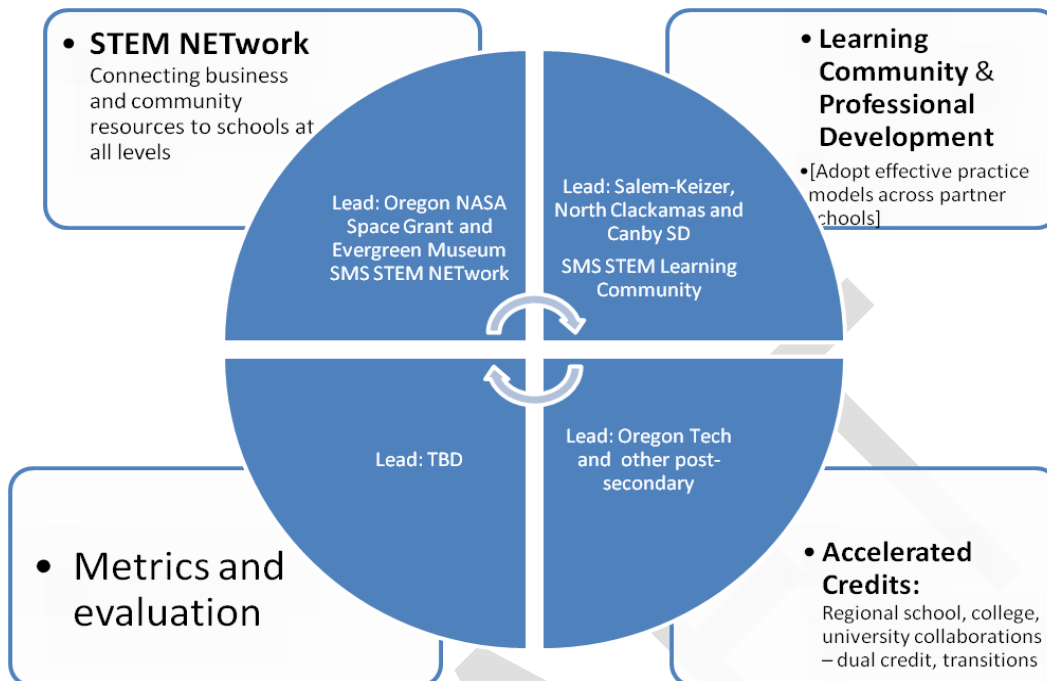
Mission:

The South Metro-Salem STEM partnership will collectively optimize PK-20 STEM education by utilizing a full spectrum of public and private resources and model instructional practices to develop a career-ready, diverse, and adaptable workforce that enhances the regional economy and community.

Executive Advisory Board Key Tasks:

- Strategic Direction
- Networking and Building Relationships
- Legislative Initiatives
- Financial Directives

South Metro Salem STEM Partnership Structure:



SMS STEM Partnership Executive Advisory Board (EAB):

The Advisory Board will be 10 -15 members, drawn from the ranks of industry, education leaders from all sectors of education, legislative members and non-profit STEM program providers.

Responsibilities:

The Advisory Board will offer strategic direction, networking, legislative advice and support, and fundraising direction for the Partnership's three strategic elements and for program evaluation. The three elements, as described above, include the STEM NETWORK, the Professional Learning Community/Professional Development, Accelerated College Credits, along with determining metrics and evaluation of the effectiveness of the work in achieving the partnership's goals.

The partners have agreed that they will not form a formal legal entity, but will utilize various partner organizations to advance their collective work. Multiple and varying partners will be the lead, legal organizations that are responsible for specific program areas within the overall partnership plan, based on grant sources, relationships, expertise and willingness of partners to assume programmatic responsibilities.

For example, the *SMS STEM NETWORK* will operate as a collaboration of the NASA Space Grant Foundation, with OSU and Evergreen Aviation and Space Museum. The SMS

STEM NETWORK will have 1 FTE Program Director to oversee the STEM NETWORK function. The NASA Foundation will handle financial transactions and provide accounting services, while OSU will be the employer of record, and Evergreen will contract to manage the Director's work and provide administrative support for the position. The benefits of this approach are that Executive Advisory Board members do not have to take on fiduciary duties, maintain financial accounts, produce audited financial statements, file Federal and State tax returns, send out acknowledgements for contributions, or deal with employment concerns. *The NASA Space Grant Foundation will perform these tasks on the NETWORK's behalf.* Other program areas will be staffed on a volunteer basis by Partner members, until funds are raised for direct support.

Advisory Board Member Expectations:

- Members should embrace the *SMS STEM NETWORK* mission and values, and wish to make a huge impact on the STEM career pipeline in our region.
- The time commitment of the STEM EAB is quarterly meetings plus participation at NETWORK outreach events where they serve as hosts for industry, government officials, and educators.
- 2 year commitment by all board members
- 2 year commitment by chairperson
- Attend 80 – 100% of quarterly board meetings
 - Start up time commitment will be greater as we prepare guidelines
 - Annual time commitment estimated at 20 hours/year
- Attend SMS STEM NETWORK outreach events
- Attend other STEM/Educational events as available
- AB members are expected to actively engage:
 - Help shape the strategic direction of *SMS STEM* Partnership and programs in the area.
 - Leverage professional networks to assist with STEM Partnership and NETWORK initiatives.

The *SMS STEM Partnership Chairperson* is responsible for following up on activities for the Executive Advisory Board and working with the Program Director.

Ideal Board Member Qualifications:

- **Vision** – Should be capable of bringing innovative thinking to bear when discussing board planning strategy and be capable of partnering with SMS STEM Partners to develop a vision for the future of the organization and its Advisory Board leadership.

- **Strategic perspective** – Should demonstrate an ability to develop recommendations and evaluate recommendations from a multi-functional perspective.

Annual Board Member Contribution:

- Chair or serve on a sub-committee
- Promote and secure partnerships with industry, educational institutions and associations
- Secure sponsorships
- Lead strategic initiatives
- Host outreach events

South Metro Salem STEM Partnership Executive Advisory Board Organization

