



MINUTES OF MEETING

Date and time: **March 16, 2016**

Location: **College of Nursing, Room 117**

Participants: D. Neal, S. Friedli, J. Bjarnesen, T. Birsen, R. Heller, M. Clark, J. Bradfield, J. Weertz, L. Zaddach

Steering Committee Meeting

Summary of discussions and detailed decisions

The meeting started at: 9:00am

REPORTS

Program/Site Status

- Staffing/Site Coordinators
 - Amanda Horwitz has resigned from C² Pipeline, she is now an Advisor for Pre-Med undergraduates. Sandy Friedli is now the C² Pipeline Program Specialist. She will be handling curriculum, supervising the STEM Center, teacher professional development, and science classes. LeTrell Henley is now the Site Coordinator at Michigan Collegiate High School, formerly he was the Assistant Site Coordinator at Clintondale High School. Don Neal and Tansi Leake will be taking over much of the summer programming responsibilities.
- STEM Center
 - Will be adding a hydroponics room
- Enrollment Demographics
 - 1097 Total students served. 50/50 split of male and female participants. Numbers are even grade wise across the board. Approximately 800 students served are free or reduced lunch. C² Pipeline has been a presence over time in the schools served and it is showing in undergraduate admissions.

- ***No Decisions to Note***

OLD BUSINESS

- Michigan Department of Education Site Visit
 - Passed without issues. Will probably have another visit next year. Oak Park High School and Pontiac Academy of Excellence were visited.

- ***No Decisions to Note***

NEW BUSINESS

Mission/Vision/Goals review

- Agreed that the document sounded more like a description. J. Bjarnesen will edit and Don will send out for further suggestions.

Program

- New curriculum – Skills to Pay the Bills (Soft Skills) and Basic Photography without Darkroom Access accepted as new enrichments. First Aid/CPR curriculum to be added, also. Will probably train 6 to 8 staff members with American Red Cross. Staff members will then be trainers for remainder of staff.
- Senior recognition – Graduation cords will be given to C² Pipeline participants who have full time status in the program during their junior or senior school year will receive a solid green cord. Students who attend IPE will receive a green and gold cord.
- Digital Badges – MDE will be using our summer programs to beta digital badges. We are waiting for MDE to revise the current rubric to determine how to weigh badges. We will be creating and administering badges for professionals for participation in C² events.

Summer 2015 Report

- School of Business Team Update - The winning team will be hosting summer camp at Warren Mott High School. One team had issues with their steering wheel design, but learned from their mistakes. The remaining teams are continuing to work on their projects. Saturday, March 26, all teams will meet at WSU.
- Student Admission Report - Thirty students applied to WSU, twenty-seven were admitted and fourteen have committed.
- Pitch Night – Teams will present to a group at Pharmacy on June 3. The event begins at 5 p.m. and ends at 8 p.m., dinner will be served at 5 p.m. Invitations will be sent out. The first place team will receive a scholarship from the School of Business.

Summer 2016

- Day Program – Refer to 2016 Summer Program Brochure. This year we will have camps at satellite locations along with camps on campus.
- Residential IPE Program
 - Commercials – C² schools are using these to recruit.
 - Participants – we are using a grit scale for admission purposes. Eleven students have applied. One teacher and five mentors (sponsors) have applied.
 - Tentative Daily Schedule given out. At this point the schedule looks relatively firm.
 - Curriculum Meeting – Will be in about two weeks to determine logistics, field trips and any other needs.
 - Gala – July 21, 3:30 – 8:00 p.m. Dinner will be served at 5:00 p.m. Teams will be set up longer this year so that they have more time to interact with visitors. The presentations will be the night before and the awards ceremony will be at 7:00 p.m.

- ***None to Note***

KUDO's / POINTS OF PRIDE

- Site Coordinator Jeff Jantz chosen to present our "Empowerment Improv: Promoting

Self-Confidence & Assertiveness” curriculum at the NAA Conference – Spring 2016, Orlando
<ul style="list-style-type: none">• <i>None to Note</i>
PARTNER NEWS / UPDATES
<ul style="list-style-type: none">• <i>None to Note</i>

SUGGESTIONS FOR NEXT AGENDA
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The meeting ended at: 10:45 am

Minutes compiled by: S. Friedli