

Program Management Meeting
Friday, April 4, 2014
Grimes Building
400 East 14th Street | Des Moines, IA 50319
MINUTES

1. Welcome & Roll Call: Sandy Warning

2. Members Present: Sarah Bird, Chris Bohnet, Dawn Bowlus, Dianna Briggs, Diane Darland, Kelli Diemer, Kathy Larson, Deb Jones, Shirley Reid, Sandy O'Brien, Sandy Warning

3. Previous Minutes – January 31, 2014

The September meeting minutes were provided via email and distributed as a hard copy to all members. Approved.

Sandy O'Brien – motioned; Diane Darland 2nd approval

4. Department of Education Update:Kelli Diemer

- Review of The Annual Condition of Iowa's Community Colleges
 - Enrollment information
 - Tuition & Fees information
 - Developmental Course Enrollments
 - Online Enrollment Changes
 - Grade Level Jointly Enrolled Students
 - Curricunet
- Financial Literacy Workgroup is discussing how to infuse more financial literacy into schools. The group is made up of Department of Education professionals and business leaders.

5. Statewide Intermediary Network:Sherri Walker

- Each Community College region should have an intermediary coordinator. The current stage is that intermediaries are working to build relationships and make decisions on the types of programs they will offer.
- Sherri's primary roles are setting up job shadows, internships, guest speakers, and worksite tours
- How we (teachers) can help – communicate the presence of the intermediary networks and encourage area businesses to connect with them and be involved.
- 6 STEM Hubs in Iowa – focusing on any and all STEM activities and career connections
- Encourage teachers to get to know their STEM Hub Manager & their Intermediary Contact

Perkins Grant funding paid for Professional Development - Trained 55-60 people on Data Dashboard in regards to non-traditional participants.

6. IACTE Update:Kathy Larson

- Tentative IACTE agenda was shared.
- Legislative Day on Feb. 25, 2014 went really well.
- 2 students attended National Policy Seminar in Washington DC
- Last Thursday – conference planning meeting at Kirkwood Community College
- Region III Conference in June at Rochester, MN

7. IBEA Update:Sandy O'Brien

- Summer workshop descriptions & registrations are online
- IBEA has partnered with IT Academy to provide workshops
- IBEA is sharing at Collaborative Workshops
- North Central Business Education Association Conference – June 16 in Indianapolis, IN
- IBEA Conference will be October 12 & 13, 2014 in Des Moines
 - Slogan – IBEA: Meeting the Challenge
 - Logo Contest for students
 - Keynote Speaker – Tonya Skinner

8. Summer Workshops Sandy Warning

- 7 Workshops
- Online registration is ready
- Discussion on minimum requirement for the workshop to run. Sandy will use her discretion.

9. Business & Marketing Quality Committee.....Sarah Bird

- Introduction to Business Assessment Work
- Webinars – changed time to 4:00 in March & attendance increased
- Collaboration Workshops – 33 attended Winter workshop, 37 attended Spring workshop

10. CTE Task ForceKathy Larson

- Career & Technical Education Taskforce – 2 face-to-face meetings & 1 online meeting
- Purpose - ?????? ask Kathy

11. STEM Entrepreneurship.....Dawn Bowlus

Elevate business education to be seen as the experts in entrepreneurship.

STEM definition – interdisciplinary approach to learning where rigorous academic concepts are coupled with real world lessons as students apply STEM in contexts that make connections between school, community, work and the global enterprise enabling the development of STEM literacy and with it the ability to compete in the new economy.

- Phase 1 - Institute Training – brought together STEM teachers & business teachers
- Phase 2 - LeanLaunchPad Workshop with Bob Dorf
- Externships - Science & Math teachers doing 6 week internships

- July 14-17 – STEM Entrepreneurship Institute (costs covered) – business teachers need to take an Entrepreneurship course before attending
- Online Summer course for Entrepreneurship starts in June – \$299

12. Work-Based Learning (WBL)Kathy Larson

- Committee/ organization started to review programs & find best practices.
- Schools call their programs something different. Some teachers have MOC certification and some do not.
- Committee is reviewing the Work-Based Learning manual
- Starting a new professional organization

13. BudgetKelli Diemer

- Reviewed 2013-2014 Expense Budget
- 2014-2015 Expense Budget
 - Marketing POS committee has been active to develop a program of study for teachers to adopt. Currently their work has been funded through Strengthening Program of Studies Grant. That funding will likely go away and Kelli suggests adding it to the future budget.
 - MBA Statewide PD – funds would allow teachers to learn more about MBA Research materials and resources
 - WBL contract work – need to pay individuals to get the guide up to date
 - Financial Literacy PD – possibly fund statewide initiative
- Chris Bohnet motioned, Dawn Bowlus, 2nd approval

14. CTSO Reports

- **BPA** – Deb Jones – April National Conference in Indianapolis, IN
- **FBLA** – Kathy Larson – SLC March 27-29 – almost 700 students (24 schools) participated. National Conference end of June in Nashville, TN
National Officer will be running for State President
1 new chapter – Exira, IA
- **PBL** – no report
- **DECA** – Chris Bohnet – State Conference February 23-24 in Des Moines -369 competitors. Added vendors & sponsors to conference. FIDAB – advisory board has helped raise funds.
National Conference May 3-6, 2014 – Atlanta, GA
Scholarship applicant from Ames, IA
National Director plans to step down.
New slogan for 2014-2015 is “I AM DECA”
Chris Bohnet’s retirement will be August 2015 after Sam Conference in Nashville, TN
- **UFLC - Unified Conference Planning** – October 26-27, 2014 – Iowa Events Center

15. 2014-2015 Meeting Dates

- September 12, 2014

- January 30, 2015 with a weather date of February 6, 2015
- April 10, 2015

16. Next meeting will be September 12, 2014 Sandy Warning

17. Adjournment..... Sandy Warning