

ACCC/ NOISE Status as of January 30, 2007

A Summary of the Meetings of January 15, 23, and 29, 2007 and Pursuant Activity

Please let Jo know of any corrections and amendments ASAP

Attending 1/15: Ray Vandiver, Amanda Thomas, Marilyn Johnson and Ron Barnes of OMSI, Dick Knight, Michal Young, Jo Oshiro.

Attending 1/23: Karyn Bertschi, Ray Vandiver, Amanda Thomas, Marilyn Johnson and Ron Barnes of OMSI, Dick Knight, Michal Young, Jo Oshiro.

Attending 1/29: Karyn Bertschi, Ray Vandiver, Amanda Thomas, Marilyn Johnson and Ron Barnes of OMSI; Dick Knight, Jo Oshiro

Summary:

Karyn Bertschi of OMSI has joined us as a local expert in the World Café process.

Invitees: As of January 29, noon, more than 70 people have responded with their intention to attend the event on February 5, 2007 at OMSI. Notable recent additions include Jill Tucker of the Lemelson Foundation, Ben Manny of the OPAS Initiative (whose Motivate Workgroup is intensely interested in the informal sector) and Tom Thompson of ODE. We continue to work on finding some contacts within the Native American community and are pursuing suggestions from Dave Johnson at UO and David Coronado at PSU/MESA. An email has been sent to Sally Yee at the Meyer Memorial Trust, per suggestion of Jill Tucker.

Agenda: The evolved and annotated version of the agenda follows. The agenda released to invitees has less detail about times, etc. Amanda issued the bulk of those agendas by email between January 15 and 23.

| Time | Event | Notes |
|---------------|---|--|
| 8:00 – 9:00 | Registration opens Breakfast served Informal Networking | Table outside auditorium; take pictures Food inside auditorium Place table host name tents at tables ACCC work the room Self-selected seating except for table hosts |
| 9:00 – 9:30 | Welcome, Intro & Overview | Ron & Ray moderate as partners Warm up the crowd, set the tone Prime them for action themselves, not OMSI/OPAS-driven Introduce Charlie (Ray) |
| 9:30 – 10:30 | Keynote Address | Charlie Walter Allow time for Q&A |
| 10:30 – 10:40 | Break | Coffee refresh; no new snack planned |
| 10:40 – 10:55 | Report on surveymonkey results | Ray Frame World Café session |

| | | |
|---------------|--------------------------------|---|
| 10:55 – 11:00 | Instructions for World Café | Marilyn |
| 11:00 – 12:00 | Small group World Café Session | Timekeeper – Michelle Ruddy 10 tables, host list – see below Assigned seating/grouping 5 topics designated by Marilyn & Amanda <ul style="list-style-type: none"> • Brainstorm 10 minutes & rotate as a group • Add/ refine 10 minutes & rotate as a group • Boil Down to 3 top recommendations; report out top 2 |
| 12:00 | Announcements | Ray tells attendees that signups & maps for the afternoon working groups will be available at 12:50. Limited seating; be timely for best selection. Working groups will please self-structure and self-record. Photorosters available? |
| 12:00 – 12:50 | Lunch | Amanda & Marilyn synthesize key points for morning to frame afternoon working groups; Jo available to write |
| 12:50 | Signups posted | |
| 1:00 – 2:00 | Working Groups | Scattered locations in OMSI Worksheets available for these groups to bring outcomes back for report out. Groups should self-structure and record. Record attendance by sticking namelabels on the back of the reportback sheet. |
| 2:00 – 2:25 | Working Groups Report Back | On worksheets. Record on easel. |
| 2:25 – 2:30 | NOISE Pep Talk | Ron Explain volunteering process, use of namelabels |
| 2:30 – 3:00 | Namestickies Break Snack | Attendees wander room and place their label where they are willing to commit time |
| 3:00 – 4:00 | Next Steps | Ron/Ray Where do we go from here? Synthesize key recommendations from working groups and volunteer namesticking Establish follow-up items, subcommittees |
| 4:00 – 4:30 | Wrap-Up Evaluations | Continued communication |

Materials: Materials will be handed to attendees as packets of paper; no folders etc. are planned at this time.

Handouts include:

- Table tent name label, in gray (used for photos at registration, also)
- Nametag with table rotation number on the back (11:00 am session)
- 5 bright sticky labels printed with name, tucked into back of nametag
- Abbreviated “public release” agenda
- Page with bios of the speakers, including a short explanation of ETIC and OPAS and their relationship to NOISE
- Photo roster of attendees (planned release at noon) with contact info
- A short recap of processes used: world café, afternoon group selection, etc.
- Rules and outcomes sheet for afternoon sessions (in session rooms)
- A few sheets of paper
- Pen

Postables include:

- Summaries from World Café session 11-noon (table hosts)
- Afternoon workgroup topics/ signups (by Amanda & Marilyn over lunch) to be posted by 12:50
- Afternoon workgroup reportouts for volunteer namesticking.

Miscellaneous Action Items:

- Bruce has agreed that OPAS may host a NOISE listserv
- Amanda was going to investigate the possibility of OMSI hosting a NOISE webpage – we may have decided that this is too much all-OMSI, all-the-time.
- Jo will confirm with Ben Manny that he will be a table host
- Jo emailed this blurb to Ron Barnes and Amanda to clarify the ETIC/OPAS/OMSI/NOISE relationship: *“Oregon’s Engineering and Technology Industry Council, known as ETIC, advises the Chancellor and Board of Higher Education on strategic investment in engineering and technology education to help fuel the Oregon economy. As part of ETIC’s vision of leading and integrating engineering and technology driven constituencies in Oregon, the Oregon Pre-engineering and Applied Sciences Initiative (OPAS) was started in 2005. ETIC funds for today’s workshop leverage the work of OMSI and the Business Education Compact (BEC). We hope that you will create a network that will help you deliver more exciting STEM experiences to ever-wider groups of Oregon students.”*
- Jo has agreed to print the sticky name-labels as there are neon labels left over from the OPAS workshop.
- Amanda will get the evaluation we brainstormed at the January 29 meeting approved by Marcie Benne of OMSI, who helped with the initial survey. We hope to structure the survey to maximize the data’s future usefulness in obtaining grants.
- Ray and Ron will finalize the handoffs of moderator duties.
- Amanda will develop a worksheet to guide participants through the afternoon session.

- Amanda will develop a quick reference sheet for table moderators, to be handed out at registration.
- Jo will confirm with MaryBeth that she can host a table for the 11 am session.

Hanging:

- Any corrections to the above list
- Kathryn Schwartz offered to help at registration. Do we need her?

Personnel Assignments:

- Floating Troubleshooter – Amanda
- Photo Roster – Michelle Ruddy
- Registration Table - ? (Jo can help here)
- Hosting during Breakfast (get people introduced, talking)
 - Ben, Dick, Marilyn, Charlie, Ray, Ron, MaryBeth, Michal, Bruce
- Overall moderating/pacing – Ray, Ron
- World Café Timekeeper – Michelle Ruddy
- Table Hosts, 11:00 am World Café session
 1. Bruce Schafer
 2. Michal Young
 3. Ben Manny (must confirm)
 4. Jo Oshiro
 5. Mary Beth Horton (must confirm)
 6. Ron Barnes
 7. Ray Vandiver
 8. Dick Knight
 9. Karyn Bertschi
 10. Marilyn Johnson
- Lunchtime Topic Synthesis
 - Marilyn & Amanda, thinking
 - Jo, writing