Exemplary Project Steering Committee
Meeting #4 Agenda

Date: 6/7/23 Participants: Neerja, Kathryn, Marguerite, Lauren, Keith, Cynthia, Brittany, Dana, Ellen, Melissa, Sally, Claire, Alex, Ying	Time: 7:05 - 8:05pm
Goals (overall): ● Collaborate with fellow committee members to reach consensus on revisions to the exemplary project proposal. ● Share feedback from the communities that you represent to inform committee discussion and decision making. ● Be prepared to present a revised proposal to the Innovation community by June 16th. For tonight: ● Refine the Design Thinking process descriptions to include areas of focus and avoid possible pitfalls.	Norms: ● Assume positive intentions ● Reach agreement about what to share and what to keep confidential ● Be present ● Maintain a spirit of collaboration

Project purpose:
To engage students in using creativity, collaboration, and innovation to identify and solve a community problem.

Questions to consider:
1. What structures/processes might need to be in place to ensure the project is easily implemented and scalable?
2. How can we revise the current exemplary project proposal to incorporate a clearer academic focus?
3. What role will C.A.R.E.S. and STEM play in our exemplary project?

Links/Resources: -APS Strategic Plan - Mission, Vision & Core Values -APS Strategic Plan - Full Document -APS Exemplary Project Policy -APS Exemplary Project PIP	-Innovation Exemplary Project Info Webpage -Innovation Vision Statement

5 min.	Welcome & grounding	

30 min	Revise stage descriptions to encompass our goals for students	Empathize Define Ideate Prototype Test
20 min	Discussion - what can we start with?	Begin discussion of what activities we can commit to for the first year of implementation **ACTION PRIORITY MATRIX** IMPACT High impact — Low effort: Quick wins / High effort: Major projects Low impact — Low effort: Fill-ins / High effort: Thankless tasks EFFORT
5 min	Reminders and tasks	Meeting date: Wednesday, June 14 Task for next meeting: What activities and ideas do you have about our first year of implementation? How would you categorize those activities and ideas in the Action Priority Matrix?

Debrief 5 min	+ What we did well?	△What do we need to do differently?	☆Wishes

Parking lot -