



HEC STEM Project Meeting (duration: 1hr 10 min. - 11:00 to 12:10 EDT)

Participants: (8) Eleni Bomi, Marios Chinas, Terry Dritsas, Anna Lawless, Gus Stamatis, Thanos Voudouris, Celina Morgan-Standard (NYAS) (11:19am), Joe Melendez (NYAS) (11:19am), Ioanna Katsavria (contact for STEM Project)

Absentee: (1) Fotini Eleftheriadou, Nico Michael, Stelios Manias

Abstainees: (1) Evangelos Rigos

Meeting – The meeting was conducted via GoToMeeting with live audio & video shared interface. The HEC EC convened today, January 16th, 2015 at 11:00 EDT.

Agenda –

1. **Introduction (5 min.)**
2. **HEC Overview (10 min.)**
3. **International Program for STEM Education-Project Overview (15. Min.)**
4. **Open Discussion (30 min.)**

Minutes –

1. Ioanna Katsavria presented herself. A teacher and Administrator with the Min. of Education in Greece. Experience with the Techniko Deltio at The Ministry. She is also Program Director for Gifted and Talented Students and a Consultant for the same Program. She is interested in youth and especially with STEM. She has researched EU proposals for the Ministry of Education of Greece.

<http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/2426-seac-1-2015.html>

Summary: Wishes to reach more students who would be involved in STEM careers. These students would be selected from low income neighbourhoods and orphanages.

The candidates must be capable, aware and attracted to a career in STEM.

New York Academy of Sciences would write the Proposal for HEC requesting funding. One drawback: The processes at Ministry of Education of Greece were never completed.

2. Mario: How does the funding work in EU? Is the money obtained after the Proposal is accepted?
3. Ioanna: Not currently aware. Costas Smangas, a contact in Cyprus, will explain the workings of how the funding works on Monday.
4. Thanos: Ioanna, please forward the information to Mario who is in Cyprus.
5. Mario: Sister has PhD and familiar with Proposals. Will ask her to help.
6. Ioanna: Great. But we need someone to fund the Proposal.
7. Thanos: What is the Funding for the Proposal? The budget? The Anticipated Cost?
8. Ioanna: \$1 million is preferred.
9. Mario: Is this 100%?
10. 11:19am (Joe and Celina join meeting)
11. Thanos: Referring to their web-page we see a Budget of 8.9M. Is this allocated by EU?
12. Ioanna: yes

13. Thanos: What does HEC do? Identify people and have them help?
14. Ioanna: We help the students, introduce them to a STEM career, and help them to follow a career in STEM. We train the students for 1-2 years and help them select a career. This is the Proposal with the assistance of the NYAS and we use a Greek University.
15. Thanos: The Proposal is to get funding from the Budget allocated from EU?
16. Ioanna: They will accept it easier, this way, and take us seriously.
17. Thanos: Do we have an outline for the Proposal?
18. Ioanna: No
19. Thanos: We must start with an outline, identify the targets and things of that nature.
20. Ioanna: Good idea. Do you agree?
21. Celina: Thank-you all for the meeting. We need to speak to our Director of Development for Grant Funding who can help. We also have to look at models from other parts of the world and expand these models to Greece. We at NYAS have the program/Curriculum which helps to connect with the local schools, rather than create a new program.
22. Celina: What are our goals today? Strategy? Roles, responsibilities?
23. Thanos: We are here to be affronted with what we are to do. There is a Budget the EU has available for this Project. We need to put a team together to write the Proposal, outline the goals for the Project. There are people who are specialized in Grant writing and Funding, and who write Proposals.
24. Celina: Going through the Grant writing helps flush out a vision, the roles and responsibilities and to identify the Partners. This is why we need our colleague (at STEM) to help with the “process outline” and then we can determine the next step.
25. Joe: To identify the elements in the Program.
26. Thanos: Therefore, what we have now is the following:
 - a) Process of Grant writing?
 - b) What are our Goals?
 - c) What to include in the Proposal?
27. Celina: The first thing to do is to investigate the Process and the Goals.
28. Thanos: How is HEC to be involved? Who are the partners to be? The Min. of Education in Greece and the Universities? Non-Profit organizations? Institutions? Will the Partners be part of the Proposal? Are there Science organizations in Greece?
29. Joe: We need a working document for the Partners and the elements for the Program.
30. Celina: We need to understand what programs/organizations are available on the ground?
31. Thanos: Therefore, this is what we must do now:
 - a) A Process outline for the Project
 - b) Program Goals for the Project
 - c) Partner List, who can help
 - d) HEC EC to discuss how to help and to recruit volunteers
 - e) Identify non-profit organizations which can help
 - f) Create a web page in HEC to identify the Project and to put material up.
 - g) Create a HEC mailing list
32. Celina: Yes, the Program goals are good as is the web page
33. Thanos: What are we to name the Project?
34. Celina: The name will be STEM focused. We will brainstorm on this. You may include your potential name proposals along with your Partner List.
35. Helen: to whom are we addressing the Proposal?
36. Celina: This is an EU Grant
37. Celina: We will meet again next week and provide feedback on the Processes.
38. Thanos: We will have a mailing List buy then and we will communicate through the List.
39. Celina: Good.
40. Celina and Joe exit meeting (11:33 am)

41. Ioanna: We need a non-profit organization in Greece or Cyprus.
42. Thnaos: We can create one.
43. Marios: We can find one to cooperate with.
44. Ioanna: The non-profit must be in EU, for the responsibility of the Proposal and Program.
45. Thanos: We will look into it.
46. Gus: Good to team up with a non-profit already in Greece.
47. Ioanna: (reply to question from Gus...)I have worked with an established company in Cyprus specializing in career orientation.
48. Thanos: The Proposal must come from EU.
49. Ioanna: Yes, it is a requirement.
50. Thanos: If the Proposal comes from the Ministry of Education in Greece?
51. Ioanna: How? To apply to the Min. of Education?
52. Thanos: Is it not better to get the Ministry of Education involved? Or do we wish to be independent?
53. Ioanna: Better to be independent because of the Bureaucracy.
54. Thanos: I see on the web page that this is 1 yr and a few months. Have other people submitted requests?
55. Ioanna: No information on this.
56. Thanos: Do they determine how to allocate the money after the deadline? There is a planned opening date to accept the application in April.
57. Mario. Applications are open from April to September 2015.
58. Thanos: Do we submit an Abstract, then we request to proceed or not?
59. Mario: Exactly like that. We do all the work and then we may not be accepted.
60. Ioanna: There are specialists who offer to do this. We go with a draft and they write up the proposal. They charge a fee and get paid if the Proposal is accepted.
61. Ioanna: We need STEM to develop the science component of the proposal. Then they will train the students. NYAS is our University.
62. Thanos: We need a non-profit status in Greece, same as Ahepa.
63. Thanos: Action Item # 1 - HEC in Greece. Look into this legally.
64. Ioanna: Identify roles and look into what is to be done.
65. Gus: We need a corporate lawyer.
66. Terry: Possible to have a chapter in Greece.
67. Thanos: Let us start with this. And the application requirements.
68. Gus: Ioanna must be the Project Lead, since she is the most knowledgeable and has the connections and resources. HEC will back her up. NYAS is the 2nd oldest university and the most prestigious and has members world-wide.
69. Thanos: A Proposal with help go after this Project. We will create a mailing list for our communications.
70. Mario: We can post into Forum for volunteers.
71. Thanos: Yes. We have 4000 subscribers. But first we must identify the goals and define the Project, as well as list the partners.
72. Thanos: Ioanna, please write an outline of the Project as a whole and an Abstract. Then we will expand on each Outline.
73. Gus: Most of us are unfamiliar so we need a summary. When we create the site, we will explain all this on the site and get momentum.

Meeting ended 12:10 am

Respectfully submitted

Eleni Bomi
HEC