

PC4A Biweekly Meeting

May 15, 2023 at 3:30pm

Agenda

Previous Meeting Actions

1. Approval of minutes from May 1, 2023 meeting.

Announcements/Updates

1. Mid-Year Meeting with funding agency
 - a. Dr. Farag gave a presentation on all activities and progress of the project to the funding agency on May 11, 2023.
 - i. The funding agency was pleased with our progress, and suggested more utilization of the DoD STEM logo, and increased social media marketing on other platforms.
 - ii. Concerns were also discussed regarding the lack of deliverables and invoicing by some partners.
 - iii. Personnel from the funding agency may attend our Annual Partner Conference on August 8, 2023.
2. Stevens Institute DoD Case Study
 - a. The PC4A project has been chosen to be part of a case study by Stevens Institute of Technology with research assistance from Kisker Consulting.
 - i. Personnel from Kisker Consulting will attend our Annual Partner Conference
 - ii. More details regarding the case study will be shared as soon as they are available.
3. Certification and Employment Surveys
 - a. Partners are asked to provide an update on the status of survey distribution:
 - i. BC3: 3 responses received as of May 11, 2023
 - ii. PHCC: 17 responses received as of May 11, 2023
4. Faculty Development Workshops
 - a. Workshops were held for BC3 and Bucks on May 10 and May 11, respectively.
 - b. Workshops will be held for NCC and/or MCCC faculty later this summer.
5. Budget/Invoice/Y2 Reminders
 - a. Partners are to submit Y2 budgets, justifications, updated Scopes of Work, and a list of Y1 accomplishments by **Friday June 2, 2023**.
 - b. Budget modifications must be submitted using the budget modification form as discussed before. Updated budget modification template was sent to all partners on April 6.
 - c. All invoices need to be accompanied by a report from your accounting system.
6. PC4A Cybersecurity/Computer Science Club
 - a. Partners have mentioned difficulties with creating or maintaining student clubs due to short programs, and lack of interest.
 - b. Partners are asked to discuss the benefit of a collaborative club across all partner schools.
7. Reflection on NCC use of Tallo.
8. Partner Reports/Questions.