# STEM Engagement Council (SEC) Alignment

Summary: The Executive Council (EC) met on January 9, 2018 and evaluated the proposals by the Office of STEM Engagement (OSE) on which Agency Governance Council the new STEM Engagement Council should align to.

Engagement. This package included a decision on the Governance Structure implementation plan for the (new) Office of STEM Engagement and reformulation of the Education Coordinating Council (ECC), which was aligned to the MSC. The plan established a new STEM Engagement Council (SEC). The MSC decision directed the existing Office of Education (OE) to move forward on the development of the SEC charter, with the Executive Council (EC) to later decide on which Agency Governance Council the SEC should align to. On October 6, 2017 the Mission Support Council approved the Business Services Assessment (BSA) Implementation Plan for Public and

Considerations in the EC decision included consistency with the new organizational structure for OSE decided by the Acting Administrator, the intrinsic stake in STEM Engagement of each of the Agency Governance Councils and of the Administrator, the efficiency and effectiveness of SEC operations, and the historical precedent of Education/STEM Engagement topics heard at each Agency Governance Council.

The EC made the decision after consultation by the recommender with the following stakeholders, and several others, based on the data and

analyses appended.

- Affected HQ Functional Owners: Office of Communications: Jen Rae Wang
- MSC members, via the comments on governance submitted for the October 6 2017 decision Additional optional comments submitted by GSFC, GRC, LaRC and KSC

Decision: Based on this review, the EC decided to approve a modified option 1:

- Align the SEC to the EC. Modify the EC function for periodic approval of the overall STEM Engagement strategy, similar to CCC Provide annual reports to the SMC, similar to the CCC

This provides a parallel construct with the EC's strategic oversight of the CCC (approving the Agency's overall Communications Strategy), with CCC annual operational reports provided to the SMC.

| ministrator, Acting |
|---------------------|
|                     |

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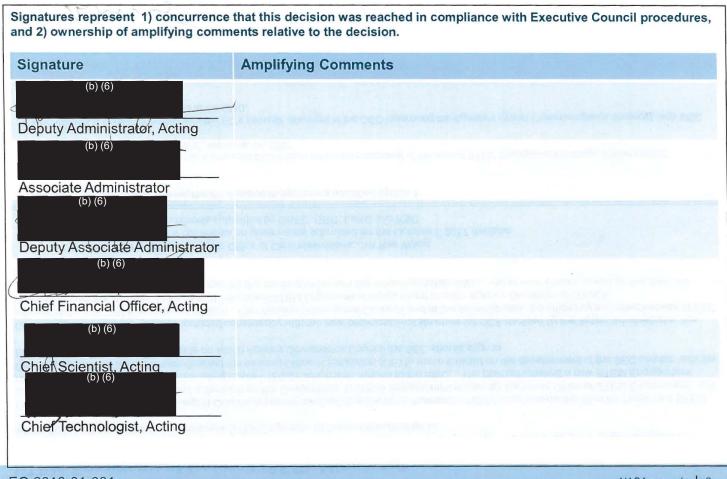
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### Decision Memo

## STEM Engagement Council (SEC) Alignment

| Decision execution responsibility                          | Accountable for:   |  |
|--|--|--|
| Mike Kincaid, AA for STEM Engagement                       | Establishing the SEC with final Charter approval by the Acting Administrator as Chair of the sponsoring Agency Governance Council (EC); operating the SEC consistent with Charter; reporting annually to the SMC |  |
| Dennis Boccippio, Director, Office of Agency Council Staff | Revising the EC Charter to reflect strategy approval   |  |

| Execution milestone  | Milestone Date | Responsible Party  |
|--|----------------|--|
| Revise EC charter consistent with this decision                    | January 2018   | Dennis Boccippio, Director, Office of Agency Council Staff |
| Complete, and have approved, the SEC Charter                       | March 2018     | Mike Kincaid, AA for STEM<br>Engagement                    |
| Submit NASA Policy Directive (NPD) for STEM<br>Engagement to NODIS | March 2018     | Mike Kincaid, AA for STEM<br>Engagement                    |
| First annual report of SEC to SMC                                  | December 2018  | Mike Kincaid, AA for STEM<br>Engagement                    |

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