



**Scholars Board
1/29/08**

Agenda Items	Time	Name	Decisions/Notes
Introductions & Brief Announcements			<ul style="list-style-type: none"> • Present: Rick Philips, Raymond Mullenax, Kathy Tidwell, Bri Watkins, Carla Dvoracek, Tammy, Patty Gregory, Lawanna Lancaster and Mardell Nelson, Mark Schultz
Minutes Approval and Review Agenda			
<u>Work Updates:</u> *HR			<ul style="list-style-type: none"> • Bri will send a copy of the Exit interview for the Board to review and see how we can make recommendations to best capture the data we are seeking for Title IV-E students.

<u>Policy & Procedure Issues</u>			*See Logic Model below

<p><u>New Ideas/Work</u></p> <p>Logic Model Plan Meeting in Coeur d'Alene</p>	<p>10:45-10:55</p>	<p>Ray/All</p>	<ul style="list-style-type: none"> • The Logic Model is in development. Rick facilitated the meeting to start the development of the Logic Model. The group was able to identify outcomes and strategies for two of the three partnership areas of focus. The group developed outcomes and strategies for Retention of workforce area of focus. The next area of development included identifying outcome and strategies for recruitment with two specific activities for this section: 1) Field Coordinators facilitating a meeting with Program Managers around the Affiliation Agreement, and 2) Conduct Focus Groups at Student Institute with current students to identify areas of support and need. The third area of focus, mitigating disparate outcomes for youth of color will be addressed at later meetings. The Board felt it was important to focus on activities that could be achieved in a short time period, as well as keep the Board focused on achieving some immediate outcomes. • Rick will type up the ideas developed by the group and will send to Ray. Ray will add the activities decided upon by the group and send out the Board Members. • Carla will type up the protocol ideas for the field

			<p>coordinators to facilitate meeting with Program Managers regarding the Affiliation Agreement and send to Ray to circulate to the group.</p> <ul style="list-style-type: none"> • Bri will type up the protocol ideas for Focus Groups with Students at the Student Institute and send to Ray to circulate to the group.
<p><u>Other :</u></p> <p>Student/Field Instructor Handbook</p>			<ul style="list-style-type: none"> • The board members discussed the idea of creating a student/field instructor handbook, which would outline expectations for students and field instructors. The guide would fit all universities and IDHW. Ideally this would improve student's experiences in field and better prepare them for employment. Additionally, it would improve the skills for field instructors. Rick Philips introduced the idea and he has developed a similar project in the past under different employment. This is an idea for the board to consider as they move forward with development of the Scholars Program.
<p>Next meeting & Agenda</p>		<p>All</p>	<p>*Wednesday, January 13 from 3:30 MST to 5:00 PM (MST).</p> <p>*Discuss Logic Model Development and next steps</p> <p>*Consider Student Institute and activities that could fit under the third area of focus: Mitigating Disparate outcomes for youth of color to develop</p>

			<p>some activities that could align with Student Institute.</p> <ul style="list-style-type: none">*Review Affiliation Agreement Protocol for field coordinators and program managers*Discuss Focus Groups and review Focus Group Questions (Bri compiling list) and schedule times for Board Members to work with Field Coordinators on facilitating Focus Groups at Student Institute*Review Exit Interview Form used by HR*Schedule time to meet with Field Coordinators the day before Student Institute.*Staff student case for decision re: collection*Other items?
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