

## Hsieh, Chialin

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**From:** Huang, Tracy  
**Sent:** Wednesday, January 14, 2015 6:13 PM  
**To:** Camacho, Anna; Lipe, Cathy; Stringer, Janet; Hsieh, Chialin  
**Cc:** Enriquez, Amelito G.  
**Subject:** Meeting notes from STEM grant needs 1.14.15  
**Attachments:** Outcome Measures and Indicators for Grant Funded Programs.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi everyone,

To keep Cathy and Amelito in the loop and make sure we're all on the same page, below is a summary of today's discussion and attached is list of outcomes we went over today.

1. Long term and short term outcomes. We went through Cathy's TRIO SS STEM logic model and identify where and when data would be available. Please see attached document.
2. Brief review of proposed grant tracker database. This is a big undertaking, so we will need additional discussions operationalize data collection elements, identify technical barriers as well as clarify data accessibility
3. Program review for grant funded programs. Chialin suggested that each funded program be included in the institutional program review cycle. IR will provide data packets for each grant funded program in August/September of each year. Data will be on previous Summer, Fall and Spring terms. It was suggested that grant funded programs should use their APR forms instead of existing program review templates.
4. Research assistant position. Janet drafted position description and the team reviewed. We will move forward with a 100% grant research assistant position.

If you didn't get any of the mentioned documents and would like them please let me know.

-Tracy