1. **Committee’s Official Designation:** STEM Education Advisory Panel #2624 ("Panel").

2. **Authority:** This Panel is established in accordance with the American Innovation and Competitiveness Act (Public Law 114-329; Section 303(b)) and the Federal Advisory Committee Act ("FACA") of 1972 (5 U.S.C, Appendix 2, as amended).

3. **Mission/Function:** The Panel, pursuant to section 303(c) of Public Law 114-329, shall advise the Committee on STEM Education ("CoSTEM"), periodically assess CoSTEM’s progress in carrying out its responsibilities under section 101(b) of the America COMPETES Reauthorization Act of 2010 (42 U.S.C. 6621(b)), and help identify any need or opportunity to update the strategic plan under section 101(b) of that Act. The Panel will provide advice and recommendations on the following topics:

   a. the management, coordination, and implementation of STEM education programs and activities across the Federal Government;
   b. the appropriateness of criteria used by Federal agencies to evaluate the effectiveness of Federal STEM education programs and activities;
   c. whether societal and workforce concerns are adequately addressed by current Federal STEM education programs and activities;
   d. how Federal agencies can incentivize institutions of higher education to improve retention of STEM students;
   e. ways to leverage private and nonprofit STEM investments and encourage public-private partnerships to strengthen STEM education and help build the STEM workforce pipeline;
   f. ways to incorporate workforce needs into Federal STEM education programs and activities, particularly for specific employment fields of national interest and employment fields experiencing high unemployment rates;
   g. ways to better vertically and horizontally integrate Federal STEM education programs and activities from pre-kindergarten through graduate study and into the workforce, and from in-school and out-of-school in order to improve transitions for students moving through the STEM education and workforce pipelines;
   h. the extent to which Federal STEM education programs and activities are contributing to recruitment and retention of individuals identified in sections 33 and 34 of the Science and Engineering Equal Opportunities Act (42 U.S.C. 1885a, 1885b) in the STEM education and workforce pipelines; and
   i. ways to encourage geographic diversity in the STEM education and the workforce pipelines.
4. **Points of View:** In accordance with section 303(b) of Public Law 114-329, the Panel will consist of no less than 11 members. The Director of NSF, in consultation with the Secretary of Education and the heads of the Federal science agencies, shall appoint the members of the Panel. Members must be qualified to provide advice and information on STEM education research, development, training, implementation, interventions, professional development or workforce needs or concerns. Members should primarily be individuals from academic institutions, nonprofit organizations, and industry, including in-school, out-of-school, and informal education practitioners.

Federal employee members will be designated as Regular Government Employees (RGEs). Individuals outside the Federal Government will be designated as Special Government Employees (SGEs). The members will provide the Panel with their own best independent judgment based on their individual expertise.

5. **Other Balance Factors:** To the extent practicable, other factors considered are:
   - Qualified individuals reflecting small, medium, and large organizations, as well as public and private organizations.
   - Qualified individuals reflecting groups that are underrepresented in STEM, such as ethnic minorities, women, and individuals with disabilities.
   - Qualified individuals reflecting a range of ages.
   - Qualified individuals reflecting different geographical areas.

6. **Candidate Identification Process:** In selecting individuals to appoint, the Director of the National Science Foundation shall seek the advice of the Secretary of Education and the heads of the Federal science agencies. In addition, the Director will give consideration to recommendations from Congress, industry, the scientific community, including the National Academy of Sciences, scientific professional societies, academia, State and local governments, organizations representing individuals identified in section 33 or section 34 of the Science and Engineering Equal Opportunities Act (42 U.S.C 1885a, 1885b), and such other organizations as the Director considers appropriate. An annual solicitation call will be made in the Federal Register for membership to the Panel as part of the NSF annual call for scientific and technical advisory committee members. Members serve on the panel for up to a three-year term.

7. **Subcommittee Balance:** The process used to determine advisory committee member balance for the Panel will be used for subcommittees, working groups, and task groups that may be created.

8. **Other:** There are currently no other known factors affecting the balance of the Panel.
9. Date Prepared/Updated:
This Membership Balance Plan was prepared on 9/18/2017.

William J. Lewis
Acting Assistant Director
Directorate for Education and Human Resources