

PC4A Biweekly Meeting
June 4, 2025 at 3:00 PM
Agenda

Previous Meeting Actions

1. Approval of minutes from May 7, 2025 meeting.

Announcements/Updates

1. Invoice Reminders

- a. Partners are reminded to please submit invoices by June 10, 2025. All documentation should be included in one PDF.

2. NCE and Future Activities Updates

- a. Although we have not yet received the official NCE paperwork, we were explicitly instructed by DoD STEM team to focus our future activities on finalizing transfer agreements between IUP as well as other schools and all CC partners.

3. Website Updates

- a. The new "[Previous Activities](#)" page of the website is now live, and partners are encouraged to review the page for corrections/missing information.
- b. All known [upcoming events](#) are published. Partners are asked to send any additional events to the PM as soon as possible.
- c. The new "Voices of PC4A" page should go live by the end of the week.

4. Quarter Two Newsletter

- a. The Quarter Two newsletter will be published by the end of the week and will be distributed to the PC4A mailing list as well as advertised on social media. Partners are asked to share the newsletter with their administration, colleagues, and other contacts.

5. Upcoming Quarterly Report

- a. Report templates will be sent to partners soon and will be due to the PM by **no later than 8:00AM on Monday, July 14, 2025**. Partners are reminded to include as much detail and documentation as possible.

6. PC4A 3rd Annual Partner Conference

- a. To best utilize remaining funds, the 3rd Annual Partner Conference will be held virtually and is tentatively scheduled for **9:00PM – 3:00PM on Monday, August 4, 2025**. Partners will be asked to share their availability.

7. Next Partner Meeting

- a. The next partner meeting will be held tentatively on **Wednesday, July 2, 2025 at 3:00PM**. Partners will be asked to share their availability.

8. PC4A Partner Updates