



InnovATE Partners and  
Program Advisory Committee (PAC) Meetings  
**Theme: Report, plan, and build internal capacity**  
Kellogg Hotel and Conference Center, Tuskegee University  
Tuskegee, AL  
February 25-27, 2014

**Meeting Focus**

- Empowering the innovATE partners
- Establishing the PAC
- Priority setting and intellectual leadership

**February 25, 2014**

AM to Early PM: Travel to Tuskegee, AL

Check in, set up, and Campus tour for early arrivals

**5:00PM – 6:30 PM**

**Meeting Room B**

InnovATE & Tuskegee University Networking Meeting

**7:00 PM**

PAC Dinner at Dorothy's restaurant in the Kellogg Hotel and Conference Center

- Initial PAC orientation
- Presentation of PAC material

**February 26, 2014**

**7:30 AM**

Breakfast in Meeting Room A at the Kellogg Hotel and Conference Center

**8:30 AM-9:00 AM**

**Meeting Room B**

**Introductions**

- Welcome and Introductions – Consortium partners, PAC members (led by Ntam Baharanyi) (5 minutes)
- Presentation and Discussion: *Empowering innovATE : The goals for this meeting* (led by Tom Hammett) (10 minutes)

- Presentation and Discussion: USAID, InnovATE and other BFS related programs (led by Clara Cohen) (15 minutes)

**9:00 AM-10:15 AM**

**Meeting Room B**

**Title:** Operationalizing the FY2014 work plan to align with core functions and goals for innovate 2014: Part 1

**Facilitator:** Kurt Richter

**Session Goal:** Create a detailed list of activities and a time line that will meet innovATE's FY14 goals

- Which activities are priorities?
- Is the work plan timeline accurate?
  
- Break out talking points:
  - Strategies for priority setting
  - What are the operational "choke points"

**10:15 AM – 10:30 AM – AM Break**

**10:30 AM – 11:30 AM**

**Meeting Room B**

**Title:** Operationalizing the FY2014 work plan to align with core functions and goals for innovATE 2014: Part 2

**Facilitator:** Sandra Russo

**Session Goal:** Evaluate FY 14 activities in terms of:

- Do assignments need to change?
- Are the resource allocated correctly?

**11:30 AM – 12:00 PM**

**Meeting Room B**

**Report Back: Participants report back on previous session findings**

**Facilitator:** Tom Hammett

**Desired session outcome:** Clarified planning, implementation, thought development

**12:00-1:00 PM - light lunch at Meeting Room B**

**1:00-1:50 PM**

**Meeting Room B**

**Title:** Balancing mining lessons learned and creating new knowledge

**Facilitator:** Tom Gill

**Session Goal:** Clarified planning, implementation, thought development

- Tool Review
  - Revisit Innovate Assessment Tools
  - Is there a role for an RFA?
    - What will the RFA request?

- What will the RFA reward?
- Utilization of the PAC

**2:00 –3:00 PM**

**Henderson Hall**

Campus-wide Seminar, Topic: USAID and the Feed the Future Programs

By Clara Cohen, Senior Science Policy Adviser, USAID/BFS, TU faculty and students encouraged to attend

**3:00 – 3:15 PM** Coffee Break

**3:15-4:30 PM**

**Meeting Room B**

**Title: Communications and Knowledge Sharing for the Stakeholder Communities**

**Facilitator:** Donna Westfall-Rudd

**Session Goal:** Solicit ways to expand innovATE’s communications with innovATE stakeholders

**Desired Session Outcome:** Better understand how we can use the Community of Practice and innovATE’s communications strategies

- Presentation of innovATE stakeholder communications tools: An Introduction to the Community of Practice, Donna Westfall-Rudd
- Discussion on innovATE-USAID mission communications, Clara Cohen
  - Break-out talking points:
    - How can we actively solicit mission engagement/interest?
    - How is the project doing in terms of cultivating mission and bureau interest and being responsive? What could be improved? How is the engagement with stakeholders going?
    - Ideas on how to use the CoP

**4:30-5:30 PM**

**Meeting Room B**

**Title: Defining intellectual leadership in AET**

**Session Goal:** Better understand the intellectual body of AET scholarship

- Presentation: *Defining the current landscape of AET intellectual leadership*, Rick Rudd
- Roundtable discussion

**6:00 PM** - Dinner meeting in Meeting Room A at the Kellogg Hotel and Conference Center

- After dinner presentation: “Tuskegee University CAENS International Programs and InnovATE” By Conrad Bonsi and Ntam Baharanyi, TU

## February 27, 2014

### 7:30 AM

Breakfast in Meeting Room A at the Kellogg Hotel and Conference Center

### 8:30-9:00 AM

#### Meeting Room B

Recap of previous day's discussion

### 9:00-10:15 AM

#### Meeting Room B

**Title: How can innovATE earn the title of AET Intellectual Leader**

**Facilitator:** Kurt Richter & Rick Rudd

**Session goal:** Gain PAC member's perspective on role of innovATE

- Solicit feedback from PAC

10:15 -10:30 AM – coffee break

### 10:30 AM -11:50PM

#### Meeting Room B

**Bringing the pieces together**

**Facilitator: Tom Hammett**

Discussion points:

- Operational Plan
- Communication Pathways
- Earning the title of Intellectual Leader

### 11:50 AM -12:00 PM

#### Meeting Room B

Closing comments – Clara Cohen and Tom Hammett

12:00 – 1:00 PM – light lunch at Dorothy's restaurant in the Kellogg Hotel and Conference Center

### 1:00 - 2:00 PM

#### Meeting Room B

Scoping Workshop

1. Engaging TU faculty in scopings
  - What is it?
  - Why the use of scoping methodology?
  - How is it conducted?
  - Selected tools and examples
  - Expected contribution from each scoping trip participant

