



EDUCATE COMMITTEE CHARTER

Last Updated: 10/28/2025

Goal 1: FLC delivers comprehensive education for Federal technology transfer.

Objectives:

Objective 1: *Increase content to satisfy the various T2 Career Pathways*

Objective 2: *Increase awareness of educational offerings to FLC stakeholders*

Objective 3: *Elevate the prestige of the T2 profession*

Committee Chair: Jeff DiTullio, DoD	Subcommittees: Professional Development: Andy Myers, DOE Program: Kathleen McDonald, DOE	Subcommittee Members <ul style="list-style-type: none">• Jeff DiTullio, DoD• Dick Paul, NAC• Lydia Hierl, NSA• Pete Tseronis, Dots and Bridges• David McFeeters-Krone, MEP• Whitney Hastings, DOE• Monica Martinez, DOE• Kent Hibben, DOE• Annie Bullock-Yoder, DoD• David Lee, DoD• David Kistin, DOE• Dan Loague, DC ArchAngels• John Kaplan, VA• Parikha Mehta, USPTO
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Educate Operational Plan

Goal #1: *FLC delivers comprehensive education for Federal technology transfer.*

Objective 1: Increase content to satisfy the various T2 Career Pathways

**Activities/
Tactics**

**FLC Staff
Responsibility**

**Others Responsible
(EB, Committees,
Subcommittees, Other
Stakeholders)**

**Fiscal
Resources**

Timeline

**New Equipment &
Infrastructure**

**Measures of
Success/
Indicators of
Achievement**

Strategy #1: Conduct Needs Assessment to research what members would like to see on courses.

Complete

Needs Assessment Survey of membership for:

- Type of courses that fall under each Career Pathway
- What are the "hot button" topics that they would like to see in courses/webinars
- What needs are/are not being met

- Educate staff will coordinate with Promote Focus Groups
- Pivot from RC questions
- Educate staff will work with Committee to design survey

Promote conducting focus groups will inform process

Staff Labor

Q2 2025 Complete report and analysis Completed

None

Identify at least 1 new course area

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Strategy #2: Develop consistent structure and design for all courses (objectives, modules, outcomes) Complete						
Curriculum guides will be established for in-person training and aligned to paired online course	PD Director will oversee Path LMS vendor in the development of curriculum guides.	<ul style="list-style-type: none">• Receive input from SME's• PD Subcommittee to provide feedback on curriculum guides	<ul style="list-style-type: none">• SME stipend• Staff Labor	Q1 2025 Curricula available for National Meeting Q4 2025 All content	None	90% satisfaction on Training Day materials survey question from the National Meeting Survey
Create a template so all courses will have learning goals and objectives included in the initial course description	PD Director will develop a template that is consistent across courses	<ul style="list-style-type: none">• PD Subcommittee to approve template	<ul style="list-style-type: none">• Staff Labor• Contract support	Q1 2025 Completed	None	95% of courses currently on the LMS will use the same template
Course content will contain similar activities (case study, PowerPoint, resources)	PD Director will work with SME's to include activities into courses	<ul style="list-style-type: none">• PD Subcommittee to offer suggestions of other content to be included	<ul style="list-style-type: none">• Staff Labor• SME Stipend	Q2 2025 Completed	None	95% of courses currently on the LMS will include agreed upon content

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<i>Strategy #3: Develop courses from novice to expert in each Pathway</i> Complete						
Develop additional on demand courses in LMS based on current gap analysis	<ul style="list-style-type: none"> Secure SME's for courses Align content from previous course learning objectives 	<ul style="list-style-type: none"> SME input and development of content PD Subcommittee to review and provide feedback 	<ul style="list-style-type: none"> SME Stipend Staff Labor 	Plan Completed; Ongoing implementation	None	LMS course downloads and number of users quarterly
Based on new survey complete additional courses to fill gaps	<ul style="list-style-type: none"> Oversee work from Path LMS on all curriculum 	<ul style="list-style-type: none"> PD Subcommittee to review and provide feedback 	<ul style="list-style-type: none"> SME stipend Staff Labor Path LMS fee 	Plan Completed; Ongoing implementation	None	LMS course downloads and number of users quarterly
Beta test SME-based online courses	PD Director to work with Path LMS to provide courses	PD Subcommittee and other volunteers to test course and provide feedback	<ul style="list-style-type: none"> Staff Labor SME stipend 	Plan Completed; Ongoing implementation	None	LMS course downloads and number of users quarterly

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<i>Strategy #4: Engage membership to establish a list of SME's to develop content</i> Complete						
Recruit SME's through Executive Board, Agency reps, and PD Subcommittee	Educate Pillar will share list of courses/webinars in need of SME's to all committees	Provide suggestions of SME's who are able to help	SME stipend	Plan complete; Ongoing Implementation	None	90% of courses have SME's identified and committed to course development
Survey membership for interest in working as a SME	Create survey that gives members information on how to become a SME	PD Subcommittee to review and provide feedback of survey questions	Staff Labor Survey Vendor fee	Q3 2025 Completed	Survey Vendor	100 completed survey responses
Update member profiles	Launch email campaign to encourage members to update profile with new area of expertise section	Email campaign for all stakeholders to complete	Staff Labor	Q3 2025 Completed	None	35% of member profiles are updated in first email campaign

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<i>Strategy #5: Identify optimal course delivery platform for each offering (digital option only, webinar, in-person)</i> Complete						
Evaluate user experience with content delivery: In-person, on demand, webinar	Staff will develop and implement satisfaction surveys		Staff labor	Q1 2025 Update surveys Q4 2025 evaluate responses Completed	New webinar provider and training – dual broadcasting with LinkedIn	85% satisfaction for each mechanism
Utilize new curriculum guides and delivery of in-person training courses	PD Associate to create additional survey questions regarding curriculum guides, and again in 6 months to inquire if content has been used in their career	PD Subcommittee to review curriculum guides and survey questions	<ul style="list-style-type: none">• Staff Labor• Survey Vendor	Q3 2025 Completed	Survey Vendor fee	85% satisfaction on Training Day materials survey question on the National Meeting Survey, as well as have used the materials in their career
Offer courses and session content at National Meeting based on user demand	Educate Staff	PD Subcommittee, Planning Subcommittee	National Meeting Budget	National Meeting in Q3 (Ongoing)		85% satisfaction on NM

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Strategy #6: Create a stackable education map for navigation purposes

Complete

Redesign LMS navigation tool for quick direction to Pathways. Example: All CRADA courses housed on the CRADA tab	<ul style="list-style-type: none">• PD Director to utilize functions for an interactive navigation tool on homepage.• Marketing to launch email campaign on use of new tool	PD Subcommittee to review usability. Encourage other committees to review navigation tool	<ul style="list-style-type: none">• Staff Labor• LMS fees	Q2 2025 Completed	None	Number of users and course downloads by FY and quarterly – increasing YOY
Feature new content on the home page of the LMS	<ul style="list-style-type: none">• PD Director to create template to easily feature new content• Marketing to review tool		<ul style="list-style-type: none">• Staff Labor	Plan Completed; Ongoing implementation	None	30% of users visit the featured content

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Activities/ Tactics	FLC Staff Responsibility	Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)	Fiscal Resources	Timeline	New Equipment & Infrastructure	Measures of Success/ Indicators of Achievement
Strategy #1: Develop a strategy for promoting new courses in the LMS Complete						
Improve LMS to highlight new content	<ul style="list-style-type: none">• PD Director to create template to easily feature new content• Marketing to review tool		<ul style="list-style-type: none">• Staff Labor	Q2 2025 Completed	None	Completed

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<i>Strategy #2: Develop a strategy for promoting the LMS and its capabilities to increase use and adoption</i> Complete						
Work with Promote Committee on a campaign to increase usage	<ul style="list-style-type: none">• PD Director to create template to easily feature new content• Marketing to review tool	Promote	<ul style="list-style-type: none">• Staff Labor	Q3 2025 Completed	None	20% increase in usage
Improve communication material for use at events and other functions	<ul style="list-style-type: none">• PD Director to work with Facilitate to identify opportunities to work together at events• Work with Designer on LMS flyers	Promote and Facilitate	<ul style="list-style-type: none">• Staff Labor• Design fees	Q3 2025 Completed	Canva	20% increase in LMS usage

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<i>Strategy #3: Develop a marketing plan to reach new ORTAs with onboarding courses and other LMS information</i> Complete						
In coordination with Strategy #2, develop targeted strategy for ORTAs	PD Director to organize a focus group on needs of ORTA's	EB, committees, and subcommittees to suggest focus group participants	• Staff Labor	Plan Completed; Ongoing implementation	None	20% increase in usage
FLC Mentorship Program	Educate staff	Mentors	Staff Labor	Plan Completed; Ongoing implementation Q1 Complete Cohort 2 Q3 Launch Cohort 3	None	At least 5 mentor mentee pairs in program

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Strategy #4: Attend agency rep meetings to gather information and recommendations directly from members.

Complete

Compile gaps in courses, popular courses, Needs Assessment, and gap analysis to report what SME's are needed from agencies

Educate Pillar to compile report for the Educate Chair to present to agency reps

• Staff Labor

Plan Completed;
Ongoing
implementation

None

Completion of task –
Educate focus at an
Agency Rep Meeting

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Strategy #5: Develop learning content for National Security Meeting.

In Progress

Develop content and manage speaker process for new meeting with national security focus.	<ul style="list-style-type: none">Secure meeting spaceSpeaker management	<ul style="list-style-type: none">SME input and development of contentNSM committee to review and provide feedback	<ul style="list-style-type: none">Staff LaborPlatform for meetingMeeting site, food and beverage	Q1 Secure space Q2 Call for content Q1 2027 Meeting	Cadmium portal for proposals, speaker management, and website.	<ul style="list-style-type: none">Meeting under \$250,000 budget300 attendees
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Objective 3: Elevate the prestige of the T2 profession

Activities/ Tactics	FLC Staff Responsibility	Others Responsible (EB, Committees, Subcommittees, Other Stakeholders)	Fiscal Resources	Timeline	New Equipment & Infrastructure	Measures of Success/ Indicators of Achievement
<i>Strategy #1: Collaborate with all agencies (via IAWGTT or L2M) to define requirements of T2 professionals</i> Complete						
Attend relevant member events to work with them to identify agency-related T2 requirements	<ul style="list-style-type: none">• PD Director to work with agencies and attend relevant events	Educate Chair to collaborate with director to document requirements <ul style="list-style-type: none">• NIST for IAWGTT/L2M (TBD)• DOD PDWG• TTWG• NIH	<ul style="list-style-type: none">• Staff Labor	Plan Completed; Ongoing implementation		Compilation of resources to improve LMS content

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Strategy #2: <i>Develop a micro-credentialing program from novice to expert in each pathway</i> In Progress						
Beta Test T2 for Beginners micro-credential	<ul style="list-style-type: none">• PD Director to recruit, coach, survey members, and report results• Include SME's for instructor questions	PD Subcommittee to participate, review, and provide feedback	<ul style="list-style-type: none">• Staff Labor• SME stipend	Plan Completed; Ongoing implementation	None	80% positive feedback on course content
Utilize results of beta test to improve micro-credentials, Career Pathways, navigation tools, activities, and curriculum guides	<ul style="list-style-type: none">• PD Director to identify the activities for micro-credential adoption	PD Subcommittee to participate, review, and provide feedback	Staff Labor	Q3 2025	None	90% positive feedback after modifications
User micro-credential generated by the LMS	<ul style="list-style-type: none">• Staff		Staff labor	Q3 system generated micro-credentials begin to issue	Platform implementation in BlueSky	Number of micro-credentials issues

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<i>Strategy #3: Continue evaluation of potential for a certification program for T2 professionals, including working to establish an OPM T2 job series.</i> Complete						
Attend relevant member events to work with them to identify certification needs	PD Director to work with agencies and recruit focus groups	Educate Chair to collaborate with director to document requirements	• Staff Labor	Plan Completed; Ongoing implementation		Attend 3 events
Research certification requirements and other T2 programs	Educate Pillar to reach out to agencies and research other programs	PD Subcommittee to provide input	• Staff Labor	Complete		Look at 4 other programs

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<i>Strategy #4: Establish structured program to verify and recognize qualified T2 professionals through a formal designation.</i> In Progress						
Research verification requirements and other T2 programs	Educate Pillar to research other programs and develop qualifications and competencies.	PD Subcommittee to provide input	• Staff Labor	Q4 2025		Look at 4 other programs
Implement verification requirements and offer designation to T2 professionals	Educate Pillar to launch PRO© website, application, and review process.	PD Subcommittee to provide input	• Staff Labor	Q4 2026		Identify 10 verified practitioners to offer designation based upon expertise. Form review committee.