

TSEC Project Management

The Tennessee STEM Education Center (TSEC) is a research and outreach center at MTSU. TSEC aims at improving K-12 STEM education both locally and nationally. In an effort to alleviate some of the challenges grant PIs face, TSEC is happy to offer the following research project management services.



Aspen Malone
Research Project Manager













POST-AWARD Services Offered

- Perform task management services via project management software
- Coordinate, schedule, and lead meetings
- Regulate file organization
- Maintain databases and data storage
- Purchase research and participant materials
- Coordinate all conference, event, and travel logistics
- Communicate with participants, ORSP, partner sites, districts, advisory boards, evaluators, etc
- Design logos, website pages, promotional flyers, etc
- Submit IRB modifications
- Develop timelines and track milestones
- Train and supervise TSEC student workers for appropriate project-related tasks
- Provide any additional support as needed

Supported Projects Post-Award

-  **ACT-STEM:** Advancing the Culture of Teaching in STEM
 - *Sarah Bleiler-Baxter, Grant Gardner, Greg Rushton*
 - \$1.3 million, 2024-2029
-  **AgXplore:** Professional Development Institute for Middle School Agriculture Teachers
 - *Kevin Ragland, Chaney Mosley*
 - \$500,000, 2023-2026
-  **CAREER:** Supporting Model Based Inference as an Integrated Effort Between Mathematics and Science
 - *Ryan Seth Jones*
 - \$700,000, 2020-2025
-  **LEADS:** Leaders in Education Advancing Data Science
 - *Greg Rushton, Keith Gamble, Ryan Seth Jones, Kevin Krahenbuhl, Kate Miller*
 - \$3 million, 2024-2029
-  **PROPS for DBER:** Preparation and Refinement of Postdocs in STEM for Disciplinary-Based Education Research
 - *Grant Gardner, Elizabeth Barnes, Sarah Bleiler-Baxter, Jennifer Kaplan, Greg Rushton*
 - \$1.25 million, 2023-2026
-  **NEXTGEN**eration Inclusion Consortium Building Food, Agriculture, Natural Resources, and Human Sciences Pipeline (FANHP) Scholars
 - *Chaney Mosley, Kevin Ragland*
 - \$5 million, 2023-2028

Additional Resources

-  Microsoft Applications
-  Google Applications
-  LinkedIn
-  Instagram
-  X
-  Websites
-  Fathom
-  Monday.com
-  ChatGPT
-  Canva Pro
-  Zoom
-  Otter.ai

PI Testimonial

As the project coordinator for the ACT-STEM project, Aspen has been invaluable in ensuring the success of our team. She continuously assesses the effectiveness of our meeting structures, ensuring they are optimized for productivity. Aspen keeps our team accountable and focused, which is especially important given the multiple demands faced by academics. Her optimism and calm presence create a positive atmosphere in every session, and I can always rely on her to handle any logistical challenges with professionalism and efficiency. Our project would not be nearly as productive or enjoyable without her expertise and presence.

Dr. Sarah Bleiler-Baxter

Associate Dean for Faculty Affairs,
College of Basic and Applied
Sciences