Guide meeting September 6th
3:15-5pm Draper & Maynard room 204

- Future meetings will be held in Frost Commons

**Attendance:** Adam, Eliot, Kate H, Cathie, Bob, Laura, Chris D, Barbara, Chris C, Annette, Matt, Denise, Christina L, Nick

- **Discussion/vote: Asking for a 6 credit release time Spring 2017**
  - SUMMARY: Much discussion concerning the amount of work we are all doing in support of the cluster initiative. We are doing more than 1 course release worth of work. In addition, our time and our minds are completely scattered and overwhelmed as we all try to work on all aspects of the cluster initiative at once. Because we have been told that it is unlikely that we can get more than 1 course release and because several people indicated that they would be unable to take more than 1 course release because of the teaching needs in their programs, we discussed other ways that we might structure the work to reduce the feeling of being scattered. Currently, the guides in each cluster are repeating much of the work of the guides in other clusters. For example, we are all having to figure out how to support external partnerships. This redundancy feels like a waste of time, energy, and expertise. As a result, we began to explore the idea of creating cross-cluster groups to work on specific task areas. See bullet 3 below.

- **Success Measures & benchmarks**
  - Tabled to next meeting

- **Create specific groups to work on task areas**
  - Guides discussed concerns for the present ICG structure considering timeframes, varied responsibilities, and duplication of work among guides. The idea is to move Guides into cross-cluster groups focused on the task areas below. Guides will still be the point person for their cluster but will not be responsible for fostering all aspects of their cluster's development. Instead, each group will focus on a specific aspect of cluster development across all of the clusters. Matt Kizer will determine a way for us to sign up for the task area that we are most interested in working on.
    - FYS/Gen Ed (group has already been meeting)
      - § Nick, Annette, Cathie, Eliot
    - Curriculum (supporting programs considering curricular change)
    - Projects: Delegates for level 2 Project reviews (DONE)--there is additional support of projects that needs attention. For example, fostering the connections that have been identified as possibilities for project development.
      - § drop from 7 to 3 reps
Marketing/promotion (making sure the messages that are sent out regarding the cluster initiative actually matches the work and understanding of the guides)

External partners (delegate from Center for Community and Business Partnerships)--we think this should be taken off the task list for the cluster guides and moved to Ben Amsden's group

Student and Staff Engagement (delegate from Student Success)--fostering student and staff involvement in the development of what the cluster initiative is all about. For example, developing student focus groups to look at mission statements.

- Concept of cluster "home" and how and if Guides define that
  - Tabled to next meeting

- Ross' latest email with slate of monthly meetings
  - Guides will review suggestions but Guide discussions are priority at meetings

Ross/ Deans answered questions posed:

§ What is the practice for Guide replacements? Perhaps this is an opportunity for the Guides to collectively offer suggestions and alternatives.

§ Ross will Chair the Search Committee for the additional position to assist ICGs and guide will be a part of this search.

Addendum

- UPDATE from FYS meeting
- Justice & Security movements of participants