Cluster Day Agenda: Arts and Technologies

Plymouth State University
Arts & Technologies Integrated Cluster

Cluster Day  Monday, August 28, 2017

9:00am-Silver Center

10:00am-3:00pm Newfound Room, Prospect Hall

Ann, Annette, Jason, Matt, Shen

**Purpose**: To develop an Arts & Technologies Integrated Cluster organized plan with an action list for the year 2017/2018.

**Tangible Outcomes**: Agenda and timeline for the AY2017/18

- Helpful List of Information
- Temporary Administrative Structure (for the cluster)
- Identified Working/Task Groups

**Participants**: 60 (approximately)

**Meeting Design includes**: Check-in(s), Appreciative Inquiry, Active Idea Share, Systems Audit Perspective, and Solutions Matrix (adapted)

**Greeting/Welcome** 10 minutes (MK and JS)

Introductions
State Purpose and Goals (Tangible Outcomes)
Overview of Agenda
Check-in

**Partner Interviews** *(done by a pair of people)*  25 minutes (ZS & AH)

The purpose of this activity is for all the pairs of colleagues to share a story related to the provided prompt (see below). We then return to our original tables and each pair shares one thing about the story to the whole group.

**Prompt**: Please share a story about a time when you feel you were successfully innovative here at PSU.
**Instructions:** People pair up and each person spends 5 minutes sharing her story *with another colleague*. After 10 minutes, each person individually *reflects* upon the following questions for 5 minutes:

1. What did you find most compelling about your partner’s experience?
2. *Were* there any common themes in the stories?
3. What is one takeaway that you might share with the larger group at the table about your interview experience?

After this individual reflection, return to the larger group at your table and each pair shares a takeaway from the experience.

**Break** (If needed)

**Active Idea Share** 45 minutes (MK and JS)

In this exercise, each person has a large post-it poster and we ask you to draw four quadrants and number them accordingly. Everyone should number them the same (see our sample).

1. What drew you to work in higher education?
2. From your personal perspective, why is cross-discipline work important today?
3. How can we best support collaboration between diverse stakeholders?
4. What should we accomplish with the Arts & Technologies Integrated Cluster?

To facilitate this exercise, follow this procedure:

-Pair up and write down your partner’s response to question 1 in the #1 quadrant, then switch.

Do this for each question. Time for each question is 2 minutes. Change partners for each question. This should take about 10 minutes.

-Next, as a large group, count off by 4. Then, with your group (1s, 2s, etc.) walk around the room and read the question assigned (Group 1, read question 1, and so forth) and take notes. Then discuss together, as a group, themes that you find for your question. Document themes on post-it boards, and share your findings with your group. Note that, before groups get going, decide on group roles (*discussion leader and time keeper, recorder, data manager, and reporter*). Use hand out for describing each role

This will take about 30 minutes.

**LUNCH** 12:00-1:00pm

**Check-in** 1:00pm-1:10pm
**Systems Audit (Perspective)** 40 min. (ZS, AM, AH)

Prepare audit board ahead of time.

List Disciplines in top of table-need list

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**Agenda-Timeline:**
What do you want to see completed during AY2017/18? How would you prioritize these items?

**Information Log**
What do you think is important to do for the A&T cluster this year?

**Transition Structure**
What things/tasks/ideas are important for us to remember as we develop a transition structure for the A&T cluster?

**Identify Work Groups**
What kinds of work groups do we need to have to do the work we face this year?
Other

What are we forgetting? What other things would you like to see the A&T cluster do this year?

Instructions: With the board already on the wall after lunch break ends, sitting in discipline “like” groups (in your disciplines), individually decide how you would answer the questions. Working as a group agree upon the best answers for each, then make notes on the wall work sheet.

Then reflect on the entire system board. Write on post-it notes something that you think is important to make a connection and remember to sign your name. After 5 minutes, groups can go back up and take post-it notes to use to make an action list for future connection/follow-up.

Using the Systems Audit Sense Making handout (you will receive this at the workshop), individuals should respond to the three prompts for their future follow-up.

As a large group, ask:

What did you learn from this activity? What might be some follow-up actions?

BREAK

CULMINATION

Solutions Matrix (adapted) 5 minutes (MK and JS)

Divide into working groups based on themes developed in Active Idea Share. Identify working groups, decide on meeting times, create next steps.