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Arts & Technologies Cluster Meeting Minutes, 12.20.2017

Plymouth State University

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Wednesday December 20, 2017
Frost House 3:30-4:30pm
Scribe: Annette Holba


Ann opened the meeting. Thanked everyone for their email feedback. Today we are discussing and getting feedback on the two models we sent out for consideration. January, hold listening sessions. Late January, vote on preliminary model. Clarification on the policies we are developing (that we took from TESD)-we have no voting guidelines yet, no policies are yet in place. Have to work out voting guideline in January.

Ann covered our guiding principles with the PP slides for furthering our leadership model.

From last meeting: we brainstormed membership question about what it means to be a cluster. We developed a Cluster Purpose Slide.

In PP, we have a cluster composition slide. Then we went through cluster composition slides showing current edits that provide more information about each discipline.

Then we reviewed leadership models #1 and #2 – Ann led discussion by summarizing each model from the powerpoint slides in the share drive.

Questions for ANN:
1. For model 1, is it the understanding that officers would come from the council?  
   RESPONSE: Yes – which means the only people able to be an officer would come from the council. Matt clarified different ways of doing this like a Board of Trustees….etc.
2. ZhiZhang- QUESTION ABOUT Budget, In model 2. What control will there be from each discipline related to budget?
   RESPONSE: We have not teased out all of the operational details.
3. Liz’s question: There are two meanings in our cluster about what a program means.
4. Ann: This differs in finance. – Liz indicated we need to determine as an institution what a program means. But we have no control over this.
5. Phil, How did we arrive at these division in our cluster composition. Matt explained that MTD do not share any curriculum. They are distinct disciplines.
   Discussion continued – we should start defining our composition as programs/majors rather than departments/disciplines. The question is if MTD are separate majors than Art should be divided by major as well.
6. ZhiZhang had question about budget. Does the TLT have an extra budget …? Ann explained zero sum budget model but just a rumor. TLT perspective is that the way budget is allocated will not change.
9. ZhiZhang second question: CS has three programs, it does not make sense for each program to send a rep.

10. Liz: representation is only one of her concerns. She wants everything to be aligned. If we cannot agree on the basic measurements of how they assess programs, we might build in misalignment as we build cluster curriculum.

11. Ann responds, however we define disciplinary/program representation or do we want a committee based collaborative structure-more people with decision making.

12. Cathie, one of the reasons about concerns of a model is to know everything about each discipline and program. Should this be a job or role for someone in cluster?

13. John-reminds us why Don wanted to break down departments-because we don’t know about each other discipline….one of these models may do that more than the other.

14. Abbey-the second model, 15 positions, need joiners; do we feel like committee work is really functional. The original option looks like what we are used to and people have issues with that….question is, do we do better with committee work or do we fall back on what we know.

15. Nick: Communication is one of the biggest issues.

16. John – returns to the question: what does dissolving departments achieve?

17. Matt responds: we need a policy for accountability-can live with either of these models provided we got that thinking in place that keeps us in constant conversation.

18. Ann: There have to be regular cluster meetings. It might be we will have meetings once a month or twice a semester to get together and talk about ideas: like Mixers.

19. ZhiZhang – If you want a few people who knows everything about all disciplines/programs. But if you want 12-15 people lots of stuff, that is difficult. But if you have a couple of people who are not strong people who do not know everything, it is easier for them to talk as a team. This actually didn’t work out.

20. Ann: The people first in the new position, they are creating these jobs- and should have more release time. Cathie said if we went with this model we would not have problems with representation (in model 1)? Once more people know more about disciplines, we can eliminate a layer.

21. Phil, what is the concern of those disciplines if they have no representation. What do people not get?

22. Liz: PT&E should be part of the bylaws-people might feel they lose curricular control and PTE control or confidence.

23. Sarah: when we think about representation, we all have our voices, but we cannot rely on others voicing for us if we are not represented in the meeting. But we need faith in other individuals and trust them. Liz indicated it might just be that one person may not have the ability to notice issues related to other disciplines.

24. Jonathan – but having a representative model will assure that someone will always be there who has the experience to learn about other disciplines.

25. Ann reminded we still have chairs next year, to balance the pilot. We will have a transitional model.

26. Jonathan: what kind of release time are we thinking about? Discussion about different kinds of release time. Ann thinks we should allocate higher release time in the beginning but that would change as time goes on.

27. Matt: Just thinking about the TLs we have in Silver – we have to help them to understand all of this as well. Are TLs going to vote?
28. Phil: What happens when there are expertise in a discipline that we still need. Maybe we need separation between “church & state” the disciplines being the state, and the churches – who might be a person that students can go to for information, or leadership within disciplines.

29. Abby: We need to take the expertise piece seriously.

30. Matt: A religion we respect enough to accommodate, even when there are quirky requests, so “church and state” analogy works well here.

31. Ann: It’s 4:35 pm, what are our next steps?

32. Cathie: I would try either of the models, but we need to go with something.

33. Nick: Many proposed models from other Clusters have been disapproved by Administration, and the second model seems to be more outside-the-box, and therefore may be more favorable for approval.

34. Jason: We need to have a system in place that once we launch, we have a way to assess it, and understand what works and what doesn’t work. We should include this assessment piece in our proposal.

35. Liz: How is our model in the Spring going to be an accurate pilot if Chairs will still be active in the Spring?

36. Jason: We may actually learn by running simultaneous leadership structures? What info can we gain from that during our transition?

37. Cathie: We could go with whatever pilot model we choose, but if it fails we can fall back on the Chairs in the Spring, which will help us understand what decisions need to be made for the Cluster model.

38. Ann: How about we have a pilot where the Chairs volunteer for the proposed roles?

39. Liz: That limits it to those who are already in release time.

40. Ann: We should come up with a way to do the Pilot in the Spring, or elect people and then give them Spring semester to get used to their roles then start officially in the Fall.

41. Zhizhang: What is the current timeline for Chairs going away?

42. Ann: President seems to want to push for faster transition, so he seems to be moving the timeline up as new initiatives come up.

43. Zhizhang: It’s tough to try this out in the Spring, because classes are scheduled within the first few weeks of Spring.

44. Ann: We have a few questions we need to answer. Do we need a majority, 2/3, or some other percentage vote to elect a model? What percentage do we need to pass the by-laws? Do we want people to be present to cast a vote, or can we do it electronically?

45. Nick: We should vote electronically.

46. Cathie: Only way electronic vote works, is if we’ve had an electronic discussion.

47. Jason: In agreement with Nick & Cathie, we should move away from Town Hall structure, and we should have a structured schedule to allow for important meetings/participation.

48. Matt: We must guarantee a time everyone can be present, or it will be a barrier.

49. Liz: I think we need 2/3 of the vote, rather than half, especially if we are voting electronically, because their will be a larger group voting.

50. Cathie: The only thing we need a town hall model for, is electing leadership.
51. Jason: I think the simplest would be a majority vote.
52. Ann: Plan for January is to come talk about models.
53. Nick: That meeting is for people outside of this group to gain this information. If no one comes in January, we should move forward with the vote.
54. Karolyn: We should send out another doodle-poll to see who is planning on coming. Ann will do this.
55. Liz: We should pick a date we want to vote for the pilot model and put it in the doodle poll we send out.
56. Everyone agreed that including a date, in the Doodle poll, we plan to hold a vote for the proposed Cluster model structure is a good idea, and might motivate people to come to the January information sessions to learn more about the models. Ann agreed to add a date to the poll.

Meeting adjourned at 4:55 pm.
Photos of Brainstorming

Admin Support:

- Admin Support
  - Comm. devices, webpage, IT support
  - Facilities ( deine page)
  - Tech needs:
  - Admin support overview:
  - Workload, reports, site visits, site visits

- CLT: elect roles?
- Comm. (2)
- Personnel (2)
- Curriculum: :
- A+I cluster: 

- I.C. Cluster:
- Project support:
- Hub?
- Alumni:
- CCB (2)
- Liaison (1)
Chair’s Duties:

- Parking
  - Admin Support Structure
  - Email Mary re. AA mtg
  - Define Roles
  - P+T
  - Accreditation

CCT - elect roles?

- Big picture - disc., interdisc., & cross culture
- Academic integrity
- Point of contact
- Internship coordination
- Study abroad
- Budget
- Problem solving
- Interpersonal issues
- Advocacy
- Facilities? (ER, Dim, Silver, Mem, Hyde?)
  i.e., labs, studios, audition
- Decision making?
CLT Elect Role:

Parking 6+  
- admin support students  
- email-MHC re: accredit  
- define role  
- R+T  
- accreditat?  

**CLT - elect role?**

Comm + Proj. dev (2)  
Personnel (2)  
Curriculum + Student Eng (1)  
A+T cluster - 1x/semester  
potluck dinner?  

Facilities? (ER, PDM, Silver, mem, Hydra?)  
i.e., labs, studios, audition

Combine C.C. + T.C.  
meeting bimonthly?”

Advocacy  
Coordinates w/disc. leaders  
Comm. w/fac, staff, students, patrons  
Resn. POC - Provost + deans  
Project PR  
Disc. materials  
Update A+T IC  
Disc. wrap-up

Combine C.C. + T.C.
CLT Structure and Disciplines:

- Big picture: disc, intradisc, across
- Academic Integrity
- Point of Contact
- Internship Coordinator
- Study abroad
- Budget
- Problem solving
- Interpersonal skills
- Advocacy
- Facilities? (e.g., labs, studios, auditoriums)
- Decision making?

Combining CC and or off

Combine course +

Disc Faculty
Discipline Family: