Arts & Technologies Cluster Meeting Minutes, 09.27.2017

Plymouth State University
Arts & Technologies Integrated Cluster

Meeting, Wednesday September 27, 2017

4:00-5:00pm Frost Commons (scribed by Annette Holba)

**Purpose:** To discuss relevant structural progress on leadership, technology, and curriculum.

**Tangible Outcomes:** Relevant updates/reports from committees and curriculum discussion/ideas.

2. Reports:
   a. Cluster Leadership Committee (Ann is chair)
      i. Talked about the volunteers for the leadership committee - we meet every other Wednesday 8:00am; have had two meetings so far to date. Developing graphics that describe our populations/numbers/programs etc.
      ii. Question about how much leeway we have with the current models being piloted. We believe there is flexibility in the model we develop. The roles are staff positions and most of the tasks are former chair responsibilities.
      iii. The question for us: When are we transitioning into a new leadership structure? We should decide our own or preferred timeline. We want your feedback – how soon should we transition? (President told us, the leadership has to be a team-based structure)
      iv. We should Matt’s visual on the composition of the cluster.
      v. We have a lot of staff that identifies with our cluster. Q: Have we talked about the role of staff in our discussions. We need further discussion on this especially as we collect this information.
      vi. We have a lot of affiliated people from across campus who are not associated with programs (like: MWM), how are we thinking about these roles? Visual representations of the relationships in our cluster, program, specialists, affiliated university departments, etc. we might develop a visual representation to help us see how they will play a role in our leadership structure.
      vii. Should the leadership model be limited to academic or why don’t we include staff from across campus – can’t we have a leadership model that is inclusive of all constituents across campus, not limited to academic.
      viii. How can we articulate clusters as an organizational unit needing management AS WELL AS a place for engaged learning/project engagement.
      ix. Is what we are trying to do to create a new academic leadership model or a bigger picture leadership model.
   b. FABLAB/Maker Space Phase I (Jason/ZhiZhang)
      i. Jason discussed fab/lab space and provided a handout summarizing the current discussions related to this space. Summary of the handout:
D&M planning needs AY18 – *Prepared by Cynthia Vascak*

Representation will include IT and physical plant: Rich Grossman, Jo-Ann Guilmett, Brett Kulakovich, and Paul Brochu

Address goals and purposes for the use of this space
1. Identify current curriculum/courses that will use this space as a resource
2. Identify upcoming curricular innovations that will connect with this space
3. Identify cross cluster uses and collaborations that this space will make available
4. Identify partner possibilities with applied projects

Address equipment needs in relation to curricular needs, cluster innovation needs, partners, and applied project facilitation
1. Exploring ideas for Design of open work areas and stations for maximum flexibility and optimization of space
2. Sharing visits to open labs during spring and summer
3. Core phase I equipment and technology
4. Core phase I furnishing
5. Addressing safety concerns

Address Funding opportunities
1. Potential Funding from partners or sponsors
2. Current Department and Cluster funds that can be allocated to the open lab
3. Academic Affairs/Physical Plant/Presidential funds
4. Preparing the proposal

4th Floor Planning – on hold until we have the timeframe confirmation with the PE Center

   c. Production Studio/Video Production (Matt/Annette)
      i. Discussed started up again. Once meetings start again more processes can be shared.
   d. Point-of-Contact person (Annette and Metty)

3. Follow-Up discussions from cluster day (Old Business)
4. Project Discussions – announced there is still funding for projects – anticipate projects will start coming in.
5. Curriculum Discussions – possible innovation in curriculum, shared interested, tool kit courses. Should we have a small group – subcommittee to explore ideas related to innovative curriculum? (combining two 2 credits courses into a four-credit course) This is two different conversations we need to have re: curriculum/cluster curriculum. We should have breakouts during our meetings to have these discussions.
6. Next Meeting: falls on a holiday. Should we move our October meeting to the third Wednesday? This also happens in November. Decision needed.
   a. The meeting conflict is November and December? Discussion about meeting dates/times. We will do a doodle poll about the best time to meet.