

# INDS, CMGT Meeting Notes

Meeting Date: Jan. 17, 2024

## INDS Department and CIDA Meeting

January 17, 2024

### 1. Weekly Meetings

- INDS & CIDA (set new time for the semester) **Fridays 8:30-10:00 a.m.**

### 2. Upcoming Events/Dates

- \* Internship Meetings Set Dates
- \* FAR
- \* Feb. Wednesdays from 8-9, Professional Practice CEUS
- \* Career Fair-Feb. 9<sup>th</sup>
- \* **Feb. 15th Design Center, Trade Center, Perkins+Will, Allsteel (lunch), AHG Products, Miller Knoll big bus reserved**
- \* CMGT Competition Feb. 17-19th
- \* Showcase Sat. Feb 17<sup>th</sup>
- \* IDEC National March 6<sup>th</sup> -9<sup>h</sup> New York.
- \* **Materials and Cabinetry class trip: Pebble Creek, Nacoma Millwork- 2 vans 2 dates March 19**
- \* **History fieldtrip: Zion Hill and Stern Hoya Museum, Pemberlys, The Fortney House- 2 Vans rotate groups March 26**
- \* Showcase Saturday March 23<sup>rd</sup>
- \* **AIA Portfolio Show-sprinter van-April**
- \* INDS Exposition-Senior Exhibit April 24<sup>th</sup>
- \* Convocation April 24th
- \* CIDA Visit- April 26-30<sup>th</sup>
- \* Senior Capstone Presentations April 29<sup>th</sup>-9-11:20 a.m.
- \* Graduation May 11<sup>th</sup>
- \* Readiness Assessment, May 17<sup>th</sup>

### 3. INDS Advisory Board

- Board officers elected- JL looking for new secretary
- Committees being formed
- Actively recruiting for members

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- Career Fair
- Chay to update on paperwork through iContracts

## 4. CMGT Job Listing

- Program Coordinator position has been approved.
- Second position has been approved.
- Interviews to begin Jan. 2024
- Working to get a position for management of materials, equipment, etc.

## 5. INDS Job Listing

- Tenure track-working
- Clinical Track-working
- Hybrid position - Joe
- Committee Members: JL, SAS, NW, SM

## 6. Department Needs

- Differential List:
  - 11x17 foam sheets
  - 24x36 foam core –2 packs 10
  - Tables
  - Tablecloths
  - Panels
  - 36" rolls – 2 boxes, 8 rolls
  - White sticky tabs? Colored sticky tabs
  - Highlighters
  - Rubber cement glue
  - SS pins for pinup
- Poster with upcoming dates for speakers/CEUs
- Student Field Trips
- Travel Needs
- Lighting Lab
  - VR headset licensing – NW&JL working on licensing
  - Joe to supply a computer or use CMGT laptops
  - INDS \$3,500 towards lighting cabinet, CMGT to cover rest- Do we have a millworker/electrician?

## 7. CIDA

- CIDA site visit – April 26-30<sup>th</sup>
- CIDA schedule – Gant chart created in Teams
- Payment forwarded to Carrie Stover
- Worksheets due Jan 31<sup>st</sup>
- Work Study began 10.5.23
  - Binder templates- Complete
  - Binder tabs- Complete

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- Binder Assembly- Complete
- Floor Plan for EDAN 121
- Work with Joe and Christina with PCOEAA - SPRING
  - Reach back out after projects have been listed and dropped into Teams.
  - Updated spreadsheet
  - PCOEAA to help with report and project links
- Alumni List of students contacted to take CIDA survey
  - Levi Wright
    - Amanda Burris
  - Lauren Henson
  - Edie Shannahan
  - Wendy Vargas
  - Sara-Katherine Posey
  - Jasmine Benton
  - Lauren Hutton
  - Julie Swinney
  - Destinee Houston
  - Corinn Crow
  - Victoria Bounds
  - Karla Salinas
  - Yeliz Smith
  - Andrea Rico
  - Naomi Simms
  - Bailey Sims
  - Andrea Gargon
  - Hannah Scott
  - OC Adams
  - Kendal Thomas
  - Bianca
  - Jessica Bryant
  - Hannah Burns
  - Sugei
  - Tanya
  - April
  - Hallie DeRivas
  - Machaela
  - Lauren Hutto
  - Matthew
  - Regina Lorch
  - Emily McMann
  - Carla
  - Crystal Perez
  - Morgan
  - Dee Taylor

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- Brooke Ward

Blurb for internship meeting

Blurb for CIDA