

# INDS, CMGT Meeting Notes

Meeting Date: March. 20, 2023

## 1. Upcoming Events

- March 22 11:30-1:00 - CEU on Acoustics room 108 They are providing lunch for students and professionals to get HWS credit – SAS to get headcount for lunches
- April 20 - Centennial Design Exhibition and Research Conference
- Set date for Convocation – offer extra credit or raffle for attendees.
- Review Readiness Assessment plans for May.
- Sept. 21, 2023 - ID CMGT Career Fair
- Sept. 22 - CMGT and ID joint Advisory Board (Friday 10-2)
- Homecoming Event
- Field Trips
  - Bayou Bend- Jennifer and Nathaniel to drive students- date T.B.D.
  - AIA Portfolio Show- Jennifer confirmed it will be in the Spring- Date T.B.D.
  - Junior Dallas Showroom and Design Center tour (Kitchen Source) Kitchen Source, WTC - date March 16, 21, or 23 (SAS and NW)

## 2. NeoCon 2023

- Schedule next interest meeting March 27, 3:00 p.m.
- When money is due April 10th
- Set up account?

## 3. S23 Student Competitions

- Tiny Home Competition
  - 2 Design student helpers: Carley Scott & Kristin Sprott
  - Develop program:
    - max. size 8x12, 8x16, 12x12, 12x16
    - kitchenette – sink mic un ref
    - bathroom – toilet, shower sink
    - bedroom loft or not
    - porch added to square footage
    - door 3' x 6'-8, barn, pocket
    - window 3x5
    - elevations interior with notes and dimensions
    - elevations exterior
    - dimensioned floor plan
    - Due end of March 31<sup>st</sup>
    - Come up with standards for submission
    - Submit electronically
- NEWH - STUDENT dscvr – DURKAN DESIGN COMPETITION
- ASID – May-June 2023
- Centennial Design Exhibition and Research Conference
  - April 10-21 Setup, April 20th 3-5 p.m. Awards Show
  - Outside voters- external board-

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- SAS to contacted Jamie, Laura Culpepper, Amy Stills, Josephine, Jessica DeWitt to judge on Tuesday April 18<sup>th</sup>.
  - Coordinate invites, article, e-blast with marketing-JL and Gina
  - Schedule photographer-JL scheduled
  - ASID sponsored- setup, hosting, programs, take down
  - Appetizers and drinks – Awards Show – Gina and Chay

## 4. INDS Advisory Board

- Crafting an email – SAS to help JL craft an email to begin building back the board.
- SAS to reach out to former members
- JL to fill out paperwork and contracts

## 5. CMGT Job Listing-

- Program Coordinator position has been approved.
- Second position has been approved.

## 6. INDS Job Listing-

- Interviews took place March 13 & 14 – 3 in total
- Team to meet to discussed our recommendations.
- Waiting on word from Dean to invite two candidates to campus
- Reference Checks underway.

## 7. Facilities

- Library
  - Schedule floor cleaning for after construction- Scheduled but has not occurred
  - Facilities is making 6 new shelves
- Maker's space
  - **Computers ordered – Jan. 20?**
  - Laser cutter is housed in Library maker's space currently
  - Makerbot - relocate one from Library maker's space?
- Equipment update
  - Faculty to receive new computers- 5 ordered (JL, NW, New hire)
  - Monitors are in!
  - **SAS to touch base with Rob McQueen on lighting lab lighting.**
- **SAS has lighting cabinet drawings to forward to millworker for quote. Alan and Aaron are local; lamps from Elliott; wiring white elec.** Phone jacks can blast asking for money

## 8. Articulation goals for 2022-2023

- Jan. set up a meeting with El. Centro for INDS articulation.
  - **HOLD until after CIDA visit Spring 2024**
  - Invite Lisa Stone
  - Need list of courses in program and how they transfer
  - SFA approval from chair, dean, provost

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- SAS to check system affiliations with Marc Guidry
- Tarrant Community College wants an articulation with CMGT- new program coordinator to pursue
- Houston Community College wants an articulation with CMGT-- new program coordinator to pursue.

## 9. CIDA

- CIDA site visit – F or S24 – need to draft a formal request to move to fall
- Next internal CIDA meeting Friday March 24.
  - determine primary and two secondary project/classes.
- Work with Joe and Christina with PCOEAA
  - Reach back out after projects have been listed and dropped into Teams.
  - Updated spreadsheet
  - PCOEAA to help with report and project links

## 10. INDS Meeting

- Propose meeting at the end of each semester to transfer projects to CIDA folders
  - Monday, May 8
- Proposed two-day meeting at end of summer to work through curriculum and differential needs for the next semester/year- 1 week at end of June.

## 11. Summer 2023 Offerings -

- CMGT 4120 Internship (SAS)
- INDS 4120 Internship (SAS)
- INDS 2105/2205 Intro to Revit (NW)
- INDS3121/3221 Commercial Interiors (JL)
- HMS 4326 Summer I (JL)
- HMS Grad students 5326 Summer I (JL?)
- HMS 5xxx Sustainability (JL)

## 12. 2023-2024 projected student numbers

- INDS – 122 Accepted
- CMGT – 99 Accepted
  - Classes to be offered every semester: Technical Drawing, AutoCAD, Revit I, Adv. Revit, Codes

## 13. New meeting agenda items.

- HCC equipment contract - \$1,000/year to cover student costs for use of equipment and labs. SFA classes include Commercial, Building Systems, Revit I, Revit II, Capstone I, Capstone II, Lighting
- Business Plan – new building
  - JL completed preliminary planning
  - NW to look at roof plan.