

**Integrated Design Initiative Task Force**  
**6/12/20, 3:30-5:00pm**  
**Virtual Meeting via TEAMS**

**Attendees:**

**Task Force:** Taylor Adkins, Ibukun Awolusi, Saadet Beeson, JoAnn Browning, Janis Bush, Ian Caine, Krystal Castillo, Sedef Doganer, William Dupont, Roger Enriquez, Marcio Giacomoni, Bailey Greene, Albert Han, Sean Kelly, Elvira Leal, David Matiella, Arturo Montoya, John Murphy, Jianwei Niu, Neda Norouzi, Humberto Saenz, Hatim Sharif, Corey Sparks, , Steve Wilkerson

**Others:** Shannon Heuberger, Debbie Howard-Rappaport

**Agenda**

- **Chair updates (JoAnn Browning):**
  - Thanks to all for the hard work on the charrette! Data has been shared with this task force, plus all CACP faculty and staff. The Community Engagement Subcommittee will do an analysis.
  - CIAC reached out for a meeting with JoAnn and Shannon, and a resulting action item from that meeting was to schedule a meeting for their full advisory board. Should similar meetings be offered to the other advisory councils? [See in-depth discussion on this under “logistics”]
  
- **Subcommittees to update and seek input:**
  - **Community Engagement (Elvira Leal)**

Community Charrette was held on June 10<sup>th</sup>. The subcommittee followed up with a questionnaire to collect contact info for other stakeholders that should be consulted in this process and will be finalizing a follow-up survey to be distributed to the large list. Outreach to advisory councils also came up in the discussion, and Shannon offered for Academic Initiatives team members to go through the charrette RSVP list to identify advisory council members. JoAnn also mentioned that it would be helpful to have data on actual charrette event attendance (versus RSVPs), which Academic Initiatives will pull from the Zoom data.
  
  - **Benchmarking (Ibukun Awolusi)**

This subcommittee has researched about 27 peer institutions so far, collecting data on characteristics such as college structure, transdisciplinary research centers, institutes, and programs.

- **Identity (Shannon Heuberger, filling in for Debaditya Chakraborty)**

See below for information on the faculty and student Knowledge Cafes. In addition to the outreach events, this subcommittee is interested in collaborating with the Benchmarking subcommittee to compare UTSA institutional data such as SCH with aspirant peers. Steve Wilkerson is pulling enrollment data for other institutions using CIP codes, and there was discussion of normalizing SCH with the number of T/TT faculty for comparative analysis.

- **Update on Additional Contacts via Google Form (Roger Enriquez)**

Following the Charrette, JoAnn Browning sent an email to the guests thanking them for their attendance and asking for additional contacts for a follow-up survey. Roger reported that he has received 10-12 additional names so far. The Community Engagement Subcommittee is working on the questions that will be sent to the individuals for the survey. The purpose of the follow-up survey is to dig deeper into topics the Charrette guests identified were important to them as we move forward with our partnership with the community. Albert Han offered to take the data from the Charrette and perform a text analysis to identify the topics that stand out.

- **Knowledge Cafes (Bill Dupont)**

The first of three Faculty Knowledge Cafes was held on June 11, and the Student Knowledge Café is on June 17<sup>th</sup>. A question was raised on whether faculty Task Force members should attend the student one, and the committee consensus was that it should be exclusively for students. Engaging alumni also came up in discussion and Shannon offered to look into whether there is an easy way to identify alumni from the charrette RSVP.

- **Logistics discussion**

- **Subcommittee Synergy/Crossover**

The Community Engagement subcommittee asked each other subcommittee to nominate a liaison to attend their meetings. The other subcommittees decided to do the same. Liaisons are as follows:

<b>Integrated Design Liaisons</b>			
<b>Subcommittees</b>	<b>Benchmarking</b>	<b>Identity</b>	<b>Community Engagement</b>
Benchmarking		David Matiella	Albert Han
Community Engagement	Sedef Doganer	Debaditya Chakraborty <i>(nominated- not present)</i>	
Identity	Rebecca Weston		John Murphy/Elvira

- **Meeting dates**

Debbie Howard-Rappaport asked the Task Force if they would like Provost Espy to attend a meeting once most of the Phase I data are in, potentially in June or July, and the Task Force expressed interest in having her join the July 9<sup>th</sup> meeting.

- **Advisory Council Outreach**

The Task Force is interested in reaching out to the other advisory councils to invite them to meetings, similar to the meeting being planned with CIAC. Given time constraints and that there are 10 such advisory councils, most of these will probably occur in July/August. Scheduling of the meeting with the full CIAC advisory council is underway (a Doodle Poll will be administered to the CIAC members to determine a time that works for as many of them as possible), and numerous Task Force members expressed interest in attending.

- **Input Received**

- No emails received to [IntegratedDesign@utsa.edu](mailto:IntegratedDesign@utsa.edu) since the last meeting