Projects Support

University Advisor(s) should be involved with funding.
OSP should be involved with funding.
Significant overlap with partnerships and internships.
Financial Service Center
  • Clarify the function of Admin Support / Embedded Admin Support “1”
Work Study / oversight needs to be embedded Admin Student Staff
Are systems that hinder malleable? Ex USNH
Duties should be manageable not overload.
Define core functions then those that lead out.

Notes:
  • How does external funding get managed? “2”
  • FSC Transportation Issues

Overlap with embedded admin + current lack of clarity where core functions lie.
Take alumni engagement to scale for $35,000+
Where do extend partners (Alumni and Donors)?
Enter PSU to share their project needs and to scale.

Notes:
  • How do students propose projects?
  • Student driven?
  • Student choice? Scalability?
  • Pathway to IRB unclear
  • Guidance of project
  • Leadership sends to?
  • Assessment of quality
  • Assess “cluster” outcomes?
  • How does Enrollment Management and Student Affairs staff play a role in project?

Roadblocks:
What will this role look like?
Cluster connect will be an important component in how these personnel engage in these functions.

Notes:
  • Alignment with curricular goals and outcomes.
**Partnerships Support**

1. Guest lecturers
2. Visiting artists
3. ICAs
4. Symposium of Partners
5. Vetting or robust / strategic career donors, internship facilitators and projects

Notes:
- Assessment of internship placements and parameters as part of vetting.
- Advancement: Fundraising, Alumni Relations, Mentors
- Student Affairs / Enrollment Management Staff (pro + student)
- I.e. How they are currently working with internal and external partners; student engagement techniques and staffing support.
- Student preparedness for partnerships and vetting partners (safety, risk, org health)
- Resource Management IT vetting process
- FSC Academic Admins handle SPAs and ICAs? HR
- FSC A need for partnership proposals? -- HR? (Reduce conflict of interest, etc.)
- Positive: Centralized Database resource of internship placements and partners (IT)
- FSC? Review current partnerships so none are overlooked (Ex Math counts)
- How do we prevent multiple contacts from PSU to a partner?
- Assessment of vitality of partnership, effectiveness, monitoring, etc. (IT)

What are the various partnership roles? How can we share those with Alumni to fill? How can we capture and code existing (??outstanding) alumni roles?
How / when / where do we bring in alumni or donors to discuss and or explore possible partnerships to meet external demand?
And doing this to scale, provide opportunities for 100’s and potentially (1,000s) of alumni to engage in this type of support.

Notes:
- How do we partner with NH High schools to get PSU experience in High Schools?

Cluster connect will include community partners as active users. It should be capable of logging and archiving community partner activity. How ill cluster connect provide value to and for community partners? Need to keep this in mind. How can we take this to scale? How can we accurately measure this engagement? Capture/ Code / Report.
**Operations Support**

**Connections:**
Events: Alum / donor + project profile / portal to alumni, donors, partners

Notes:
- Who is going to be responsible for organizing and planning cluster events?
- Prospective students for events

**Roadblocks/Challenges:**
Manual with 2.0 launch and people depend.

Notes:
- Gap cluster con to 2.0
- Multiple databases on campus (IT)
- Duplicating Operational Duties
- “Raiser’s edge” not connected yet
- Knowing to whom to go for being accountable and getting tasks done
- Time line to complete IT implementations (IT)
- Projection of course demands at least a few semesters ahead ****
- Where do current administrative assistants fit? (HR)
- Res life student success Administration, faculty and advisors and start rez student success collab Mongoose Banner
- Redundant

**Touch Points:**
“Should it be you?”

Notes:
- Scheduling classes (final approval) Chairs / AA
- Schedule discrep and cluster meetings (AA)
- Curricular forms? (F) Tool kit? Registrar
- IT Tool Training (IT) Client services / tech (IT)
- Organization discipline honors society (can’t read the rest of this handwriting at all)
- Contact lists for TL and FT (IT) – Chair / AA
- Data for IT list of students to contact: prospective, welcome, can’t read the last word-Admissions
- Teaching credit reports (workload) – IT
**Communications Support** (Marketing)

Big emphasis, need more people in this area
Strong overlap with marketing (Ex video)
Hand in hand with faculty to push pull info
Strategize needs and opportunities (ex. Bloggers / Blogging)
Goals include: Alumni engagement, and fundraising money $$

**Notes:**
- Internship opportunities- how can students in graphic design and communication and media studies work with and learn from this role and function?
- Capture funded projects and the already great activity
- Balance cluster projects and program activity

Communication to Advancement for sharing with individual segments of alumni and donors

**Notes:**
- Obstacles: Demand by clusters-(IT)
- Obstacle: Pushing info to marketing
- Distribution to Prospective Students?
- Academic Adminis currently update faculty profiles which includes office ? updates each semester. AAs are ? maintaining program websites (IT)
- Do we need different strategies or people for internal and external communications
- Communicating needs of comm tools, working with IT on, onboarding continuous setting examples (IT)
- At what point to do hand off to marketing? Mechanism for doing these things....
- Distribution to prospective students?
- Where on PSU .com website can you get a definition of a cluster? Need links on cluster logo to home page to cluster info (IT).
- Tension: Affiliation cluster assignment limits cross –discipline projects
- Events can have multi-layer connection to PSU donors, alumni etc.
- “Form follows function” How we communicate will be influenced by the medium. We need to understand the capabilities of existing tools and reach a tipping point in adoption.
- We need a full time webmaster to handle migration, updates, etc. No efficiency or consistency having numerous people across campus trying to maintain sites. – FINANCE POSITION CONTROL – (IT)
- Casual video chat is easy to use
- Constructing the message for the several unique audiences we have
- Face to Face communication is critical for all functions.