

PALM BEACH STATE COLLEGE

SUPERVISION & INFORMATION MANAGEMENT MEETING MINUTES

Bachelor's Degree Program

January 4, 2017

1:30 PM

CBP 204

Opening Remarks – Dr. Kaplan

- Discussed the opening of the Loxahatchee Grove Campus opening on Feb 27 2017. Faculty are invited to participate in the Grand Opening events.
- Dr Kaplan discussed the enrollment numbers for the college and the Bachelor's Degree programs. and described some of the student outreach experiences. Faculty are encouraged to assist students in navigating support services to get to the right support organization so that students don't drop out of school for issues that the college can assist them with.
- She announced that President Parker investiture and reception will be March 2, 2017 at 4:00 PM.
- She also announce a new recruitment resource Scott Rhodes. Scott has mentioned that he sees a lot of recruitment potential for our programs.
- Dr Kaplan and Dr Blair summed up that portion of the meeting citing an example of one of doctor Blair's students who completed the capstone while undergoing cancer treatments. While many faculty members where aware of the story several where not aware it was Dr Blair's student.

ITEM 1. ACBSP Update

Discussion:

- Dr Gladney updated faculty on the status of the formal announcement. Dr Capers and Dr Gladney discussed the Peregrine Capstone pilot and shared some of the initial findings. We will be requesting funding for the spring term and Dr Capers has taken the action item to get copies of the Peregrine Internal and External report to all our faculty. He also took an action item to obtain a copy of the test questions to Dr Clowes. Dr Gladney mentioned the minutes from the November ACBSP Board meeting have not been posted online and are typically posted between January 16th and 22nd in previous years.

ITEM 2. Textbook Changes and Adoptions

Discussion:

- Dr. Wilson brought faculty members up to date on steps he is taking to update and standardize Supervision and Management texts. Dr. Gosman shared a current challenge he is working on with that the "official" MAN4162 text being replaced in the bookstore by a custom version of this text.

- Dr Capers reported that he is working on GEB4891 and reported the use of ebooks should be encouraged since students can use financial aid to pay for them as long as they have the correct ISBN number.
- Dr Clowes requested that we consider an update to the text and ISM4220 course.

Action: Dr. Gladney explained to the faculty that Dr Wilson was asked to review the textbook. Dr Blair has written for MAN4504. The draft manuscript has an ISBN number and we need to move forward on the replacement adoption. Professor Hernandez would like to review the manuscript and a meeting will be set up to define the next steps in two weeks to discuss next steps.

ITEM 3. Sigma Beta Delta

Discussion:

- Dr. Gladney informed the cluster the \$750.00 financial aid scholarships were awarded to fall inductees.
- Dr. Gladney mentioned that he will be holding discussions with the Nursing Program on forming some sort of scholar organization to provide aspiring students with an honors oriented organization to join as they progress through the program culminating in induction into an honors society. Dr Wilson will be sending out a letter of invitation to eligible students for the Spring induction ceremony to be announced.

ITEM 4. Information Management Program Accreditation

Discussion:

- Dr. Gladney announced to the Cluster that we would be examining concentration level accreditations for Project Management. We will apply to become a registered educational provider for the Project Management Institute (PMI). This will enable our students to earn professional development credits for taking our courses. He also mentioned that on January 15th we will apply for accreditation as Center for Academic Excellence from the Department of Homeland Security. NSA and the Department of Homeland Security (DHS). These Agencies jointly sponsor the National Centers of Academic Excellence in Cyber Defense (CD) Education (CAE-CDE). The goal of these programs is to reduce vulnerability in our national information infrastructure by promoting higher education and research in CD and producing a growing number of professionals with CD expertise in various disciplines. Students attending CAE-CDE and CAE-R schools are eligible to apply for scholarships and grants through the Department of Defense Information Assurance Scholarship Program and the Federal Cyber Service Scholarship for Service Program. CAE-CD institutions receive formal recognition from the U.S. Government as well as opportunities for prestige and publicity for their role in securing our Nation's information systems.

ITEM 5. Summer/Fall Schedule

- Dr. Gladney has reported that the schedule rollover has occurred and that we should survey students to see what if any changes need to be made to the fall schedule this spring. He has asked Dr Clowes to assist him in this effort. He also briefly covered enrollment at the Boca and Gardens campuses for the fall term.

ITEM 5. Course Observations

- Dr. Gladney informed faculty that he will be doing online and onsite observations this spring. He covered expectations such as faculty posting 3 times per week in each discussion thread for online classes. For onsite classes he will ask that faculty provide a lesson plan that includes the planned student engagement techniques sets and classroom assessment techniques so that he can observe how well classes are planned for and executed during onsite observations.

ITEM 5. Curriculum Review

- Dr. Gladney has reported that the curriculum reviews for Entrepreneurship and Health Management have been completed. The General Management concentration is the largest and will be completed during the spring. He would like to incorporate any ACBSP findings into the curriculum review process for General Management at that time. Core faculty (leadership, finance, business writing) would be engaged the next round of reviews.

Attendance:	Dr. M. Clowes	Prof. H. Hernandez	Dr. M. Tiggie
Dr. R. Blair	Dr. D. Gossman	Dr. R. Jones	Dr. T. Wilson
Dr. C. Capers	Dr. G. Haley	Dr. M. McClain	Dr. A. Kaplan

Presided over by: Dr. Don Gladney

Submitted by:

Dr Don Gladney, Scribe

cc: Minutes Distribution List