

Business Partnership Council Meeting Minutes

Risk Management & Insurance

December 8, 2017

9:00 am – 10:30 am

Library (LL) 205



ITEM 1. Welcome

Discussion: Chair, Robert Norberg opened the meeting and welcomed the members and guests at 9:05 am.

Data Source: N/A

Action: N/A

ITEM 2. Approval of August 31 Minutes

Discussion: Minutes approved from October 13, 2017 meeting.

Data Source: N/A

Action: Motion offered by Brendan Lynch, seconded by Kelli Straub

Vote: All in favor. None opposed.

ITEM 3. Panel Discussion Event - Update

Discussion: Jenny gave an update of the outreach efforts to promote the event. She mentioned that as of today, 40 participants are registered. In addition, it is expected two instructors to bring their students to the event. In addition, she stated that she is working on other venues to promote the event, such as, attending the South Florida Fair, classroom visits, and attending advisors' meetings. Furthermore, Jenny invited the members to help her attend the advisors' meetings and the Florida fair. Members agreed to help with the outreach efforts.

Data source: N/A

Action: Jenny will inform the members about the dates and times of the advisors' meetings, the fair, and visit different campuses to hand out postcards.

ITEM 4. Updates:

Discussion:

❖ Outreach Efforts

Jenny gave a brief overview of the outreach efforts conducted in the past two months. Below is a table of different outreach efforts:

| Print | Electronic | Visuals | Personal Contacts | Other |
|---------------------|---|------------------------------|---|--|
| Postcards Flyers | College-wide E-mails Videos Web-sites Social Media Platforms Bulletin Boards | Displays Signs Posters | Information sessions Outreach visits at High Schools Classroom visit Presentations Meetings Face-to-face encounters South Florida Fair | Business Partners PBSC Career Centers PBSC Foundation IIPAPBC |

In addition, members discussed ways to create awareness. They talked about updating the curriculum, outreach to high schools, especially high schools with Business Academy. Professor Beres suggested Spanish River High School in Boca Raton. As another venue, Lina mentioned that we have the opportunity to speak with Samantha Conde from Azteca America, a TV

Spanish Station about our programs. Furthermore, Associate Dean Allen suggested offering classes online. It will help with the flexibility of taking classes at different times. Members agreed with the suggestion.

Mr. Robert mentioned the Thanksgiving Dinner event sponsored by IIAPBC was a great venue to promote the RMI program and the panel discussion event. Jenny Posadas and Suzanne Prior attended this event. Jenny was able to make connection with some of their members. She invited them to participate on some of the outreach events.

❖ **RMI2001 – Fundamentals of Risk Management & Insurance Status**

Jenny mentioned one student is registered the Spring Term.

Data Source: N/A

Action: Jenny will work with the instructor to develop the RMI classes online. Also, AD Allen and Jenny will continue working on adjusting the RMI's curriculum.

Also, Jenny will reach out to instructors to set up classroom visits, will set up a meeting with advisors, and will attend South Florida Fair on January 14, 2018.

ITEM 5. Meeting Evaluation

Discussion: Members filled the forms.

Data Source: N/A

Action: Jenny will save the forms.

ITEM 6. Other

Discussion: AD Allen suggested inviting career advisor, Karen Handy to next BPC meeting. Mrs. Karen will be able to share her expertise on recruiting students to the business programs and other best practices. Also, AD Allen asked Mr. Robert to participate as a panelist on the Business Panel Discussion. Mr. Robert agreed.

Data Source: N/A

Action: Jenny will invite Mrs. Handy to the next BPC meeting. In addition, AD Allen will suggest to the Business Partnership Council the participation of Mr. Robert as a panelist.

ITEM 7. Next Meeting Date

Discussion: Friday, January 19, 2017 at 9am-10:30am. It will be at the Library, room 225 (second floor).

Data Source: N/A

Action: Jenny will send a calendar invite.

ITEM 8. Adjourn

Discussion: Meeting adjourned at 10:00 am.

ATTENDEES:

Robert Norberg – President of Independent Insurance Association of Palm Beach County (IIAPBC)

Kelli Straub – Jacobs Insurance Agency

Kala Hennessey – Account Executive

Nirio Jorge Rubiera, CEO - Walter Agency

Brendan T. Lynch, AIP AAI - Plastridge Agency

Lina Jankus – Lina Jankus Association Group

Margaret Pearson, Independent Agent Representing AFLAC

Kim Allen – Business and Computer Science Associate Dean

Debbie Beres – Professor and Department Chair

Jenny L. Posadas – Program Director – Palm Beach State College

Guests:

N/A

Submitted by: Jenny L. Posadas
Scribe

Approved