



## **Bachelor of Applied Science Business Partnership Council Meeting**

**April 5, 2019**

**8:30 A.M.**

**CBP 102**

### **ITEM 1. Welcome Updates, Introductions, Opening Remarks – Dr. Kaplan**

Discussion: Dr. Kaplan sent her appreciation out to the council members for coming out and for their continuous support and help within the program.

- PBSC has been having more advertisements on television
- The college enrollment has flattened out
- Bachelors program has been growing more and more by double digits
- Past semester (Fall) close to 3,000 students

New Initiatives: Guided Pathways

- The first round of AA Guided Pathways was launched on Tuesday, April 2, 2019
- Trying to get students to think more strategically through intensive advisement in their program.
- Hoping that guided pathways bring more students to the Bachelor Degree Program

Looking at two new degree areas that has gone through the internal process at the college and are now at the state.

1. Cardiopulmonary Sciences
  - a. PBSC will be the 2<sup>nd</sup> Florida State College offering this degree.
2. Human Services
  - a. Due to mental health, school shootings and the opioid crisis.

### **Gold Classic Golf Fundraiser, Please Support!**

### **ITEM 2. Department Updates – Dr. Gladney**

Discussion: Our Cyberlab

- Isolated lab from the rest of the campus labs
- Equipment that is typical in an I.T computer room
  - Switching equipment that enables you to switch any device across any servers.
  - IXIA Breaking Point device that enables us to simulate networks and attacks.
  - Servers that enable us to store software that can be re-used in lab environments.

- We also have the ability to support VPA conductivity
  - VPA conductivity gives us the ability to have our online students come in and do lab exercises from home in our lab and in a secured environment.
- IBM Watson Software
- The Cyber Security Lab gives that missing piece that our students have been asking for...HANDS ON EXPERIENCE
- Launched OUR OWN Center for Cyber Defense website
  - Talks about events, certifications, resources, clubs and organizations.
  - Part of application to become a Center for Academic Excellence in Cyber Defense with the National Security Agency with the Department of Homeland Security.
  - Also have an Information Security site for the college/community to look at resources that are available during this time.

#### Lab Developments

- Vision for the lab from a stand point of broadening its usage is to build a library of labs that all of our faculty can look through and see if there is a lab exercise that will fit in their classes.
- We have administrative rights over all of our machines, software that they wont load on any other machine in the college can be loaded on the machines in the lab.
- New lab manager will be starting in April 15, 2019.

#### CAE-CD Application

- Submitted on January 15, 2019
- Received a 22-page response with changes due back on April 12, 2019
- If designated, ceremony will be in Huntsville at the NASA Space & Rocket Center in June timeframe.

#### IBM Watson Artificial Intelligence

- Partner with Pearson which is one of our publishers to provide artificial intelligence tutoring.
- Not going to use to replace people
- Can be used for facial identification, data minding, insights based on non-structure data, etc.
- We would like to use for Decision Support Systems and Expert Systems

#### Omicron Sigma Sigma (OSS)

- Had 2<sup>nd</sup> induction ceremony on April4, 2019 that was a success
- Honor Society is for Cyber Security students

#### Ongoing Exploration (Internet of Things)

- Dr. Enfinger demonstrated trying to unlock a Bluetooth lock called Smart Lock. (Success)

#### Effective Advisory Boards

- We have meetings, but a lot of the work is in-between meetings. Emails and phone calls, discussions and surveys also play a roll as well.
- Giving internships, externships, subject matter/industry expertise
- Participating in curriculum reviews, job fairs and service learning
- If anyone would like to serve as a chair, please contact Dr. Kaplan or Dr. Gladney.

#### Program Review

- How many students do we have
- How many have graduated
- What's the average satisfaction and success rate
  - Supervision & Mgmt. (80%) slightly higher than Information Mgmt. (79%)

#### Curriculum Review

- What are we teaching
- Why are we teaching it?

### **ITEM 3. Advising – Laura Gainer**

#### Discussion: Case Management Advising

- Bachelor's Advisors are assigned students by program objective
- Started in RN-BSN then transitioned into BAS Supervision & Management and Information Management
- Advisors are
- Karen Burrell: Entrepreneurship, Project Management (SUPM/INFOMAN)
- Mily Davila: Database and Security and Certificate in Project Management (CPP)
- Deslee Francis-Grant: General Management and Healthcare Management
- Hilary Ashmen: RN-BSN

#### Starfish Kiosk – Student Sign-In

- Students use this to sign-in at front desk
- Bachelor's program piloted this option; using this for two years
- Advisors and Manager are alerted to a student's presence by a ping/chime on their computer
- Advisors may click on the student's name/image to review academic info prior to greeting the student
- Student has option to include a reason for their visit, so Advisors is prepared

## Recruitment & Outreach

- We work with the office of admissions.
- Attend events and functions where we may have a high yield of prospective students.
- Most recruitment and outreach are conducted on Lake Worth and other campuses.

## Key Recruitment and Outreach Events

### GRADFEST

- During fall and spring semester leading up to Commencement
- At this event, Graduates can:
  - Explore transfer options to our bachelor's programs
  - Join PBSC Alumni Network
  - Order diploma frames; purchase and decorate cap and gown
  - USA Veterans University Transfer and Resources
  - Meet with Career Advisors from the campus Career Center
  - Speak with Transfer Admission representative from area universities

### College is Possible

- Free college planning day for high school junior, seniors & parents.
- This event offers:
  - Interactive program experience
  - Free continental breakfast
  - On the spot admissions
  - New Panther orientation
  - Pathways to Bachelor programs
  - Scholarship awards
  - Fun giveaways

### Annual Bachelor's Bash

- Celebrating new and graduating students.
- Meet and mingle with the faculty and staff of the Bachelor's Degree Programs

## Career Center Services

- Weekly presence in the CBP building – for meeting and advising students (Wednesdays, 4pm-6pm)
- Classroom visits by invitation
- Table hosting at specific bachelor's recruitment events
- **Career Center: Lake Worth Campus**
  - Job Fair Preparation Workshops
  - Handshake Workshops

- This workshop is designed to introduce Handshake to our students. It will allow them to build their professional career profile, search for employment and internship opportunities while creating a career network portfolio.
  - Internship & Professionalism Workshop
  - LinkedIn Workshop
  - Resume Building Workshop

#### ITEM 4. Department Chairs

- **“What is a Cluster and what does it do”:** Dr. Robert Jones
  - A cluster is a department meeting across many disciplines
  - Context for decisions from college management
  - Textualize goals for the department and the college at large
  - Impact on in class teaching
  - Sharing professional development opportunities
    - Dr. Blair externship with Kaufman Lyn inspired Dr. Jones to go out and look for his own externship to participate in.
  
- **Status of Adjunct Professional Development:** Dr. Tiggie-Stephenson
  - Dr. Yohe pulled together faculty and staff across the college to make up the Adjunct Action Committee.
  - Focus for the committee was to make recommendations for our adjuncts in terms of professional development, recognitions and resource and support.
  - Have been meeting for the past 2 years and within those 2 years, they have formed 3 sub committees.
    - Adjunct Recognition Committee (Laura Gainer)
    - Adjunct Website Onboarding Committee (Dr. Tiggie-Stephenson-Chair)
    - Adjunct Professional Development Committee
  - All three committees are meeting and discussion recommendations on improving support for our adjuncts.
  - Update for Adjunct Website Onboarding Committee
    - Working on adjunct onboarding website
    - Goal for website is to include all disciplines of the college. They will choose their discipline and within that discipline, they will provide the tools that they want their adjuncts to have.
    - Adjunct Orientation Onboarding Website will act as the blueprint for the other sites. It will be expanded for all the adjuncts across the college, including every discipline.
  
- **ACBSP how we compare to other institutions:** Dr. Gladney
  - PBSC is ACBSP accredited and because of this, we are required to report how well our students are doing in our programs.
  - We cannot report on ourselves, so we have all of our graduating students in the capstone take a test that covers a wide range of topics that students should know coming out of a business program.

- Percentage scale reads:
  - 40-59: Average
  - 60 and above: Above Average
- According to the data, our students are doing OK (average). Work is still needed for our students to be where we want them, which is above average.
- Peregrine is our vendor used for testing
- 1600 schools participate in this testing and we are doing better than most of the schools, but we want to do more.
  
- **Scholars Club/Honor Society Updates:** Dr. Roger Blair
  - Continue to receive internship sites for Cyber Security and Information Management. However, Dr. Blair needs help receiving more internship sites for Health Management. He would like to get sites at hospitals, doctor offices, etc.
  
  - **Internship Presentation by Alexandrina Krylova**
    - Her Internship Process
      - Interest in internship
      - Interview with Dr. Don Gladney and Dr. Roger Blair
      - Orientation
      - Her first project Steganography
      - Steganography is a technique of hiding secret data (pictures, messages, audio messages).
    - Penetration Tools
      - Nmap is a security scanner. Used to discover host and services on a computer network by sending packets and analyzing the responses.
      - Wireshark is free open source packet analyzer. Used for network troubleshooting, analysis, software and communication protocol development.
      - Metasploit is one of the most powerful tools used for penetration testing. It is used for hacking into system for testing purposes.
      - Wifite is a tool for cracking wireless networks.
      - John the Ripper is a free password cracking software tool.
        - It is one of the most popular password tastings and breaking programs as it combines several password crackers into one package.
    - 4 Main Components
      - Introduction to Lab Development workshop
      - Creating the ideas for mini labs/exercises
      - External mini lab/exercise development demonstration
      - Internship presentation
    - Conclusion
      - Under the direction of Dr. Gladney
        - Developed, tested and documented lab exercise
        - Learned the different types of penetration tools

- Participated at the meetings
- Learned about the Johari Window
- This experience helped me to develop skills for my future career and job.



**Next Meeting (Day & Time TBA)**

**Attendance**

Anita Kaplan  
Jeff Zalkin  
Roger Blair  
Kerry Enfinger

Don Gladney  
Louise Aurelien  
Michele Tiggie-Stephenson  
Hector Hernandez

David Talley  
Laura Gainer  
Robert Jones  
Kerri Smith

John Hipps  
David Gossman  
Jehu Chong  
Alexandrina Krylova  
(Internship Student)

Charmaine Williams, Scribe

cc: Minutes Distribution List