

Business Partnership Council Meeting Minutes

Business & Accounting

January 26, 2018

8:30 am

LL 205 (Library Gallery)

ITEM 1. *Welcome*

Discussion: Welcome to the New Year, 2018! The meeting began at 8:44 am.

Data source consulted: None.

Action: None.

ITEM 2. *“Executive Leaders Panel Discussion” – February 8, 2018*

Discussion: Associate Dean Kim Allen explained that there has not been sufficient marketing done for the event in February for it to be successful. She suggests postponing it to a later date. Companies for the Expo portion of the event has not been finalized, nor contacted. Sean Scott offered to visit classes to help promote the event. Some suggestions for dates were discussed – March 27th and April 5th. The consensus was to shoot for the March 27th date, and if that does not work, to use the April 5th date.

Companies suggested for the Expo are as follows: FPL, Comcast, AT&T, United Tech, Ball Park of the Palm Beaches, Lockheed Martin, First Community Bank, Landmark Insurance, the County, and Cheney Brothers. Associate Dean Kim Allen has asked the members to please forward to her the contact information they have for their respective companies so that she may personally invite them to participate in the Expo.

Sandra Kaplan suggested that we add some information in the registration confirmation email some “Dress to Impress” information for students that details typical dress attire for this kind of event (Business Professional, Business Casual).

Associate Dean Kim Allen mentioned that Tara Chow will be checking into room availability, and whether the panelists are available for either date (March 27th or April 5th). Once a date is finalized, an updated flyer will be created and sent in email blasts to students via the Career Center, and Student Services.

a. Pros and Cons of Postponing the February 8th Event

A pro that was suggested was that there would be a possible increase in attendance numbers. A con suggested was that the event may lose some panelists.

b. Addition of Supply Chain Management Panelist

- I. Rick Murrell, Senior Vice President/Managing Director, Saltchuk

Confirmation of the Supply Chain Management Panelist was just received. We will be adding Mr. Murrell to the panel.

c. Sponsorship – Port of Palm Beach

The sponsorship was just finalized on Tuesday, January 23, 2018. This allows us to plan for refreshments for the event.

d. Sample Flyer (Handout)

Add Expo information to the flyer.

Data source consulted: Sample Flyer

Action: Finalize room, panelist participation, flyer, promotion of event for whichever date works. Associate Dean Kim Allen will inform the Council which date has been decided on, and share the updated flyer. Members, please forward Expo companies' contact information to Associate Dean Kim Allen.

ITEM 3. *Other Business*

Discussion: Keith Douglass suggested that we start talking about the next potential event, Town Hall Meetings. Priscilla Taylor asked what these type meetings were about, to which Associate Dean Kim Allen replied that it was a more intimate setting for students to interact with industry leaders. The town hall meetings is a smaller event, that is more specific to topics to be discussed, and allows for more opportunities for students to connect with business people and to ask questions. These events may allow us to find out why students are or are not completing in their chosen degree program, and allows industry leaders to prepare students and their expectations of their chosen degree program. It was agreed that it should be discussed fairly soon after the panel discussion event.

Data source consulted: None.

Action: Tabled for more discussion until after the Panel Discussion.

ITEM 5. *Next Meeting Date*

Discussion: Associate Dean Kim Allen suggest we schedule the next meeting date based on the final date of the Panel Discussion event (March 27th or April 5th). Jennifer Rodriguez mentioned that it would be good to meet quickly after the event is over to debrief if we can. This way it is fresh in our minds for discussion.

Priscilla Taylor would like to add a topic to a future meeting about revisiting goals for the Council.

Data source consulted: None.

Action: Associate Dean Allen will send out a save the date and meeting reminder for a date shortly before the Panel Discussion event to discuss any last minute changes/updates.

Attendance: Associate Dean Kimberly Allen (PBSC), Keith Douglass, Vega Girodo, Sandra Kaplan, Donald Keller, Jose Ortiz (PBSC), Jenny Posadas (PBSC), Jennifer Rodriguez, Sean Scott, Priscilla Taylor.

Meeting Adjourned at 9:20 am.

Submitted by: T. Chow

Scribe