

Business Partnership Council Meeting Minutes

Computer Science

November 17 2017

8:30am

ETA 101

ITEM 1. *Welcome / Introductions*

Discussion: A brief welcome was given, and members gave a short self-introduction. A reminder that the council must have a quorum in order to meet in person and to vote on items. This Business Partnership Council (BPC) meeting did not have quorum.

BPC Chairperson, Olivia Witkowski, appreciates the July 19th meeting minutes provided and the agenda given to all members, and reiterates how important the council is for her and for the students. She introduced the new Computer Science Department Chair, Prof. Brent Ferns, and asked him for a brief outlook of his plans for the program.

The Computer Science Department Chair, Prof. Brent Ferns complimented the Computer Science faculty, talked about having a more active computer club, and asked the business partners to please open their facilities to our students for field trips and to be guest speakers in our classrooms.

John Howard, in agreement with Prof. Brent Ferns, mentioned that it is good for the students to understand how their learning is going to be applied in the workforce and how interactions and communications are executed in a business setting. He proceeded to explain how the process of interviewing is performed at Crossmatch and the importance of computer science students to market themselves properly. Associate Dean Kim Allen mentioned that the innovation lab would also provide services to help prepare our students for interviews.

Jose Ortiz, stated how, while he was administering a grant, he used Consultis Inc, rather than Career Source for the reason that Career Source's trainings were business related in contrast to Consultis, Inc, which were tailored to computer science/information technology students.

John Howard agreed that it is a good idea to use IT staffing agencies, since it is a win-win relationship for them to come to the College to help our IT students. Prof. Brent Ferns asked if all members use consulting firms or staffing agencies to fill their positions at their company. Olivia Witkowski mentioned that her company uses staffing agencies, but they would prefer college graduates because of their passion and motivation to demonstrate their skills helps drive their teams further.

She asked for all members to bring job descriptions to the next meeting, so that they can begin working on mock interview exercises.

Dean Patricia Richie added a comment about internships, and how she appreciates their feedback and honesty when talking about their needs because it helps modify the Computer Science program's curriculum, which ultimately will fit their needs as employers.

Action: Email all job descriptions to Olivia Witkowski at olivia@floatleft.tv

ITEM 2. *July 19, Minute Approval*

Discussion: Tabled – no quorum for approval

Action: None

ITEM 3.

Discussion: Discuss/strategize planning of 2017/2018 BPC Goals

a. Innovation lab Updates

AD Allen mentioned that after a minor setback due to the facilities approval process, the purchase of new computers and furniture for the Innovation Lab have been approved, therefore, the project is moving forward. AD Allen added that instead of the project being completed by spring, we are looking at Summer or Fall 2018.

b. Industry Needs vs Student Opportunity vs Curriculum

AD Allen mentioned how Palm Beach State College is headed toward guided pathways and how the IT program may be missing what the industry says they require when hiring someone. This includes what the BPC members says the skill set should be, and where in our curriculum those skills are or should be taught. AD Allen proposed that during the next BPC meeting, that members take a look at the curriculum, and based on the job descriptions, identify the best way to allocate missing skills required by the industry. She acknowledge that this task might not be completed in one meeting, but it help us move further along. AD Allen will invite some of the Computer Science faculty and bring an example of the process used for the entrepreneurship program. AD Allen also added that working on this mapping will also help us identify how relevant our programs are so the college can give the students what they need and what the industry requires.

Mark Wyllie added that this is the oldest problem in South Florida. It has been a challenge in the past – the problem of how to find interns. There is a perception that South Florida does not have students with technical knowledge to fill positions. He also added that his company has found a lot of value in using LinkedIn and has found great talent through them.

AD Allen mentioned that our Vice President of Academic Affairs understands the importance of LinkedIn and that using it to promote our internship program will be beneficial.

Action: AD Allen will invite some Computer Science faculty members to future meetings. She will also bring a printout of the entrepreneurship program mapping panorama chart.

ITEM 4. Meeting Date/Time

Discussion: AD Allen do not recommend the first two weeks of January as it will be during the beginning of the Spring semester. Olivia Witkowski recommended sending out and emailing with voting options to decide the next meeting date. All members agreed to meet during the morning (8:30am-10:00am).

Mark Wyllie requested clarification for what it is consider a quorum. AD Allen explained that in order to reach quorum there needs to be half of the members, plus one. AD Allen also encouraged members to identify additional candidates that would like to join the Computer Science Business Partnership Council.

Action: Jose Ortiz to send email with two meeting option dates using voting buttons.

Attendance: Dean Patricia Richie (PBSC), Associate Dean Kimberly Allen (PBSC), Olivia Witkowski, Shari Ellessar, John Howard, Jose Ortiz (PBSC), Fabio Rincon, Mark Willey

Adjourned at 9:53 AM.

Submitted by: J. Ortiz

Scribe