

Business Partnership Council Meeting Minutes

Risk Management & Insurance

January 19, 2018

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 December 8, 2017 Minutes

Discussion: Minutes approved from December 8, 2017 meeting.

Data Source: N/A

Action: Motion offered by Kala Hennessey, seconded by Lina Jankus

Vote: All in favor. None opposed.

ITEM 3. Panel Discussion Event - Update

Discussion: Jenny gave an update on the outreach efforts to promote the event. She mentioned that as of today, 77 participants are registered. In addition, outreach efforts were conducted at the South Florida Fair and classroom visits.

Members suggested setting a meeting with the advisors, and increasing the announcements on social media platforms.

Data source: N/A

Action: Jenny will set up a meeting with the advisors. She will inform the members about the date and time. In addition, Jenny will set up a meeting with CRM regarding help with promoting the program.

ITEM 4. Updates

Discussion:

❖ Curriculum

Jenny informed the members that she is working with Associate Dean Kim Allen to find an effective way to modify/update the program. She stated that after meeting with Kim, she was assigned to get information about St. Johns River State College (SJRSC) program. Jenny shared that SJRSC offers the program online and they enroll students during the fall and spring terms only. In addition, their program is a college credit certificate not an associate degree. Also, they enrolled about 60 students per academic year and completers varies per academic year.

❖ Create “Action Groups” – Marketing, Curriculum, Enrollment, etc.

A member proposed to create “*Action Groups*” to target/help different areas with the goal of increase enrollment. The idea behind this proposal is to assign and identify crucial areas where 2-3 members focus on the assigned tasks.

After a long discussion, the following areas and members were identified:

Curriculum – Robert and Jenny.

Outreach – Kathy and Margaret

Marketing – Lina, Nirio and Kelli/Kala

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

Jenny mentioned that at the beginning at the Spring Term, one (1) student was enrolled. Due to low enrolment, the class was rescheduled. Below is the new schedule:

Days: MW

Time: 6:30pm – 9:15pm

Starts: 03/12/2018

Ends: 05/08/2018

Data Source: N/A

Action: Jenny will continue working/researching the curriculum and update the members when new information is available.

Motion to create “*Action Group*” offered by Kelli Straub, seconded by Nirio Rubiera

Vote: All in favor. None opposed.

ITEM 5. Meeting Evaluation

Discussion: Members filled the forms.

Data Source: N/A

Action: Jenny will saved the forms.

ITEM 6. Next Meeting Date

Discussion: Members proposed the following dates:

Friday, February 16, 2018

Friday, February 23, 2018

Data Source: N/A

Action: Jenny will send an email to members with the above dates. Members will decide the date via email.

ITEM 7. Other

Discussion: Members discussed recruiting high school students. Kathy and Margaret mentioned that they would like to be involved when visiting the high school students. Kathy offered to participate on career expo. Lina reminded Jenny about the opportunity to speak with Samantha Conde from Azteca America, a TV Spanish Station about promoting our programs. Lina also shared another venue, the ASPIRA Association, a 501(C) (3) national Hispanic organization dedicated exclusively to developing the educational and leadership capacity of Hispanic youth. The organization may be able to help with scholarships.

Data Source: N/A

Action: Jenny will reach out to the Azteca America and ASPIRA for opportunities to promote the

programs. Also, Mr. Robert will find out about available grants and share the information with Jenny.

ITEM 8. Adjourn

Discussion: Meeting adjourned at 10:00 am.
Data Source: N/A
Action: N/A

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
Lina Jankus – Lina Jankus Association Group
Margaret Pearson, Independent Agent Representing AFLAC
Kathy Bonner, Senior Director Sector Initiatives, CareerSource (*Attended via conference call*)
Jenny L. Posadas – Program Director – Palm Beach State College
Lashonda Johnson – Administrative Assistant – Palm Beach State College

Guests:

N/A

Submitted by: Jenny L. Posadas
Scribe