

Supply Chain Management Business Partnership Council Meeting (SMC-BPC) Minutes

Wednesday, January 24, 2018

9:00 am – 10:30 am

ETA 101

ITEM 1. Welcome

Discussion: Provost Dr. Wihbey opened the meeting and welcomed the members and guests at 9:05 am. Dr. Wihbey gave an overview of the college's background and statics data. In addition, she shared the Administration's structure for members' understanding how the college is organized. Furthermore, Dr. Wihbey stated the importance of the council to our college. Therefore, she invited them members to the Community Impact Partner Summit Event.

Data Source: N/A

Action: Jenny will find out the date/time of the Community Impact Partner Summit Event and will share the information with the members.

ITEM 2. Introductions

Discussion: Attendees gave a brief introduction of themselves.

Action: N/A
N/A

ITEM 3. Nominations for BPC Chair and Vice-Chair

Discussion: Associate Dean Allen was able to explain in details that role of the Chair and Vice-Chair. She also mentioned what other Business Partnership Councils (BPC) are doing to promote the program, such as panel discussions. After a discussion, the following members were nominated:

Mark Williams (self-nominated) for chair and Mike Banfe (Self-nominated) for Vice-Chair.

Data Source: N/A

Action: Motion offered by Rick Murrell, seconded by Ana Sasmiresan
Vote: All in favor. None opposed.

ITEM 4. Review of Business Partnership Council (BPC) Handbook

Discussion: Jenny presented the BPC handbook and went over the roles of the council, terms and frequency meeting. Mike Romaine questioned, if there is an expectation on hiring the students, Kim stated that their main role is to support of the program, and they are not obligated to hire our students.

Data source: N/A

Action: N/A

ITEM 5. BPC Goals and Objectives for 2017-2018

Discussion: This item was table out.

Data Source: N/A

Action: Item will be placed on the next meeting agenda.

ITEM 6. Updates:

Discussion: *Currently Outreach Efforts* – Jenny was able to give updates on the type of outreach efforts that has been conducted, such as, FL Fair, classroom visits, information sessions, social platforms and blast emails to over 1000 business major students.
Meeting Evaluations – Members completed the evaluation form.

Data Source: N/A

Action: Jenny will continue working on the outreach efforts to market the program. In addition, she will file the evaluation forms.

ITEM 6. Open topics:

Discussion: *Course Description* – Members requested to view the content of the Supply Chain core classes. They would like to see if the curriculum offers “Lean” methodology to improve productions, and regulations/compliances and other important areas.
Information Electronically – Members requested a way to exchange information electronically, such as, GoogleDocs, DropBox, GoogleDrive. They prefer the limit of emails. Kim suggested contacting our IT Department and creating an organization file on Blackboard.
Limited Acronyms – Members requested the limit of the acronyms usage.
Business Panel Discussion Panelist – Rick Murrell accepted to be the panelist for the Supply Chain area for the Business and Computer Panel Discussion to be held on February 8, 2018.
Ana Sasmiresan – Suggested sharing biography of each member. Also, she shared articles about improving the workplace topic.
Mark Williams – Shared information regarding the industry certifications.
Limit of Members – At this time, there is no limit on the council size.

Data Source: N/A

Action: Jenny will take action on the “open topics” items. She will keep posted the members for updates.

ITEM 7. Next Meeting Date

Discussion: Wednesday, March 21, 2018 at 9am-10:30am. It will be at the ETA Building, room 101.

Data Source: N/A

Action: Jenny will send a calendar invite.

ITEM 8. Adjourn

Discussion: Meeting adjourned at 10:25 am.

Data Source: N/A

Action: N/A

ATTENDEES:

Rick Murrell, SVP, Managing, Tropical Shipping
Chris Flaschberger, General Manager, Walgreen Co.
Michael M. Romaine, Global Supply Chain Leader, Power System Manufacturing
Mark K. Williams, President – Williams Supply Chain Group, Inc. & CFPIM/CPSM/CLTD/CSCP, APICS South Florida Chapter
Michael Banfe, Project Engineering Manager, Lockheed Martin

Ana Sasmiresan, Area Vice President, Randstad US - In-house Services
Kim Allen – Associate Dean
Jenny L. Posadas – Program Director – Palm Beach State College
Lashonda Johnson – Administrative Assistant – Palm Beach State College

Guests:

Dr. Wihbey- Provost Lake Worth Campus
Karen Handy, Academic advisor

Submitted by: Jenny L. Posadas
Scribe

APPROVED