



**Bachelor of Applied Science
Business Partnership Council Meeting
March 13, 2020
8:30 A.M.
CBP 101**

ITEM 1. Welcome Updates, Introductions, Opening Remarks – Dr. Gladney

- Individual Introductions
- Coronavirus (COVID-19) Update

ITEM 2. Department Updates – Dr. Gladney

Advisory Board Roles

- Dr. John Hipps – Advisory Board Chair

Curriculum Review

- Review is looked at in 7 sections
 1. Program Alignment with PBSC Mission, Vision, Beliefs & Goals
 2. Peer Group Program Like this Program Concentration
 3. Student Profile, Program Health Indicators & Job Outlook for Graduates of the Database Administration Concentration
 4. Workplace Expectations Based on Job Descriptions
 5. Mapping Explorer Expectations to the Current Program Learning Outcomes & Courses
 6. Guided Pathways
 7. External & Graduate Perception of the Curriculum
- Each program is classified to see where we are
 1. **New Program:** New programs are programs that are less than 3 years old with few graduates and new curriculum but are on track based on the forecasts provided during the initial program launch. Programs in this stage have an approach to continuous improvement that is in its early stages.
 2. **Improving:** Improving programs are growing programs 3 years old or older that are in early stages of growth and development. There is an established career pathway for students and there are clear targets for program retention and completion. Objective internal and external metrics indicate that the program is improving.

3. **Differentiated:** Differentiated programs are programs that have an effective systematic approach to continuous improvement. The program has unique and innovative signature courses, ceremonies, traditions and events that transform stakeholders into program advocates. The focus of the program is clearly on student Workplace/Marketplace readiness. Alumni Relations, Advising and College Marketing are fully integrated into a programmatic promotional strategy. There are distinctive rituals, ceremonies traditions, and service-learning activities associated with the program. Graduates feel a connection to the college and attribute successful job searches in part to the quality of the program. Industry and Government partnerships exist as appropriate.

4. **Best in Class:** Best in Class programs are programs when compared to other institutions have received public recognition and may have been endorsed and/or accredited by industry recognized Communities of practice CoP. An effective systemic approach is in place and functioning to respond to most continuous improvement challenges. The differentiated approach to program delivery can be independently measured and benchmarked against other programs in class. The program has a significant number of novel best practices that differentiate it. The program is of such quality that it attracts Donors and Grants. Employers actively recruit graduates from the program. Ongoing Internship and Externship partnerships are in place with Industry and Government as appropriate.

5. **Stellar (Exemplar):** Stellar programs are ones that have received public acclaim from both professional Communities of practice (CoP) and employers. An effective systematic approach that is fully responsive to identified continuous improvement challenges is in place. Stakeholders evangelize the program publicly and to various Communities of practice (CoP). Other institutions benchmark against the program. Higher education organizations rank the program as one of the best. There are significant partnerships in place to keep the curriculum current and an active vibrant alumni network.
 - Faculty, Staff, Advising and Advisory Board made decisions and provided input and insight.
 - Assembly of work/panorama is completed mostly by student workers.
 - Dr. Gladney ask for everyone to think broadly about how their subjects are being used and apply that across the entire curriculum.
 - Helpful tools that we use: The Personal Brain; breaks down each concentration by course, textbook, chapters & case studies. Can also look up course and textbook similarities by tying in common words.

Status of New Bachelor of Science Degree Programs

- Present to State Board on April 1, 2020
- Cardiopulmonary Sciences will be ready for Fall 2020
- Human Services now needs more course development

ITEM 3. Honors College proposal - Dr Velmarie Albertini

- Decline to attend meeting.

ITEM 4. Advising – Laura Gainer

Workday (New ERP System) Update

- Workday Student schedule to go live June 15, 2020.
- Vacation blackout dates for Advising staff
- Summer work schedule (May 9th-June 12th)
- Financial Aid (Under Configuration)
- May experience dip in registration due to new Workday Student
- Hilary Ashman showcase how new Workday Student works for the students.

ITEM 5. Department Chairs

Dr. Jones: Writing Across the Curriculum

- WAC combines elements of competing camps in early twentieth century education: progressive educators' concern for "student-centered teaching" and the modern consolidation of disciplinary knowledge. WAC strikes a balance between those two, reflecting John Dewey's vision that "students' use of language must lead systematically from the experience of the individual to the collective experience of the culture as represented by organized disciplines" (26).
- Students are facing new challenges in terms of what they must know in work and civic life. They often think they are looking for vocational training, but they must be prepared for much more complicated demands than job preparation. They must learn abilities that will sustain them through multiple career changes, new roles in marriage and community life, and forbidding political crises in the environment, economy, and social justice.
- Through reading about research, and more importantly through writing and discussing their own writing, they begin to understand concepts like audience and voice, differences between revising and editing, invention techniques, etc.
- Writing skills must be practiced and reinforced throughout the curriculum, otherwise they will atrophy, no matter how well they were taught in the beginning
- Expressive writing and talking would clear the way for cognitive understanding
- WAC proposes a profound change in pedagogy and curriculum, one based not on "delivery of information" (the basis for the ubiquitous college lecture class) but on theories of learning that propose active engagement with ideas and content knowledge.

- In place of this model, WAC presents two ways of using writing in the classroom and the curriculum: writing to learn and learning to write in the disciplines (this latter may also be thought of as “writing to communicate”)
 - a) The purpose of writing to learn assignments—journals, discovery drafts, in class writing—is to use writing as a tool for learning rather than a test of that learning, to have writers explain concepts or ideas to themselves, to ask questions, to make connections, to speculate, to engage in critical thinking and problem solving.
 - i. The teacher serves as a facilitator rather than a judge, responding to the writing by asking questions, prodding for further thinking, or answering questions posed by the writer rather than “correcting” or grading the piece; here, the prose is reader based rather than writer based.
 - b) Helping students to write in the disciplines is not an exercise in formalism and technical correctness; to the contrary, it is an exercise in epistemology.
 - ii. Teaching students to write in a discipline, like using writing to learn assignments in the disciplines, involves having faculty clarify their goals for their classes and think explicitly about how to achieve such goals. Further, unlike the narrow characterization of learning to write in the disciplines in in some programs, we create assignments that encourage students to learn disciplinary discourse can expand students’ notions of audience.
- Since written discourse is central to a university education, the responsibility for the quality of student writing is university-wide
- WAC (at its best) is not about the technicalities of writing—it is not Grammar Across the Curriculum

Professor Hernandez: Mentoring & Upcoming Changes to Our PMI Designation

- Applied for Project Management Institute (PMI) Designation 2 years ago.
- Decided to make changes such as:
 - Moving from a REP into an Authorized Training Center
 - Requiring members to use all their materials and they charge you for it.

- Benefits: Everything is already pre-built; based on more standards which is good for PBSC because we are already aligned with everything that they are doing.
- Professor Hernandez has been volunteering and mentoring students on the Associates side, Bachelors side and Faculty members.
- Apart of Aspiring Male Panthers (AMP), for at risk males to encourage them to stay in school. Help them with their life and career decisions.
- Project Management is the program that is most likely to expand to other campuses.
- Currently have an issue with equality. Looking at how to improve this issue.

Dr. Tiggie-Stephenson: Health Management Program Certification and New Honors Society

- Looking to become members of AUPHA (Association of University Programs in Health Administration) for Health Management.
- This membership will allow us to promote our health management program, connect, share and have more access to information for our health management students.
- If we become members, we will become members on the associates level.
- Once we come members, we will have the opportunity to start our own honor society chapter UPD (Upsilon Phi Delta).
- To become a member, students much have a 3.5 GPA and 18 hours of credit work completed.
- \$100 Annual Fees
- **There are currently no state colleges that are members. Not even in the state of Florida.**
- FIU, FAMU, and UCF are the only University's that are members now but **NO STATE COLLEGES.**

Dr. Capers: Campus Labs; How E-Measure Program Process

- We determine the effectiveness of what we are doing by measuring program progress.
- There are 4 concentrations that we must evaluate in terms of performance
 - Entrepreneurship, General Management, Health Management & Project Management
- We measure our program progress and efficiency based on how our student's ability to demonstrate efficiency as it relates to the program learning outcomes.
- One of the tools that we utilize to evaluate our program is the Peregrine Academic Testing.
 - Assess retained knowledge of student using nationally normed instrumentation
 - Students are tested in 12 areas
 - Provides a comprehensive approach to program level assessment
- Our students are compared to all ACBSP Schools in our Region, all ACBSP Accredited Schools in the U. S. & all ACBSP Accredited Schools Internationally
- The Data can be analyzed in several ways, for example:

- Leadership is assessed in 8 different areas: Leadership Style, Building and Leading Teams, Typed of Leader Power Employee development, Motivation and Rewards, Leader Expectation, Leadership Traits, and Model of Leadership
- This level of detail analysis allows us to determine specific areas where students are having difficulty and focus our improvement efforts in those areas.
- Data Analysis from the Peregrine Exam is used to determine where and how we can improve our programs; used to comply with ACBSP Accreditation Standards; Compliance with SACS requirements; Identify areas that are problematic for students and Continuous Improvement
- Results of the Peregrine Testing are entered Campus Lab Compliance Assist Campus Lab Allows for:
 - Assessing Student learning and Success
 - Manage Program Review and Accreditation
 - Access Academic Performance
 - Manage Strategic Planning efforts
- The gold is to meet or exceed result for all ACBSP institutions; Results for all ACBSP accredited Institutions & Result of PBSC. If Targets are not met, Improvement Plan must be developed, and we must report result of improvement plan in the next cycle.

Dr. Blair: Internship Program Update – Scholars Club/Honor Society Updates

- The plan for Internships is to create an online course, most likely using material from Pearson on Career Development. This will allow the Internship course to take advantage of Internships in other Counties, States and Countries.
- Bachelor’s Scholars Club under the leadership of Dr. Tina Collins now have 72 members with significant participation in Student Activities. The Delta Mu Delta Induction Ceremony is planned for April 22, 2020 at 6:30pm.



Next Meeting (Day & Time TBA)

Attendance

Don Gladney	David Talley	Catherine Cullen	Veronica Vidal
Pete Martinez	David Gossman	Robert Jones	George Charles
Zara Roach	Michele Tiggie-Stephenson	Roger Blair	Caroll Capers
Hector Hernandez	Kerry Enfinger	Theo Owusu	Jehu Chong
Laura Babooram	Laura Babooram	Hilary Ashman	Mily Milagros
Charmaine Williams	Levi Cooper – Student		

Charmaine Williams, Scribe

cc: Minutes Distribution List