***Minutes***

School of Business & Technology Advisory Committee Meeting

Dr. John Meyer, Dean

April 12, 2012 at 7:30 AM in U-120

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| --- | --- | --- |
|  | Present | Business Affiliation |
| **ESC Administration** |  |  |
| John Meyer | x |  |
| **ESC Faculty** |  |  |
| Munir Al-Suleh | x |  |
| Alisa Callahan | x |  |
| Andrew Blitz | x |  |
| Leroy Bugger | x |  |
| Vincent Butler | x |  |
| Scott VanSelow | x |  |
| **ESC Staff** |  |  |
| Lisa Dick | x |  |
| Charlene Wolfe | x |  |
| Michelle Zamniak | x |  |
| **Committee Members** |  |  |
| Patricia Halpin | x | Dunkin Brands |
| Mike Lohr | x | Johnson Engineering |
| Patricia Bell | x | Century Link |
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| --- | --- | --- |
|  | Present | Business Affiliation |
| **Committee Members** |  |  |
| Kyle Armstrong | x | Arthrex Manufacturing Inc |
| Anthony Pignataro | x | Lee Memorial Health Systems |
| Juan Padin | x | JEP Design Group |
| Ken Buschle | x | GMA Architecture |
| Mark Haines | x | Stantec |
| Doug Adams | x | Florida Stair Works |
| Debbie Jordan | x | Event Planner |
| Jesslyn Woolsey | x | High Tech North |
| Martin Haas | x | Entech |
| Kyle Cebull | x | Entech |
| Jennifer Sutton | x | WCI Communities |
| Ramon Socristan | x | JLT Architecture |
| Dalton Moraes | x | ATOS Origins |
| Salah Issa | x | ATOS Origins |
| **Attendance** |  |  |
| ESC | 10 |  |
| Advisory Committee | 17 |  |
| **Total Present** | **27** |  |

Meeting called to order at 7:30 AM

**Edison updates**:

Dr. John D. Meyer was officially named Dean of the School of Business and Technology. He gave some introductory remarks and stressed the importance of the committee’s contribution.

**Breakout Session, Business, Accounting, Hospitality**

Prof. Callahan reported the following and facilitated discussion

**Programmatic updates**:

* New Business Finance class (FIN2001, Principles of Finance) has been added as a degree requirement to the AS business degree program.
* Committee also discussed the importance of “soft” student life skills. The Committee discussed the possibility of similar concepts in more classes. The committee felt that students need more ethics before the end of high school and work ethic and accountability needs to be embedded into more course descriptions/syllabi. More soft skills and communication skills training have been added to SLS1331.
* Business Math – starting in Fall 2013, MTB 1103 will be a prerequisite to FIN 2100
* AS programs will incorporate a Capstone exit exam in Fall 2013 to comply with state frameworks. Edison will now be able to use data from the exit exam for comparative analysis to effectively map program outcomes and learning objectives.
* Professor Callahan explained how GloBus works in the Capstone class as team competitiveness in the real world.
* AS degrees will go from 64 to 60 credits in Fall 2014 which matches an AA degree. This will expand transfer credits and degree route of students
* QuickBooks is proposed for addition into the AS Accounting Curriculum

**Industry certifications**:

* The Committee discussed the possibility of a combined sales and marketing certificate and agreed that skills offered in this certificate would add to the soft skills training for students
* Halpin suggested Certified Franchise Executive. She suggested contacting the International Franchise Association and offered to find a contact to explore this possibility
* Entrepreneurship certificate anticipated to begin in Spring 2014
* Project Management Certificate anticipated to begin in Fall 2013
* The Committee agreed that articulation agreements are very important to students in addition to industry certificates

**Internship program**: Professor Callahan gave an overview of Edison’s internship program

There being no further business, the business breakout was adjourned at 9AM

**Breakout Session – Computer Technology Program**

Prof. Vanselow presented and facilitated

New committee members introduced themselves

Vanselow recruited some potential adjunct professors and expressed some need to help develop a Project Management course.

Vanselow mentioned the state framework for the networking

New courses approved – wireless, project management, security for use in both: AS, Programming and AS, Networking

Extensive list of industry certifications that have approved for articulation in hopes of recruiting and ESC is in the process of determining which certifications match with which of our classes.

He mentioned his website and the development of the School of Business and Technology Website

Prof. Blitz spent some time discussing his move towards developing virtual college Windows 8 - Client Server 2012. No longer be tied to a classroom. We would like to offer more fully online courses. Currently we offer a hybrid course “blended”.

Committee members asked some questions about the virtualization. Mentioned it would be useful for students to collaborate virtually as well. They find this very useful in the work environments. Committee mentioned the skills needed for virtualization. Communication Teamwork Writing Skills; students will benefit from this now in their courses and be better prepared for the workplace.

Blitz discussed the format of the virtual courses. Committee asked about the access of Gen Ed requirements

Online and how do you work on “soft skills” when you never see a student in courses. Blitz responded the discussion threads helped with this and the other benefit is students can learn at their own pace. Video and audio web conferencing is available as well as high accessibility to professors. The exciting part of virtualizing is the lab portion that can stay current with industry…server in a box.

Are the tuition costs the same? Yes, but we can adjust lab fees.

Fall Office 2013 and Windows 8 – Students can acquire a subscription for an affordable price to support with their coursework. This will eliminate the issues of students having different versions of Office and Windows.

**Open Input from Committee:**

**Upgrades…**

Large Customer environment: Change is conservative because of the ramifications of “crashing” you have to be 100% sure it will work.

Smaller Office 50/50 old and new - Some clients are still with XP and some clients upgraded.

**Hardware has caught up…**

Globally other companies do not have the luxury to update their hardware and software and we still have to provide support. Internationally some countries have not caught up.

**Students need to know the old stuff as well as cutting edge technology.**

Huge push towards mobile devices and there is need to support that. Lee Memorial shared all the new things they are doing with this. Security was discussed…

BYOD :) bring your own device but they can only support certain hardware.

The committee stressed the need to create ***Joint Venture Programs*** between the college and the corporations for the development of mobile apps if we build it…it becomes cheaper for the community at large it forces students to connect with the workforce, makes their work practical, builds soft skills. This would help students and local companies.

Advice of the committee is to focus more on mobile device development

A very robust conversation ensued among committee members and faculty about the needs of the technology workforce.

There being no further business, the breakout meeting was adjourned at 9:00 AM.

**Breakout Session – Architecture/Civil Engineering:**

**Introduction**

* Advisory committee members introduced themselves.
* There are currently three adjunct, and one full-time faculty members. Adjunct faculty members are: Professors Proverbs, Montoya, and Pak. The full-time faculty member is Professor Al-Suleh.
* There are two degree programs.
  + Architectural Design and Construction Technology
  + Civil Engineering Technology

**Updates**

* A capstone course has been added, at the recommendation of the advisory committee. This course will be offered next Fall.
* Software options were discussed. Autodesk Civil 3D, ArcView (GIS), SolidWorks, and MS Project
* Courses for this program will be offered at Collier, Charlotte, and Hendry/Glades campus in addition to the Lee Campus.

**Industry Certifications**

* The following industry certifications were discussed.
  + LEED Green Associate (GA)
  + Autodesk Certified Professional – AutoCAD
  + Autodesk Certified Professional – Civil 3D
  + Certified Survey Technician (CST)
* It will take two courses to prepare students to take the LEED Green Associate exam. The first course for preparation is the current sustainability course. The second course will need to be developed and added to the curriculum. The committee was asked if this certification would be something that would help our students gain employment. The committee discussed that LEED building materials are somewhat cost prohibitive for their clients. It adds about 20% to the overall building cost. It was discussed that the course could be called sustainability design instead of LEED. LEED, however, is recognized within the profession and is valuable. Professor Al-Suleh informed the committee that there were grant opportunities with regard to sustainability, as well.
* The Autocad Civil 3D certification exam will be easier to prepare students for, as the coursework is already built into the curriculum.
* Certified Survey Technician certification shows an employer that the student has the initiative to prepare for such an exam. Some committee members felt that this certification would be helpful.
* The committee agreed that GIS is important. It is a big advantage, as employers don’t often see employee candidates with a combination of knowledge in both surveying and GIS. The College currently has twelve licenses of GIS, but can upgrade to thirty. In the urban planning field it is important to have GIS knowledge.

**Future Goals for the Program**

* The program currently has a 3D printer, and the committee discussed adding a certificate in manufacturing; which would further utilize the printer. They also discussed that there were no such certificate programs available in the area, at this time.
* Kyle Armstrong, a representative from the Arthrex Company and a committee member, shared a prototype for a medical device; which had been developed at his company. His company is currently developing two to three new products per year. He further explained how important 3D manufacturing is to companies such as Arthrex.
* Advisory Committee members gave valuable input concerning growing the Internship Programs for Civil Engineering, as well as Architectural Design and Construction students. Committee members also discussed Program Assessment; as well as ways to increase enrollment overall and increase course offerings on the Collier, Charlotte, and Hendry/Glades campuses.

There being no further business, the breakout meeting was adjourned at 9:00 AM.