



Advisory Board Committee Meeting Notes

Date | time 4/19/2016 5:30 PM | *Meeting called to order by* Marta Przyborowski

In Attendance

Tonya Jones, Valpak	John Bittrich, Meri M. Stockwell, LLC.
DeAnna Marshall, City of Tampa	Jill Flansburg, St. Petersburg College
Barbara Grilli, City of St. Petersburg	Vikki Dingman, CareerEdge Funders Collaborative
Mark Dalton, City of St. Petersburg	Susan Garrett, St. Petersburg College
Glen Ross, Bausch + Lomb	Kaitlyn Sussex, St. Petersburg College
Patricia Collins, PSTA	Sondra Seiter, St. Petersburg College
Brent Barkway, Pinellas County Economic Development	Chinyere James, St. Petersburg College
Becky Burton, BAMA	Mark Quinzi, St. Petersburg College
Jerry Kilty, Quality Management Solutions, Inc.	Marta Przyborowski, St. Petersburg College

Program Updates

Board Vacancies:

- Theresa Webb (Hillsborough County Aviation Authority) has accepted a CPO position with the City of Delray Beach. The Procurement Department at HCAA wants to continue their connection to program and have a board presence. We hope to have Theresa's counterpart join us at the upcoming meeting.
- Ron Jargaon (Duke Energy) has accepted a position out of state and is no longer with Duke Energy.
- We wish them both much success in their new positions!

Manufacturing & Supply Chain Job Fair:

- Held on March 23, 2016 (SPC's EpiCenter).
- 15 Employers, 4 Staffing Agencies and 4 Professional Organizations were present.
- 90 job seekers attended the event.
- We have received great feedback from employers pertaining to quality of event and caliber of job seekers. A number of our students are being considered for open positions/internship opportunities.
- Our goal is to host 2 Manufacturing/Supply Chain specific job fairs per year (Spring/Fall). More information to come.

Program Participants:

- As of March 31, 2016 – 227 students have taken part in program.
- Our Goal is to reach 333 by March 2017.

Certification Results

- 245 SCPro Fundamentals Industry Certifications have been awarded to program participants.
- 132 students have obtained certifications.
 - Many students have earned more than one certification.
 - Our goal is to reach 267 students who obtain a certification by March 2017.

Employment Data:

- We have started reaching out to our employer partners to obtain employment/wage/promotion information for their respective program participants. All information provided is confidential and will not be personally identifiable as per FERPA requirements. The reports to DOL will consist of overall metrics.

- **Mathematica** – Our 3rd party grant evaluator, Mathematica, has requested the speak with 1-2 of our employer partners to find out about their level of involvement in the LINC Program. The phone interview would take no more than 30 min. (Barbara Grilli and Tonya Jones have volunteered to assist – Thank you!)
- **LINC Connect** – The marketing group for the consortium has developed a new recourse called LINC Connect that utilizes LinkedIn to connect students with employers in order to fill open positions. LINC Connect is a closed group on LinkedIn for students who have earned SCPro Fundamentals certifications. The information pertaining to this new tool has been shared with our students.
- **Monthly Newsletter** – We have started a monthly newsletter, which students receive via email, that details all relevant information pertaining to program (classes, hot jobs, upcoming workshops, job fairs, etc.). This tool allows us to stay connected with our students and provide additional career assistance to those who seek this service.
 - **Employer Partner Newsletter** – We have also created a newsletter geared to our employer partners/communication organizations. The Advisory Board members will be added to the mailing list for this newsletter.
- We invite Board members and other Employer Partners to share current Job Postings with us. Information will continue to be shared with our students.

Upcoming Classes:

- The schedule of upcoming classes was reviewed and the registration numbers for each class were provided to the committee. Your support in sharing the program/class information with your colleagues/interested parties is greatly appreciated.

Industry Partnerships

Industry Tours:

- During the past 3 months, LINC Program students had the opportunity to tour Great Bay Distributors, Monin Gourmet Flavorings (manufacturing – part of SME tour) and Valpak. The feedback from the tours has been tremendous, allowing students to made direct connections between program content and company operations.
- **May 14, 2016** – LINC Program students will have the opportunity (in partnership with BAMA) to tour Port Tampa Bay.
 - If you would like to join us, please register at: <http://www.bama-fl.org/event-2210267?CalendarViewType=1&SelectedDate=5/29/2016>

Guest Speakers, Internship and Mentorship Opportunities:

- **Guest Speakers** - A big Thank You to our partners who have participated in our guest speaking opportunities. The feedback from students has been great; students were able to attain more industry/career insights. Please let us know if you would be available to address our students during brief 15-30 min. sessions as part of our upcoming classes.
- **Internships** – 1 student is currently participating in an internship opportunity at Monin; 2 students are going through the interview process for an internship opportunity with the City of St. Petersburg (thank you to our partners who are able to provide such valuable experience). Please contact us if you are interested in starting an internship program at your organization.
 - CareerEdge Funders Collaborative has an Internship Reimbursement program that employers can apply for.
 - Interested employers can contact Vikki directly to discuss programs in more detail.
 - Email: vdingman@actualhrsolutions.com
 - Phone: (407)341-9519
- **Mentorships** – We are fortunate to have a few of our instructors who act in a mentorship capacity for select students. We have received additional requests from students in regards to this resource. Please let us know if you would be interested in participating in a mentorship opportunity. The mentorship can be tailored to fit your schedule and availability.

Curriculum Updates

Desire to Learn (D2L) Learning Management System:

- We had to postpone the D2L illustration until our next meeting.

Business Administration Associate in Science Degree:

- The BUS-AS Degree will now include a brand new subplan in Supply Chain Management (fully approved). Classes will be offered starting with the fall 2016 term.
- The new supply chain courses will contain embedded SCPro Certifications.
 - **The new subplan consists of the following:**
 - [MAN 1590](#) Supply Chain Practices
 - [MAN 1500](#) Supply Chain Operations
 - [MAN 2571](#) Supply Chain Planning
 - **SUBPLAN ELECTIVE COURSES (SUP)**
 - [GEB 2940](#) Business Internship OR
 - [MAN 2582](#) Introduction to Project Management
 - Please visit the following website to obtain additional information pertaining to the entire BUS-AS at <http://www.spcollege.edu/BusinessAdminAS/#tab=1>.

A **Supply Chain Management Certificate** has also been fully approved. The 18 credit hour for credit certificate will consist of six courses.

Upcoming Events

- **Career Workshops** – We have scheduled and conducted a number of career workshops for students. Career workshops pertaining to Resume, Interview, Networking, LinkedIn will occur on a regular basis.
- **Employer Open House** – We are planning to host an Employer/Community Organization Open House on June 14, 2016 at 5:30 PM (EpiCenter) for organizations to learn more about the LINC Supply Chain Management program. More information will be forthcoming.
- **Employer Spotlights** – We are planning to host Employer Spotlight sessions on a bi-monthly/quarterly basis for students to network directly with the employer, obtain career information, and learn more about the respective company. More information will be forthcoming.

Additional Announcements

- The Workforce Institute at St. Petersburg College now offers hands on **Drone** classes. Next class is scheduled on Saturday, April 30 from 8:30 AM to 3 PM (EpiCenter). The cost is \$69. Please contact Fred Tucker if you would be interested in attending at tucker.fred@spcollege.edu or at 727-791-2409.
- **2016 International Town Hall** will take place on **Friday, May 6** at Port Tampa Bay. The LINC program will have a table at the event. The event is hosted by the Tampa Bay Export Alliance, which is a cooperative effort between Pinellas County Economic Development and the Tampa Hillsborough Economic Development Corporation. Please visit <http://www.tampabayexportalliance.com/international-town-hall-2/> to obtain more information.
- **BAMA** – Becky Burton has created an events calendar where other organizations can list their respective industry events. The events calendar can be found on the BAMA website at <http://www.bama-fl.org/otherevents>. Please contact Becky for additional information at becky@bama-fl.org.
- **Florida TRADE** – In partnership with SPC & BAMA, Florida TRADE will be hosting a “How to Write an Internship Program for Your Business” on Thursday, May 19 at 7:30 AM. If you would like to attend, please register online at: WWW.BAMA-FL.ORG

Next Meeting

Please Save the Date. Next meeting will take place on:

DATE: Tuesday, July 12, 2016

TIME: 5:30 PM

LOCATION: Valpak

We will see you in July!