

**COLLEGE OF COMPUTER AND INFORMATION TECHNOLOGY
ADVISORY COMMITTEE MEETING**

DATE: April 20, 2011 from 8:00 – 9:45am

Members in attendance:

Harold A. Schomaker (Chair), Dr. Sharon Setterlind (Dean), Gary Abernethy, Bill Barzen, Dan Brown, Joseph Cuenco, Susan Biszewski-Eber, Mike Gordon, Shane Hamilton, Nathan Heinze, Holly Hoopes, Therezita K. Ortiz, Chris Paul, Chrissy Risberg, Brad Yourth.

Topic	Discussion/Recommendations	Action
Welcome/ Introductions	5 Advisory Committee Members (ACM) 8 CCIT Faculty + Dean (FAC), 1 SPC CCIT Staff	Two new Advisory Committee Members introduced.
Approval of past minutes	Minutes were not approved as there were not enough ACM for a quorum.	Minutes to be approved next meeting.
Attendance	Only two ACM's sent regrets, all other ACM's confirmed meeting. A discussion ensued as how to encourage attendance.	The Chair will contact all ACM's personally to confirm best time/place for meetings, clarify subcommittees and inquire of ACM interest and commitment.
Subcommittees	Discussion ensued regarding specifics of subcommittees, deadlines, membership, leadership and effectiveness of using Google groups. .	Membership in all committees will be posted, delineation between subcommittees will occur, deadlines will be assigned. C. Paul and D. Brown accepted responsibility for leadership of two of the subcommittees.
CCIT Update	A. Rationale for a strong Advisory Committee was reiterated. Discussion regarding how to involve ACM in CCIT. B. Marketing CCIT programs to community, specifically minorities & females.	A. Copy ACM's on emails regarding curriculum changes, make syllabi and textbooks available for review to see if content is congruent with current market trends as seen by ACMs. B. Dean will be meeting with SPC marketing to develop plan. Also, use of Tampa Bay Tech Forum events, i.e. Cool tech.
Internship Report	Internship coordinator reported 71 interns successfully placed and completed. Web site and Blogs activity high.	No action.

Date of Next Meeting	SPC Breakfast for ACMs will be held in October. Discussion ensued regarding another meeting date prior to the fall.	To be determined by Chair after making contact with ACMs
Adjournment		Adjourned at 9:55am