CCIT Advisory Committee Meeting
Wednesday, October 25, 2017

Members Present:
Keith Archibald, Dan Brown, Dan Doyle, James Farley, Tony Francisco, Muslim Gadiwalla, Stephen Marcinek, Chris Paul, Scott Talcott

Members Absent:
Cindy Brown, Joseph Cuenco, Sonia First, Mayra Harley, Ryan Platt, Harold Shomaker.

Other Attendees:
Sandra Beck, Susan Biszewski-Eber, Karen Bogues, Terri Dobson, John Duff, Dawn Ellis, Michael Gordon, Shane Hamilton, Nathan Heinze, Holly Hoopes, John Long, Dee Mortellaro, Chrissy Risberg, Richard Smith, Lenore Swaim, Brad Yourth.

Meeting called to order - 7:40 am

Approval of Minutes
Minutes from the May 24, 2017 Advisory Committee Meeting were approved unanimously.

New Skills at Work Grant
Karen Bogues – Project Manager and Dee Mortellaro Career Outreach Specialist gave an overview of the Tampa Bay New Skills at Work Grant (TB-NSAW). The TB-NSAW is funded by a grant from JPMorgan Chase as part of an initiative to help students develop the skills needed to compete for high-wage jobs. Chase sees a unique opportunity to fill a gap between employers and recent graduates. TB-NSAW is a partnership between SPC and Tampa Bay Tech forum (TBT) to connect IT graduates with jobs in the Tampa Bay Tech industry.

TBT has already identified employers interested in participating in this grant. Employers will drive the process by identifying skills they seek in new employees. Some skills employers have already indicated graduates are lacking:
- Awareness of why they are pursuing a career in technology
- Ability to work with a team
- Professionalism
- Soft skills

Employers will be participating in leading workshops on industry practices and expectations, and will host students in immersive activities designed to increase confidence and gain knowledge of the environment of Tech companies.

SPC will be leading the grant, but all colleges and universities in the area, USF, UT and HCC for example, will be invited to join the program. Karen and Dee will be meeting with Deans from other colleges starting this week. Other colleges who come on board with the grant will replicate what SPC has put in place.

Karen and Dee will be contacting December 2017 graduates of SPC to build awareness of the program. When the graduate responds they will then participate in a mock interview to make sure they meet the requirements to participate in the program. Students can also find out about the program on the Tech Community Connection.

Some specifics of the program are:

- **TechCamp** which will replace the Exploratory Labs offered in the past few years. This improved offering will focus on skills and preparation for jobs in the tech industry rather than the broad introduction to technology offered by Exploratory Lab. Sessions will be offered nights and weekends to better accommodate students' schedules. There will also be a 40 hour week long camp in the summer.

- **Cohorts** students will work together as a cohort to support each other.

- **Workshops** will be held on communication and the role of teamwork in IT companies.

- **Skills** students will demonstrate skills through hands on experiences and portfolio development.

- **Relationships** employers will have the opportunity to develop relationships with students.

Faculty can be involved by passing on any feedback you receive from students about their job searches. And by forwarding the letter Karen sent you on to your students.

Advisory Committee can help by:

- Let TBT know you want to participate
- Hold mock interviews
- Lead workshops
- Teach new skills

TBT will talk about grant at November 10th event.

Dan Doyle asked if there was success criteria or milestones that needed to be met?

Karen answered there is a set of measurable goals:

- 100 employers engaged in the NSAW
- 125 students signed up for TechCamp
- 600 students touched

Karen and Dee are also responsible for quarterly reporting on the progress toward these goals.

Charter Membership Responsibilities
Some of the Advisory Committee membership responsibilities are:

- Attending Capstone in Fall and Spring
- Scholarship reviews
- Attending meetings

Sharon plans to speak to members about the time, energy and willingness current members have to invest in the committee. She will use this information to possibly pare down the current membership. Sharon is also looking to add to our membership. Because of her involvement with TBT, she has been receiving a lot of inquiries about becoming a member of the CCIT Advisory Committee.

If you need a copy of the CCIT Advisory Committee Charter please contact Terri.

Capstone
Fall Capstone presentations will be held Monday, November 27th and Tuesday, November 28th from 6:00 until 9:00 pm. Terri will send out an Outlook invite so everyone can add it to their calendar.

Holly Hoopes recently sent a student straight to Chris who needed to complete his CIO interview assignment for the Capstone. The student had trouble finding a CIO to interview. The Advisory Committee Members stated they are happy to help out and be interviewed by our students.

Apprenticeship Grant Update
The Apprenticeship Grant is funded by the Department of Labor. It is a 5 million dollar grant over 5 years. There are 3 colleges involved in the Apprenticeship grant, FSU, Broward and SPC. Susan has secured the first Apprenticeship in the state in manufacturing.

Once a company becomes a registered apprentice they will be paid $1,200 per apprentice over a one year period according to milestones. There is a person with the grant who will fill out the paperwork for the company. Current evaluation standards of the company can be used. If the apprentice does not work out the company can let them go. Many IT companies have the employees recruited away from them once they are trained. The apprenticeship model is proven to retain the employee longer.

Once the student completes their apprenticeship they will receive an apprenticeship certification which can transfer to any other state in the country.

Currently Susan is working on an IT Apprenticeship with NetWolves. Every semester NetWolves uses 3 of our interns and hires 1 of them. Then they spend money to train them. Netwolves is already doing what the apprenticeships cover so they could be receiving $1,200 per apprentice if they sign up.

In addition Susan would like to have SPC become a Registered Apprentice Sponsor. Sharon brought the idea to Dr. Cooper and she loved the idea. Employers would contact SPC if the college were to become a Registered Apprentice Sponsor to hire an apprentice.

How can the Advisory Committee help? Contact Susan about using an apprentice at your company. You would receive $1,200 per apprentice.

Review of Goals for 2016-17

- Additional Videos – we only had 2 or 3 and we need more. Please contact Chris, Sharon or Terri if you are interested. *Please* Volunteer!
- Outreach – this is very critical and Sharon does a great job.
    - Committee members are well connected and need to take advantage of those connections.
    - Get the word out about NSAW.
    - Encourage others to attend Capstone.
    - Host a table at an event.

    Steve Marcinek asked that we create the email for committee members so they can easily forward it to contacts. CCIT needs to make it easy for committee members to take advantage of their connections.
- Scholarship Review – please volunteer, it is not a large time commitment.
- Capstone – group does a great job in this area everyone is active and engaged.

Goals for 2017-18

- Internships - Partner with CCIT on internships. Place students in your company as an intern. Reach out to contacts to place students. Internship can be project based**.**

Richard Smith is the new Internship Coordinator for CCIT. Generally 30-55 students are placed a semester. Internship is 180 hours and can be full or part time. If student completes hours and employer still needs help with a project student can contract with employer.

- Apprenticeships – Internship with Advisory Committee can move into Apprenticeship
- Support NSAW – teach a class or participate in outreach
- Involvement in SPC - participate in college events

Miscellaneous

Melitta Warehouse Sale – Friday and Saturday, November 3rd and 4th at Melitta building next to EpiCenter. Arrive 10:30 am or later at front door say you know Chris Paul and you will receive additional 10% discount.

Next Meeting

The next Advisory Committee Meeting is tentatively scheduled for Wednesday, February 21st at 7:30am. Terri will send out an invite as soon as the date is confirmed.

Meeting adjourned – 9:20 am