Special Meeting
CCIT Advisory Committee
Wednesday, January 25, 2017

Members Present:
Keith Archibald, Dan Brown, Alberto Contreras, Joe Cuenco, Tony Francisco, Muslim Gadiwalla, Mayra Harley, Steve Marcinek, Chris Paul, Ryan Platt, Scott Talcott.

Members Absent:
Dan Doyle, James Farley, Sonia First

Other Attendees:
Sandra Beck, Terri Dobson, Susan Biszewski-Eber, Dawn Ellis, Nathan Heinze, Holly Hoopes, John Long, Chrissy Risberg, Sharon Setterlind.

Meeting called to order - 7:45am

Introductions
Since there are new members Sharon asked that everyone introduced themselves.

Approval of Minutes for September
Minutes were approved by all with one change Mike Dunleavy is the CEO not CIO of DigiGone. Mike has taken a leave of absence from the committee at this time.

From the State Level
The state is looking at a moratorium on Bachelor's degrees at the Community College level to keep the percentage at 15%. St Petersburg College is at 13.5%.

It was asked what happened to the 10K BAS degree. Most colleges cannot offer the 10K degree so it is basically non-existent. CCIT can only offer it using scholarship monies.

Career Expo
Companies will host a table with recruiters and mentors for the event.

Format
- 4 separate stages with 4 different topics on stages at the 4 corners of the room.
- After short keynote at each stage (different times) panel would then be available at tables.
- Offer both High Level (CEO) info and low level info (hiring or recruiting person).
- Maybe hold a resume writing event prior to event from 5 – 6 pm.
- Advisory Committee Members have recruiters from their companies attend – it was suggested that the college relies on the Advisory members to help us to recruit more people. Each member should bring their recruiter and 1 more from another company to the

event. Use list of top 20 companies in Tampa and decide who each member will contact.
Steve Marcinek to help.

Capstone Case Studies

Sharon asked that each member develop a case study for the Capstone. The case study can be real or created using your company or another and should cover a real whole business issue with IT involvement.

Requirements
- Company background
- Detailed description of challenge
- Description of Business process
    - Business process impacted
    - Identification of work product resulting from business case (for example recommendation or budget solution)

The case studies are changing from the Harvard Business cases because they are too old. The Capstone course needs to be using up to date information. The case studies being used should not be from 2002, if courses that old are not accepted for the 21 lower level technical credits required for admission into the program.

Though each member is being asked to create a case study, it is not expected for the business to have any involvement. Previous case analysis can be used for the case study. (That is what Chris used.)

If the students have questions they can research like companies with similar issues.

- Students need to make assumptions
- Students need to use critical thinking
- Students need to be involved
- Presentation will be evaluating the team and each member's involvement

Case studies are due no later than Tuesday, February 14th in order to be added to course shell by Sandra. There are 16 case studies needed and 11 were either promised or already received. Five more case studies will be needed. Chris will contact Dan Doyle and Sharon will contact Sonia First to ask for case studies.

Miscellaneous

Sharon will email group asking for recommendations for a new Administrative Assistant to replace Lynn.

Chris asked that you email him if you have suggestions for panel members for the Career Expo.

Meeting adjourned – 9:35 am