

MINUTES
Committee for New Programs – Strategic Planning
April 28, 2009
2:00 PM – 3:45 PM
TC 427, Lake Worth

Attendance:	Rob Gingras <input checked="" type="checkbox"/>	Gwen Nicholson <input checked="" type="checkbox"/>
Lydia Duffey <input checked="" type="checkbox"/>	Libby Handel <input checked="" type="checkbox"/>	Ginger Pedersen, Chair <input checked="" type="checkbox"/>
Paul Friedman <input checked="" type="checkbox"/>	Diana Krause <input checked="" type="checkbox"/>	Dave Wells <input checked="" type="checkbox"/>
Laura Gainer <input checked="" type="checkbox"/>	Clarisse May <input checked="" type="checkbox"/>	
Kathy Gamble <input checked="" type="checkbox"/>	Jessica Mrozek <input checked="" type="checkbox"/>	

ITEM 1. Welcome and Introductions

Discussion: Dr. Pedersen had all the committee members introduce themselves and provided an overview of the committee’s responsibilities. She reviewed the revised mission, vision, beliefs and the new goals and objectives for the College as part of the strategic plan.

Data/data source: (where appropriate): Strategic Plan
http://www.pbcc.edu/documents/Institutional_Research/documents/strategicplan_09-12.pdf

Action: Informational Only

ITEM 2. Approach to Identifying New Programs/Ideas for New Programs

Discussion: The committee reviewed the data packet that was developed through the College’s data service, EMSI. Top needs for PSAV, Associate level and Baccalaureate level programs were reviewed as to if the college already offered the program (Table 1). In addition to looking at data on existing occupations, the committee should consider emerging fields and technologies. As the result of a lengthy discussion, the committee’s ideas for new programs not identified in the data are presented in Table 2. Dr. Pedersen will conduct some preliminary research as to the need for these programs. Many are at the CCE level and could be responded to very quickly.

Data/data source: (where appropriate): EMSI Data -
http://www.pbcc.edu/documents/academic_services/report_for_new_programs.pdf

Action: Research new ideas for programs from the committee

**Table 1
Top Needs from EMSI Data Not Offered by PBCC**

PSAV	Associate Degree	BAS/BS Degree
Security & Fire Alarm Installer	Veterinary Technology	Accountants and Auditors
Fitness Trainer	Medical Laboratory Technology	Elementary School Teachers
Computer/ATM Repair	Civil Engineering Technology	Computer Software Engineer
Court Reporting	Physical Therapy Assistant	Network Systems Analyst
Travel Agent	Industrial Engineering Technician	Computer Systems Analyst
	Forensic Lab Technician	Personal Financial Advisor
		Secondary School Teachers
		Loan Officers
		Middle School Teachers

**Table 2
Table of New Program Ideas from the Committee**

CCE	PSAV	Associate Degree	Advanced Technical C.	BAS/BS Degree
Green Construction	Sterile Lab Tech	Digital Media Tech & Gaming	Forensic Accounting	Accounting
Nurse Legal Consultant	Marine Mechanic	Insurance	Forensic Computing	Business
Funeral Counseling	Waste Management	Alternative Energy (Biofuels, Wind, Solar)	E-Commerce	Applied Engineering
Grant Writing	Phlebotomy	Physician Assistant		Nursing
Technical Writing	Security License Levels			Biotechnology
Personal Aide				
Events Coordination/Planning				

ITEM 3. Timelines and Deadlines/ Preparing the Action Plans

Discussion: The committee will meet June 16 and discuss what programs we would like to choose for recommendation in the action plan. The idea is to include a “top 10” list of programs to the administration. The formal action plan would then be developed. The committee itself is not empowered to implement the new programs; programs that are approved will be implemented at the campus. Committee members are welcome to be a part of the implementation process.

Data/data source: (where appropriate): Action Plan Template

Action: Informational only

Meeting Adjourned 3:45 PM

Submitted by:

Ginger Pedersen, Scribe