Program name: Fall Program Advisory Committee meeting

Chair: Deanna Davies

Date: 2022-12-02

Attendees: Deanna Davies, Louis Savard, Cynthia Egbunonu, Patrick

Meeting Summary:

Prepare a meeting summary to put it in a minutes of meeting:  
This meeting discussed the Fall Program Advisory Committee meeting and the metrics of the program. It was noted that the program has grown significantly since it began five years ago, with 28 part-time faculty members, 100% international students, 61 students in Cornwall, and 133 students enrolled in the program total. It was also noted that the program is 90% international and 10% domestic, with 65% female and 35% male students, and students from all over the world. They also discussed the importance of the portfolio and making changes to the capstone program. The group discussed the need for project management skills in the IT industry, as well as the importance of communication and stakeholder management. They also discussed the need for professionals to be able to communicate with different generations, as well as the need for more documentation in the workplace. The conversation then shifted to the impact of COVID-19 on students and the need for empathy and emotional intelligence in the workplace. Finally, they discussed the trends and opportunities related to the remote work and stakeholder management, as well as the need to help students manage their time and balance work and school.

Main Items Discussed in Meeting:

- Fall Program Advisory Committee meeting and the metrics of the program

- Increase in project management students for the winter of 2023

- Importance of inclusivity and belonging

- 24-hour event with teams from Jakarta, Holland, South Africa, Kingston, and Cornwall

- Symposium hosted by students for students

- 65% female and 35% male students

- Students from all over the world

- Changes to the capstone program

- Trends and opportunities related to the remote work and stakeholder management

- Administrative part of the meeting, including the new business

- Potential for the program to be offered in a hybrid, online, part-time, or condensed weekend format

- Bursary money available for students to write their PMP or micro credentials

- Hiring two student project coordinators to work on the project “Beyond the Classroom”

Action Items/Recommendations:

1. Develop changes to the capstone program.

2. Host the symposium event twice a year and continue to build industry partnerships.

3. Incorporate technical specialist skills into the program.

4. Focus on communication skills, stakeholder management, and documentation in the program.

5. Offer micro credentials and certificate programs to make the program more accessible.

6. Accommodate the five generations in the workforce with different forms of communication.

7. Offer empathy and emotional intelligence in the workplace and in remote work.

8. Be flexible and accommodating with students who may have babies or other responsibilities.

9. Help students manage their time and balance work and school.

10. Offer the program in a hybrid, online, part-time, or condensed weekend format.

11. Provide bursary money for students to write their PMP or micro credentials.

12. Hire two student project coordinators to work on the project “Beyond the Classroom”.