



**Florida Engineering Technology State Industry Advisory Board (SETIAB)  
Meeting Minutes – March 22, 2023 2:00PM [Virtual]**

**COMMITTEE VOTING MEMBERS:**

Cornelius Jackson	Chair
Dean Bartles	Vice-Chair
Michael Emigh	Secretary-Elect
Maria Alfano	
Robert Blevins	
Walt Brown	
Paul McAllister	
Kon Champavannarath	
Pete Cirak	

**Committee Non-Voting Members:**

Marilyn Barger  
Philip Centonze  
Ron Eaglin  
Susan Frandsen  
Shera Gill  
Sid Martin  
Earnie Friends  
Sam Ajlani  
Mori Toosi

Minutes prepared by Shazia Ahmad of Minutes Solutions Inc. from a recording.

**1. CALL TO ORDER AND OPENING REMARKS**

Cornelius Jackson opened the meeting and conducted a roll call. Members were also asked to provide feedback on the previous meeting but there was none. The Board thanked Dr. Mori Toosi for helping get the body organized.

**2. BOARD OF DIRECTORS' SECRETARY POSITION**

**On a motion made by Dean Bartles, second by Cid Martin, it was resolved to nominate Michael Emigh to the position of Secretary on the State Engineering Technology Industry Advisory Board of Directors. Motion carried.**

Dr. Mori Toosi explained that Philip Centonze stepped down as Board Secretary due to a conflict of interest. Dean Bartles nominated Michael Emigh, who accepted the nomination. The role of the Secretary is to keep the minutes of all Board meetings and Dean Bartles offered assistance with that task.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

**On a motion made by Cornelius Jackson, seconded by Dean Bartles, it was resolved to approve the minutes of the State Engineering Technology Industry Advisory Board of Directors meeting March 29, 2023 as amended. Motion carried.**

The Board made the following amendments:

- The seconder for the selection of the Vice-Chair was missing. Michael Emigh confirmed that he had been the seconder.
- There was another mover and seconder missing from other motions. Michael Emigh confirmed that he had moved and seconded the motions in question.

4. **OFFICER REPORTS**

The officers informed the Board that they had nothing new to report.

5. **FLIGHT REPORTS**

Marilyn Barger updated the Board on the status of curriculum changes to explain that the grant will be supporting this work. The group implementing the curriculum changes met during the week of May 17, 2023, and will be developing a survey to identify the skills that will be part of the new curriculum. Once information is received, it will be shared with the Board.

6. **FLORIDA MAKES REPORTS**

Maria Alfano asked Dr. Mori Toosi for clarification regarding Florida Makes reporting and noted that if she observed any reactions from the industry sector to the education system, she could bring them to the Board. Maria Alfano raised the issue of a lack of soldering training. Marilyn Barger informed the Board that two soldering courses are being offered by Eastern Florida State College.

7. **DEPARTMENT OF EDUCATION REPORTS**

Robert Blevins reported that the 2023-2024 flight grant is on track to be approved again. Manufacturing courses will be available by the 2023-2024 school year, and CCC4 cleanroom operations will also be in place for that year. There is a new AS degree forthcoming in semiconductor production technology.

8. **OLD BUSINESS**

**On a motion made by Dean Bartles, seconded by Michael Emigh, it was resolved to approve the governing documents as amended. Motion carried.**

Maria Alfano and Dr. Mori Toosi explained that the governing documents were modified to clarify language pertaining to Florida Makes. There were changes made to the memorandum of agreement section as well. There was also clarification about the college partners and the voting and non-voting members of the Board. Even if a college has multiple representatives on the Board, the college will have only one vote.

9. **COMMUNICATION BETWEEN LOCAL ADVISORY BOARD AND STATE ADVISORY BOARD**

**On a motion made by Cornelius Jackson, seconded by Dean Bartles, it was resolved to develop a method by which local advisory boards can voluntarily share program highlights and other relevant local-level information with the State Engineering Technology Industry Advisory Board of Directors. Motion carried.**

Dr. Mori Toosi provided some background information with regard to communications between local advisory boards and their state counterparts. Local advisory boards could be encouraged to share reports with the state-level board, however, Board members were sensitive to making demands on their local counterparts.

It was agreed that Cornelius Jackson, Dean Bartles, Michael Emigh, and Maria Alfano would draft language for review by the Board, and then this would be communicated to local advisory boards in order to solicit feedback. This feedback would then be reported under New Business at Board of Directors meetings.

10. **NEW BUSINESS**

- a. **State Industry Representatives:** Dr. Mori Toosi raised the question of representatives across different industries serving as members of the local advisory committees. The Board responded that as the State Engineering Technology Industry Advisory Board of Directors is still relatively new, there was no current need to devote attention to this issue to other industry representatives. The Board noted that the topic could be revisited in the future should a need arise.
- b. **Next Meeting:** *ACTION – Philip Centonze will present on the list of skills at the next meeting, focusing on the review of MSSC CPT 4.0, which is the Certified Production Technician 4.0.*

11. **NEXT MEETING**

The next Board of Directors' meeting will be held on September 27, 2023.

12. **ADJOURNMENT**

On a motion duly made, it was resolved to adjourn the meeting. Motion carried.

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.