**Strategic Theme: Strengthening Collaborative Relationships**

**Goal:** Develop a planning team to organize internships for BSC students.

**Steps**
- Hire coordinator and develop team
- Contact industry representatives
- Promote and market

**Resources**
- Hire coordinator and develop team
  - Administration, department chairs, faculty, MACC
  - Work through Jay Meier and the MACC
  - Contact governor’s office to get state funds — vision for education
  - We have people on campus with the experience — let them help
  - Drexel University is a good contact
  - Select coordinator VERY carefully – needs to build relationships
- Industry contacts
  - Develop list of local businesses interested in offering internships to students
  - Have coordinator and team work with department chairs and faculty on process
  - Establish communication framework between people involved
- Promote and market
  - Have all areas that will be involved post current information
  - Require frequent contact between BSC personnel and business sites
  - Include information on internships with other BSC marketing plans

**Time Frame**
- Hire Coordinator and develop team
  - July, 2013
- Industry contacts
  - December, 2013
- Promote and Market
  - June, 2014

**Suggested Champion**
- Jay Meier, MACC
- Dr. Masters, Dean of Academic Affairs

**Who needs to be involved**
- Administration
- MACC
- Department chairs
- Departments
- Advisory committees
- Faculty
- Students
Success

- Enhance student learning experience
- Increase marketability of students
- Strengthen community relationships
- Increase potential foundation contributions
- Help students grow, find what they want to do/not do

What if we could not get money

- This plan has the potential for receiving state money to help implement and run
- If we cannot get state money, we would like BSC to pay for a new position to hire the coordinator and if necessary a team member or two to successfully oversee the plan
- If it is not possible to receive any state or local funds, this plan can be implemented on a smaller scale with little or no funding. It would be nice, in this case, to have departments on campus who are currently doing internships to present sessions and work with other departments on successes they have had and failures they have had to help others get started

Goal: Establish an office of collaboration in order to streamline efforts, reduce duplication, ensure compliance, and work proactively with stakeholders to increase resources for the benefit of all parties.

Introduction

Based on current state audit findings within NDUS, it is recommended BSC be proactive with our collaboration agreements. It is imperative that the collaboration team is established as soon as possible to ensure compliance and transparency regarding all agreements with institutions of higher learning, business/industry, high school, and across campus.

Steps – Short Term

- Create a team
  - A cross section from Student Records, Finance, Admissions, CETI, Financial Aid, Energy, Dean of Academic Affairs, Athletics, Foundation, Alternative Learning Coordinator, Student Finance, Provost and VP of Academic Affairs
  - Utilize the current executive administrative assistants to assist the team with meetings, minutes, agreement collection, and review
  - Centralize current agreements.

Steps – Long Term

- Develop job description and fill position
- Budget
- Office space
- Process mapping
- Create processes to: expand, initiate, review and update agreements.
  - A database to keep track renewal dates, changes, updates, prices, criteria, and scope of agreement
Champion
- Drake Carter
- Members of team as identified in Step #1

Success
- A central location with an established process. All agreements would be current and compliant. New agreements will be in place, collaborative efforts will expand.

Challenges
- Funding, workload
- Crossing established boundaries/control