

**COMPUTER SUPPORT INFORMATION TECHNOLOGY ADVISORY COMMITTEE MINUTES**

**Thursday April 20, 2017 \* 8.30am – 10.00am**

**Scarpelli Hall 217**

**Members Present:** Aaron Johnson, Aerotek @ Intel (Vice Chair); Patrick Earl, MSVC USA; Tom Strobehn, Fastech Solutions; Jeffrey Hoy, PeaceHealth

**Members Absent:** John Jenkins, Lifeline Connections (Committee Chair); Paul Yee, SHARP

**Guest:** Aaron Davies, End User Systems

**Clark College:** Bob Hughes, CTEC Department Head/Instructor; Adam Coleman, CTEC Instructor; Bruce Elgort, CTEC Instructor; Scott Clemans, Career Services; Karl Bailey & Margit Brumbaugh – Guided Pathways Liaisons; Cathy Sherick, Associate Dir. of Instructional Planning and Innovation; Nichola Farron, Secretary Senior – Advisory Committees

Committee Vice Chair Aaron Johnson called the meeting to order at 8.31am and introductions were made.

Minutes of the Previous Meetings

The minutes from the meetings of April 21 2016 and October 20 2016 were presented.

*Aaron made a motion to approve the minutes as written; this was seconded by Jeffrey and approved unanimously.*

Office of Instruction Announcements

Cathy Sherick made the following announcements:

Clark is completing the series of **Business and Community Learning** events on campus this spring. The quick and friendly ‘lunch and learn’ opportunities. FREE and open to the public, the workshops will be scheduled from 11:30 a.m. to 1:30 p.m., and held in the GaiserStudent Center, allowing people to attend on their lunch hour.

* **Friday May 19th The Power of Completion**

Join us here on campus **Saturday June 3 10:00 a.m. registration opens for the FREE** Healthy Penguin Walkabout. There are several stations set up across campus, with health activities and information about one quarter mile apart. A great way to get some exercise, some health information and have fun.

In keeping with the college campus theme, TRANSFORMATION work on the **committee composition** continues! We are seeking nontraditional members, those folks who are not typically associated with the field (like women in welding). Your assistance is appreciated, if you know of someone who might be interested in joining a committee, let us know.

 We are also going to be making a big push **to engage students and Clark Alumnae** in the work of the committees. Students will be able to earn a small stipend and a letter of recommendation for their attendance and participation. Piloted this year, have not had students waiting in line – but we want to have them be a regular and vital presence on every committee in the future.

**July 13, 2017 – Evening event to recognize our committees** and the terrific volunteers that come to meetings two times a year to support students. Watch for additional details to arrive via email.

Clark College will hold **graduation at the Sunlight Supply Amphitheater on Thursday June 22 at 7:00 p.m.** It is a great way to celebrate the work of the committees. There is always a need for volunteers at the event, if you are interested please let us know.

Discussion of Quorum

The committee spoke about the difficulty of always having a quorum present at meetings due to industry demands. Cathy outlined that she will work with the College IT department to investigate the possibility of Skype or some other remote attendance option: Jeffrey cautioned however, that remotely attending could limit engagement with the discussion.

It was agreed to revise the existing quorum requirement.

*Jeffrey made a motion to set the new quorum at two voting members; this was seconded by Aaron and passed unanimously.*

Elections were also discussed: Aaron decided that the committee would need to defer these until the fall meeting when the Chair would be present.

Action Item: Committee elections to be added to Agenda for fall meeting

Enrollment

Bob explained that enrollment count methods have changed somewhat, and with the new count the program has gained three students. Student numbers have been consistent, and there are currently approximately 70 to 75 going through degree.

CTEC 106 and iTech

Bob spoke to the fact that the last catalog launched the new CTEC 106 Information Technology Fundamentals class. Students who take this class have opportunity to earn certificates through an external testing company. The CompTIA curriculum used is very generic and links well to course content. Adam has been teaching a section of this class at the prep academy at the Clark College WSU-V building. There is the hope that these certifications will help students get summer jobs etc.

Adam continued that teaching the high school students has been rewarding in that they are very inquisitive, and like the hands on aspect of learning. Currently the biggest concern is ensuring the necessary software is available for the finals: Capstone students have volunteered to test the software.

There are 21 students taking the course through the iTech High School at WSU-V, and 20 students at Clark. ITech students will have college credit and can apply or use it to articulate with Clark college or the skills center etc.

Cathy asked if there would be a possibility of tracking if any of the iTech students transfer to Clark: Bob will connect with Narek in Office of Instruction to see if this is possible.

CTEC 112

Bob spoke about the development of CTEC 112 as a programming class specifically designed for lower level of computational ability with no math component. Bruce continued that it is a different type of teaching, for example to the Python class. However, it has been successful and retention has been high.

Bob continued that the course is modelled after a University of Washington class of ‘programming for non-programmers’. He continued that the plan is to have a C# MTA class in the spring with students from web development and Computer Support program that will qualify them to go ahead for other MTA options

The committee discussed how C# is a part of the skills needed for industry.

Proposed Change to AAT

Bob explained that Computer Support is one of the last programs in the Academic Unit still structured on an AAS (Associate of Applied Science) model. He presented a proposal that the program switch to the AAT (Associate of Applied Technology) The AAS was originally designed to serve a previous transfer arrangement with Eastern Washington University. Now that that is somewhat redundant, the hope is to make some substantial changes to the AAS to transfer to an AAT:

* Amend the existing Computer Support Certificate of proficiency to an IT Skills Certificate of Proficiency for the first year that will prepare students for a second year of study to complete either Computer Support AAT, Network Admin AAT, or Cisco Technologies AAT. This would focus on foundational skills and external certifications that would stack into the broader program.
* Changes in Gen Ed requirements including a reduction of superfluous credits, focus on technically aligned credits e.g. introduction to applied technical writing. In addition, having English components in the ‘front-end’ of the Certificate will be a huge boost for student success.

This will create an AAT on a similar level to the networking degrees, as well as other programs in the Unit. Bob also explained how this would more closely align with the Guided Pathways initiative by providing a direct route through the program with clearly defined goals and without unnecessary credits. Karl and Margit, the Clark College guided Pathways Liaisons spoke to the committee about this national initiative and the supporting data in regards to completion and retention.

Bob outlined a 45 credit Certificate of Proficiency for the Committee to review, the ‘IT Skills Certificate of Proficiency’. This certificate would integrate five CompTIA certificates and qualify the student for the AAT.

The Department also discussed how they were fashioning an AAT degree that drew on successful classes, and offered the option for transfer to four-year colleges.

The committee members spoke about the content of the certificate, including their agreement that it was important to build in early career exploration. Aaron also mentioned that the possession of CompTIA certificate gave an entry-level employee a huge advantage, as well as the inclusion of CTEC 104 PC Support Customer Service Skills. Tom reiterated that being competent in customer service skills would be a huge asset as this was an area of need across the country.

In response to a question from Margit as to whether the new programs would allow entry at multiple points, Genevieve outlined that the structure is still under discussion. However, the commitment to Pathways means a commitment to running the classes even if there is low enrollment.

The committee discussed that the most absent skills in new employees are those related to customer service and soft skills. CTEC 101 can be regarded as a human relations element of degree. In addition, the department will look at possibilities for further collaboration with the Network Technology department.

The committee members agreed that this certificate would be a very desirable factor in hiring.

*Aaron made a motion to support to conversion of the AAS degree to an AAT; this was seconded by Tom and passed unanimously.*

Following discussion about the Certificate title, the committee agreed that the name should be amended to Information Technology Professional Certificate of Proficiency.

*Aaron made a motion to support the renamed Certificate of Proficiency; this was seconded by Tom and passed unanimously.*

The committee members agreed that holding the certificate as outlined would be a boost to a student’s chances of employment as it contains a broad range of essential skills in addition to the industry CompTIA certifications.

Future Development – CTEC 215 and CTEC 216

Bob spoke about potential development for the future that would potentially be focused on the CompTIA cybersecurity+ and CompTIA project+ certifications to develop them into CTEC 215 and CTEC 216 respectively.

Aaron agreed that exposure to project management was useful even if that was not the area of employment as it encompasses a range of skills. Jeff continued that his work place had a constant need for project professionals; however it was discussed that this was not universal across the industry.

In terms of cybersecurity, Tom agreed that the industry is increasingly heading in that direction, whilst he regarded project management as an area more suitable as an elective course.

*Aaron made a motion to support the development of CTEC 215 (CompTIA Cybersecurity+) and CTEC 216 (CompTIA Project+): this was seconded by Jeff and passed unanimously.*

Aaron adjourned the meeting at 9.55am

Prepared by Nichola Farron