

**CTEC ADVISORY COMMITTEE MEETING MINUTES**

**Friday, December 4th, 2020 \* 9:30-11:00am**

**Zoom Online**

**Members Present**: Aaron Johnson (Vice Chair), Intel; Patrick Earl, MSVC USA, Tom Strobehn, Fastech Solutions; Paul Yee, SHARP

**Clark College:** Adam Coleman, Professor and Department Head; Bruce Elgort, Instructor; April Cannon, Advising; SueAnn McWatters, Program Specialist – Advisory Committees

Aaron Johnson called the meeting to order at 9:37am and introductions were made.

**ACKNOWLEDGEMENT OF AUDIO RECORDING FOR ZOOM**

All members agreed and acknowledged that they were being audio recorded.

**MINUTES OF THE PREVIOUS MEETING**

The minutes of *May 8th 2020* were presented for approval. Patrick Earl motioned for approval. It was seconded by Tom Strobehn and was unanimously approved.

**NEXT MEETING DATES**

The next CTEC Advisory Committee Meeting will be held in fall on **Friday, March 19th, 2021 at 8:00am.**

The spring term meeting will meet on **Friday, May 7th, 2020 at 8:00am.**

**ANNOUNCEMENTS FROM THE COLLEGE AND/OR DEPARTMENT**

SueAnn McWatters gave the following announcements:

The college will continue to be remote through the spring term of 2021. Labs will continue as per COVID rules. Summer quarter is still in discussion.

We are still in a budget deficit. It was announced that the college will take another 10% cut from the legislature. We won’t know for sure until the end of January 2021 what the details are.

**PROGRAM UPDATES**

*COVID Update*

Adam Coleman stated that all courses will still be online through winter and spring 2021. Bruce Elgort and Adam are still doing the certification tests at the college. They have COVID procedures for the students to register and attend. Clark College is doing a great job of social distancing and tracking who is on campus and where.

Aaron Johnson asked about funding for students that take the certifications and being able to refund their test fees. Adam Coleman has been in communication with Armetta Burney and the foundation to try and get those funds paid for. The program currently has a deal with the Washington State Library for vouchers for the cost of taking the MTAs. The CompTIA IT Fundamentals is paid for by student funds.

*Class Enrollments*

For the most part, class enrollments are doing well. A few courses have 8-10 students only. A couple of Bruce’s courses are full. There has been a sharp drop in enrollment due to COVID. The average for each course is about 15-17 students/course, however since COVID, it’s dropped to about 12-13. Many seem to be afraid to attend courses. Students are beginning to realize that online isn’t as hard or difficult as they thought it would be. However, it does require a bit more self-discipline and focus. There is a lot of compromise with the classes; different types of communication, specific rules, etc.

Tom Strobehn commented about certain rules for the course. He suggested keeping the camera on, being engaged, etc. If they don’t follow the rules, they potentially can get docked points or fail. Adam Coleman explained that it’s not equitable to promote that. Not all students are in the same conditions. Bruce Elgort stated that some students live in cars or aren’t in the best conditions. The committee discussed different tools to make it easier for students to participate and collaborate.

Aaron Johnson spoke on how his daughter’s zoom classes require their cameras be on, however in his own professional life, they don’t use them at all. They use PowerPoint slides, audio feeds, and texting. He recommended a platform called Sococo. The concept is that it gives a sense of a “hallway.” You don’t see people’s camera, but you can see that they’re in a meeting with someone. Screen sharing has also been very effective. He suggested the college utilize that. Adam Coleman spoke on using screen sharing from their computer to keep them engaged. Bruce Elgort has also introduced a few different programs to help with the collaboration piece. Per a survey that Bruce produced to the students, he found that many of their students really like the face-to-face interaction to the online learning. Paul Yee agreed that face-to-face will always be a preference. However, online doesn’t diminish the degree, because the work will be the same. If students are completing the work and getting the grades, then they’re still learning the material. The committee discussed more about their personal experiences with going online.

Aaron Johnson asked about resources at the college that could help students with better study habits while being remote. Adam Coleman explained student workshops are offered; study habits, banking, scheduling, zoom, word, mindfulness, how to relax, etc. Bruce Elgort also stated that all of the tutoring done is completed through zoom and break out rooms. Students have access to tutoring seven days a week through different consortiums. A tutor might be from Clark or potentially any other college.

*Combining Security Courses*

Adam Coleman explained that the program currently has three security class:

1. CTEC 133 Microsoft MTA
2. CTEC 233 CompTIA Security +
3. CTEC 235 CompTIA Cybersecurity+

Dwight Hughes, the department head for NTEC, now has a four year cybersecurity degree. Adam is proposing combining of 133 and 233 into one course. The MTA is Microsoft specific while CompTIA is more generic (apple, mac, iOS). They will still cover protocols and firewalls. This will reduce the number of contact hours for security, which will mean the possibility for a new course.

*Bringing Back Capstone*

The capstone is basically the final for what a student has learned over the last two years of education. The student’s pick a relevant project/topic and then have to present it to the faculty.

Initially, the program got rid of the capstone, but took CTEC 200: Help Desk and CTEC 201: Help Desk Management and had students enroll there. However, the issue came up that those in the 200 course would create and implement all of these new programs and processes, and then wouldn’t return the next quarter. New students would come in for 201 and wouldn’t have any idea what was going on. There wasn’t a suitable way to pass the information from one quarter to the other.

Adam Coleman suggested to keep 201 and be considered a capstone course.

**ADVISORY IDEAS**

Adam Coleman asked the committee for suggestions form the industry that would benefit the students. Dwight Hughes has been in discussion about implementing a Cloud degree.

* Aaron Johnson suggested a “special topics”

Aaron Johnson suggested that Adam or Bruce send out the current course list to the committee members so that they can review and see what is offered while also coming up with ideas they would like to potentially see.

**Action Item:**

* **Adam Coleman will send out an email asking about ideas for a new course.**

**WEB DEVELOPMENT UPDATES**

*East Country Building – CTC*

Bruce Elgort spoke on the effort to revitalize the East Campus in Camas, WA. With the advent of the C-Tran line that they are putting in from downtown Vancouver to Clark College East, they want to make the East Campus a tech focus. Dwight Hughes and his CBAS (Cybersecurity Bachelor of Applied Science) degree will be moving out there. All students will take all of their courses there. There was some talk about Web Development and Computer Support also being moved there, however due to the fact that Web Development relies upon Digital Media Arts and other departments for curriculum, it might not be feasible. We don’t want to make the students travel between the two campuses.

They are also wanting to focus on non-credit learning. If there are specific topics that people in the area want to scale up or learn about, please let Bruce know. He is currently working on topics such as Introduction to Data Science, Introduction to Data Analysis, using Python, etc. They are hoping to offer these either online or at the Clark College East Campus.

**DONATIONS**

Adam Coleman is looking for where he can get old phones, tablets, equipment so that his students can get some hands on experience. He received a handful of tablets from Cascadia where his students broke them apart and then had to put them back together. Aaron Johnson suggested FreakGeek.

**NEW MEMBERS**

If you happen to run across any colleagues that might be helpful for the advisory committee, please send them to Adam Coleman or SueAnn McWatters’s direction.

**INDUSTRY UPDATES**

Patrick Earl spoke on his company switching to the Cloud. It’s been very important for them to be knowledgeable of security regarding on premise, the cloud, access and transport security, data at rest, etc. Most people just aren’t educated on it at all.

Aaron Johnson spoke on interviewing at the same company previously and wasn’t able to move forward because he did not have or did not ask if he had any mainframe experience.

Paul Yee agreed with the committee about running into data migration and situations where he has to move data from one system to another. His company doesn’t have the resources in house to do so. It would be nice to see some students coming out of the college with some basic familiarity with those processes and procedures.

The meeting was adjourned at 10:51am.

Prepared by SueAnn McWatters5