

**COMPUTER SUPPORT INFORMATION TECHNOLOGY**

**ADVISORY COMMITTEE**

**MINUTES**

**Thursday 20th October, 2016 \* 8.30am – 10.30am**

**Gaiser Hall 205**

**Members Present:** John Jenkins, Lifeline Connections (Committee Chair); Aaron Johnson, Aerotek @Intel (Vice Chair); Paul Yee, SHARP;

**Members Absent:** Patrick Earl, MSVC USA; Jeffrey Hoy, PeaceHealth

**Guest:** Bruno George, Student

**Clark College:** Bob Hughes, CTEC Department Head/Instructor; Adam Coleman, CTEC Instructor; Bruce Elgort, CTEC Instructor; Genevieve Howard, Dean of WPTE; Cathy Sherick, Associate Dir. of Instructional Planning and Innovation; John Maduta, Divisional Mgr. PT programs, Advising; Brianna Lisenbee, Careers Services; Nichola Farron, Secretary Senior – Advisory Committees

Committee Chair John Jenkins called the meeting to order at 8.36am an introductions were made.

The Committee then discussed the need to recruit additional members as there are a number of items that will require votes and it has been difficult to achieve quorum.

Minutes of the Previous Meeting

As a quorum was not present, the minutes of April 21st 2016 will be sent to the committee for approval via electronic vote.

Office of Instruction Updates

Cathy Sherick made the following announcements:

The theme “Transformation” is being used to describe two large intersecting initiatives. One is the Academic Plan, which will guide Clark’s programs and student services over the next five years. The first goal of the plan is to implement Guided Pathways, the second large initiative.

All Washington State community colleges will implement Guided Pathways. This is aligning schedules and building program *pathways* that have clearer more defined structures, saving students time and money getting to graduation. Training for advisory members on Guided Pathways will be on March 24.

Specific *transformations* that advisory members will see this year include a *r*edesign of the meeting agenda format. This provides faculty and committees with a connection to the academic plan and will streamline the meeting while including committee work plan activities. The committee composition will now include students and Clark Alumnae. Students will be able to earn a small stipend and a letter of recommendation for their attendance and participation. Piloted this year, we hope that students will be a regular and vital presence on every committee in the future.

Transforming the role of committee members, from just meeting attendees to being a part of our learning community. Not just trainings, the series of Business and Community Learning events on campus are set up to be 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 Gaiser Student Center, allowing people to attend on their lunch hour. Food is available in the carts on campus, and guests are welcome to bring their brown bag. Additional information to follow in emails.

* Friday December 9th Advocacy
* Friday February 24th Millennials in the Workforce
* Friday March 24th Pathways
* Friday May 19th The Power of Completion

An evening event will be planned in the Spring to thank our advisory committee members for their time and expertise. Look for information during winter term.

A complete computer systems upgrade to campus registration, human resources and finance systems. The ‘go-live’ date for will be January 30. It will not impact the advisory committees, but it will impact campus business so there will be a moratorium on advisory meetings from mid-January to mid-February.

The new Bachelor of Applied Science in Applied Management (BASAM) is accepting students beginning winter term 2017. For additional information go to: <http://www.clark.edu/academics/programs/bus/basam/index.php>

Department Updates

Bob outlined that there are currently 72 students in program which is a positive enrollment figure.

Following a question from Aaron about attrition rate, Bob outlined that there is not a huge number of students who leave the program, and this is in part a result of the stability afforded by the worker retraining programs.

Bob referenced the changes previously approved by the committee: CTEC 106 (Fundamentals) and CTEC 112 (Programming Essentials), these will be offered for the first time in 2017. In addition, the C# MTA class will be offered in 2017-18. There are other classes that are contributing to creating the level of pre-requisite knowledge for students. Bob thanked the committee for their support in establishing this class, and especially for advising to retain a focus on enterprise.

Establishment of AAT Degree

Bob explained that the WPTE unit as a whole has embraced AAT degrees as a solution to retaining students who become unfocussed and disengaged by the higher number of General Education requirements needed for an AAS.

There has been a persistent problem with students having to undertake additional credits to cover their requirements because of a scarcity of courses that fit the parameter, and consequently moving away from the ‘pathway’ model that is becoming more preferred.

Bob outlined that the Department is proposing a switch from AAS to AAT to give students more opportunities to connect with subject related credits and undertake more technical courses.

By way of comparison, the AAS needs 90 credits for completion, of which 21 are general credit requirements, leaving just 69 credits for the students to undertake their preferred discipline. In contrast, the AAT only requires 15 general credits, which leaves 6 additional credits for the major area requirements. In addition, technical degrees prefer the AAT from a transfer perspective.

John Jenkins ventured that he considered that this more closely matched students’ expectations of being able to more promptly embark on the technical skills they had enrolled for. Genevieve continued that data supports that those students who are able to work in their area of interest have greater retention and success rates.

Bob and Adam then discussed the various components of the proposed degree – please see associated PowerPoint presentation.

Key points

* Addition of CTEC computer support class for 3 credits
* Removal of CTEC 100, BTEC 149, CTEC 101, CTEC 104
* Change of CTEC 200 to become CTEC 201 for 3 credits
* Removal of the communication studies classes CMST 230 or 210: it is felt that these classes are somewhat generic and the content could be better integrated into the Human Relations requirements.
* Increase of IP sub-netting requirements: Adam outlined that this is because students have encountered some difficulty with the class. An increase of credits would allow for additional lab/ hands on experience. In addition, the class serves as a pre-requisite for the Cisco and Microsoft networking and server classes.
* CTEC 205 Intro to MIS – a class previously approved by the Committee for 5 credits. This will work well for the large number of transfer students looking at WSU.
* One noted change is the addition of CTEC 111 PowerShell. The committee discussed how this is an underrated product that has wide usage, for example on SQL, exchange server etc.
* Integration of College 101 as a proven tool for helping student retention. An alternative of HDEV 200 Workplace Success also provides an option for those students who are returning to College or those who are older with more experience.

Action item: The proposed changes will be sent to the Committee for their review and approval.

The Committee also asked about the demographics of the student population. John Maduta outlined that, with the introduction of CTC Link, reports with more accurate breakdowns will be possible. Aaron commented that it will be good when the Committee can see more visual analytics of the student population.

Next Meeting Date

The Committee will meet again on Thursday 20th April 2017 at 8.30am.

The meeting was adjourned at 9.52am

Prepared by Nichola Farron