



**CTEC -MINUTES**  
**May 2, 2025, at 8:00 AM**  
**Zoom**

**Members Present:** Tom Strobehn, Owner, Fastech Solutions; Ray Nelson, Instructor, Cascadia Technical Academy; Patrick Earl, Software Developer, MSVC USA

**Guests:**

**Members Absent:** Lucas Mason, Software Developer, JRT Mechanical; Margarita Marochkina, Business Navigator, WorkSource

**Labor Representative:** Labor recruitment attempted

**Clark College:** Adam Coleman, Department Chair, Clark College; Bruce, Instructor, Clark College; Theo Koupelis, Dean of WPTE & STEM; Kathy Chennault, Clark College Foundations; Elizabeth Flores, Advisory Committee Coordinator, Clark College

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The meeting began at 8:04 AM, and a quorum was met.

**NEXT MEETING DATE**

The committee will meet next on October 24, 2025, in person.

**MINUTES OF THE PREVIOUS MEETING**

The minutes from the previous meeting on October 25, 2024, were approved.

**Department Updates/Work Plan**

Bruce presented the 2025-25 work plan and discussed the AI integration and skills the program intends to monitor.

**Work Plan:**

<https://docs.google.com/document/d/10KmJhGy1zEjAmnhSt9JXS1DxyhnI8a7NIsgSGK2RTkw/edit?tab=t.0#heading=h.zguk6p57uq53>

Bruce discussed program expansion and exploration. Enrollment in the program has declined. It's time to begin thinking about merging forces with another area of the college to see if the program can intertwine to address the low enrollments. Bruce welcomed the feedback and participation.

Ray asked if the program is offering AI fundamentals.

Bruce shared that some current courses are implementing AI.

Bruce shared that some students turn off AI at times as it can be disruptive, especially for coding. Adam shared that the program has been partnering with Career Employment Services to help students get ready for the job market and update their resumes.

Bruce shared that the program has had a lot of engagement with the Career Services Department. Additionally, Bruce requires students during their capstones to get connected to Career Services.

### **Industry Certifications and Washington State Library Update**

Adam shared the previous use of ITS and updates with the WA State Library. Additionally, ESB GMetrix codes are expiring, and the program will be affected by this change due to the vouchers, practice tests, and certifications that were available to students, which are being eliminated.

Adam shared that, in response to recent budget cuts, the program plans to pivot and will meet with Pearson to explore potential collaboration, learn about the types of vouchers they offer, and gather feedback.

Tom expressed concerns about limited classroom space and funding at the college. He emphasized the importance of certifications and recommended engaging with other departments to explore opportunities for collaboration. Additionally, he suggested partnering with other colleges or programs to submit joint applications for larger funding opportunities.

Tom shared that if the program and others apply as a larger group for federal funding, it may open other funding doors.

Kathy shared details of the Innovation Fund and the Student Success Fund. Kathy will share further details with Adam and Bruce.

Adam discussed that ITF certifications are being discontinued in two months. Also, IT fundamentals are being updated from ITFPlus to TechPlus. Adam shared updates to the structures and plans to redesign the current course, CTEC 106 CompTIA ITF.

Tom requested a copy of the curriculum.

Bruce acknowledged that a small group of current students received four certifications from CS50 at Harvard University.

Bruce shared that students recently received access to a Chrome extension offering a variety of resources, which were developed by students in one of his courses just a few weeks ago.

**Chrome Extension:** <https://chromewebstore.google.com/detail/clark-college-events/kmafihpapkgalfjdgogcgloamkdlkpk?authuser=0&hl=en>

Tom highlighted the accomplishment and recommended that this extension be offered campus-wide.

Kathy recommended sharing this with the college or on the program's social media.

### **Web Development Update**

Adam discussed introducing more in-person classes and announced that Web Development will be bringing classes back to campus starting Winter 2026. Adam noted that the program has been increasing classes on campus over the last year.

Bruce discussed that the hybrid model is the right mix of learning for students, especially for students who work are require childcare.

Tom is in favor of more in-person classes.

Tom inquired if the college received significant budget cuts.

Theo shared that nothing has been finalized, but the budget is almost flat. However, there are changes that have been made that will affect our WPTTE programs. Additionally, the college has been impacted by the Career Launch areas.

Kathy shared that the college has been doing everything to mitigate some of the gaps; however, Career Connect and Career Launch have indeed been affected.

Tom recommended speaking at different council meetings for college updates.

Patrick inquired if the Advanced Manufacturing would integrate with the program.

Theo shared that there is some overlap in a specific course, Intro to Programming and Problem Solving.

Bruce shared his historical advice on programming and coding for machinery years ago. However, Bruce is not involved with the development of Advanced Manufacturing.

Kathy shared details with the upcoming Advisory Community Thank You Event for all advisory committee members.

### **Program Viability**

Bruce discussed the program viability study completion survey status. The program received an additional request for a similar analysis. The program is waiting for a response from the first and second submissions.

Theo discussed the purpose of the program viability study survey. Theo discussed that it is for internal purposes, tracking, and the support of programs.

Theo shared that the college is working to improve the processes of the IPT Curriculum Outcomes Assessment Committee and is exploring ways to enhance coordination and collaboration within the group.

The meeting adjourned at 9:27 AM