

 **Network Technology Advisory Committee**

**Meeting Agenda**

**Date: Wednesday, February 19, 2014**

**Time: 6:00 p.m.**

**Meeting Location: Joan Stout Hall, Room 115**

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair
 | N/A |  |
| 1. Welcome and Introductions – Committee Chair
 | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting – Chair
* **October 16, 2013**
 | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business
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| 1. CTEC Director/division chair Report
* **Computer Support Enrollment update**
* **Microsoft MTA certs update**
	+ **New classes approved and offered**
	+ **Staging of MTA certifications**
	+ **Future plans for MTA staging and courses**
* **Tracking/Help Desk ticket software**
 | Updates on enrollment, new certs and courses, and feedback from committee on tracking software selection. | 30 min. |
| 1. NTEC Director/division chair Report
* **Lack of equipment funding**
* **Resubmit Cisco Equip foundation grant from last year**
* **Classroom lecture LCD projectors**
* **Netlab capability**
* **Support staffing levels are inadequate**
* **Hybrid online course updates**
* **Need for classroom speakers and field trips (VMware cloud, Cisco CCNA, CCNP, Security, and Voice)**
 | Committee vote in support of grant proposal, discussion of field trips (tours) and classroom speakers, ideas for funding innovation and maintaining operational capacity of the current courses. | 30 min |
| 1. Work Plan-Committee Chair and Program Director/Division Chair
 | Implement strategies as outlined in work plan. If necessary, identify work groups. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair
 |  | 10 min. |
| 1. New Business-Committee Chair
* **Review of roster & bylaws**
 | New business items are addressed by the committee. | 10 min. |
| 1. Summary of follow-up action items and adjournment – Committee Chair
 | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date – Committee Chair
 | Meeting date established. | 5 min. |