

**WEB DESIGN & DEVELOPMENT ADVISORY COMMITTEE**

**Meeting Minutes**

 **Thursday 4th November, 2016 \* 6:00—8:00 p.m.**

**Joan Stout Hall, Room 127**

**Members Present:** Aaron Johnson, Committee Chair, Aerotek; Eric Preisz, GG Interactive; Troy Uyan, Clark County; Bruce Wilson, Formations Design Group; Bryan Helfrich, Formos

**Clark College:** Robert Hughes, Professor/CTEC Department Head; Bruce Elgort, Instructor; Fellene Gaylord, Adjunct Instructor; Gus Torres, Adjunct Instructor; Genevieve Howard, Dean of WPTE; John Maduta, Assoc. Dir. Advising; Nichola Farron, Secretary Senior - Advisory Committees

Guests: Catherine Watkins, Formations Design Group (Graduate of the Program)

Committee member Eric Preisz called the meeting to order at 6.02 pm and introductions were made.

Minutes of the Previous Meeting

The minutes of June 2nd 2016 and October 19th 2015 were reviewed.

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

Bob then shared with the committee that recruitment remains a priority, especially to ensure diverse sectors of the industry are represented.

Office of Instruction Updates

Nichola 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 shared that there is now an external hosting solution in place for some classes for the first time this year.

Bob also highlighted the enrollment figures: there are 106 students across the program: the new CTClink system will also make tracking the various student categories easier to provide better data.

He outlined the CTEC 165 Speaker series convened by Bruce which has provided students with the opportunity to hear from a range of professionals from across the industry. 3 guest speakers were present at the committee meeting. These presentations are also recorded and archived. Bob invited the Committee to make suggestions for any guest speakers for future series.

There are currently 4 sections of CTEC 122 HTML fundamentals offered: 3 are online, with Gus teaching the face-2-face component: this is approximately 80 students. In addition, the department will be piloting Bruce teaching CTEC 127 online.

Bob was also pleased to announce that CTEC 112 would be offered in Winter 16 as a program that only requires an 030 math class. This reduced math level will open up the course to a number of web development students, as well as high school partners. It was noted that by 2025 every state school has to have a required programming class: the lower math requirement makes program more attractive for high schools.

Aaron also mentioned that removing the pre-requisite barrier would also be a motivator for students who may be later in their career but want to learn more programming and less math.

Bruce continued that this provision also allows students to engage with problem solving without being dissuaded by higher mathematical expectations.

Bob thanked the committee for their previous support and votes for amendments.

Fellene then shared with the committee that she had been able to arrange an external hosting option for students at low cost to the College. On one account, she is able to arrange unlimited sub-domains, with a yearly fee of $130/$140. Bob continued that this was a solution as College IT policy wouldn’t allow for this kind of set-up internally.

Fellene also talked about the CHIFOO group: she encourages students to get involved with meet-ups and presentations.

Bob thanked Fellene for her work with students, and described her as a “fearless coder”!

Changes to Web & Graphic Design AAT and Certificates

(see also: document attached to minutes)

Bob advised the committee that changes were proposed to the AAT and 2 certificates.

*For the AAT and both certificates:* it was proposed that the option for BUS101 Introduction to Business or SOC101 Introduction to Sociology be added to the Human Relations component

The Committee agreed that the inclusion of these options was a positive change. Bruce outlined how, with students expressing interest in freelancing, the need to understand basic business concepts and skills was increasingly more important.

Bob continued that this allowed students to personalize their human relations requirements, and recognized the diversity in terms of student experience.

Web Design CP

The inclusion of PCTS110 Professional Tech Computational Skills as a substitution for CTEC122 HTML Fundamentals in the Computational skills components

Movement of CTEC122 HTML Fundamentals to Web Design component as a required program course

Graphic Design CP

The inclusion of PCTS110 Professional Tech Computational Skills as a substitution for CTEC122 HTML Fundamentals in the Computational skills components

Clarification that ART270 Publication Production (approved and added at a previous meeting) is a variable credit course (1-9 credit potential)

*In recognition of the three areas of changes, Aaron made a motion to approve the stated amendments, this was seconded by Eric and passed unanimously.*

Graduate Discussion – Christine Watkins

Bruce introduced Christine as a graduate of the program, now working with Committee member Bruce Wilson.

In discussing her experience of the program, Christine said that she felt she lacked knowledge about business and sales, and hoped that these would be an area for continued development in the program.

However, the vast majority of the knowledge and skills accrued in the program have been used in her role with the company.

Bruce outlined how Christen has helped his company fill a gap for a project manager: her skills are diverse, whilst still having a core knowledge of coding. Bob continued that there are increasingly more students who have this ‘middle’ set of skills bridging the different components of the program.

As another program graduate, Troy spoke about the different parameters of his role: while he was hired as a programmer his work is across the board. The Committee discussed how this is representative of industry developments that require broad skill sets from employees.

Bruce spoke to the need to recognize the management skills that the WDD program integrates, and proposed that perhaps adding management to the degree title could be a future consideration.

Troy then shared that the County has been looking to increase internship opportunities, especially in the areas of networking and application. The idea is that Troy will act as a liaison with the college going forward.

Action Item: Troy will connect with Bob to further discuss internship opportunities for Clark College students.

Election of Vice Chair

*Troy volunteered to serve in the vacant role of Vice Chair. This was formally proposed by Aaron, seconded by Eric and passed unanimously.*

Next Meeting Date

The Committee will meet again on Thursday May 4th, 2017 at 6.00pm

The meeting was adjourned at 7.33pm

Prepared by Nichola Farron