

Advisory Committee Meeting Record

CHAIRPERSON: Abdul Subhani, Centex Technologies, President & CEO		
MEETING DATE: 18 November 2022	MEETING TIME: 9:00am	MEETING PLACE: WebEx Virtual
RECORDER: Julio Torres Matos		PREVIOUS MEETING: 12 November 2021

MEMBERS: (P = Present)

OTHERS PRESENT:

(P?)	Name and Title (List all	Business Affiliation	Name and Title
	Mr. Abdul Subhani	Centex Technologies, President & CEO	Ms. Keisha Holman, Dir., Career Services, CTC
P	Ms. Ashley Shoop	First National Bank Texas, Dir. Application Solutions, Sr. Vice President	Ms. Veronica Martin, Associate Dean
P	Mr. Danny Cantrell	CGI Group, Inc., Technologies & Solutions, Deputy IT Director	Lesley McGough, Instructional Program support services, CTC
	Mr. Adam Ward	Bell County, Director, Technology Services	Ms. Melenie Baak, Dean, CTC
	Mr. John Hocking	KISD, Director of Network & Security Operations	Jinette?!
	Mr. Carl Elkins	Advent Health Systems, IT Director	Dr. Ady, Deputy Chancellor CTC
	Mr. Willie Resto	City of Killeen, Executive Director, IT Services	
	Mr. Charley Ayers	Workforce Solutions of Central Texas, Director, Industry-Education Partnerships	
P	Dr. Katherine Oser	Department Chair, Computer Info Tech & Systems	
P	Mr. Doug Edwards	Professor, CITS	
P	Mr. Shawn Grigsby	Professor, CITS	
P	Ms. Tracy Martin	Professor, CITS	
P	Ms. Jacqueline Van Dyke	Professor, CITS	
P	Mr. Norman Ahlhelm	Professor, CITS	
P	Ms. Karen Owens	Online Manager & Professor, CITS	
P	Mr. Julio Torres Matos	Lab Coordinator, CITS	
P	Mr. Brian Menadue	Asst. Lab Coordinator, CITS	
P	Ms. Kira Savage	Office Assistant, CITS	

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Introductions		
Review Minutes from Last Meeting	Emailed to all.	
Old Business:	Curriculum review	
New Business:	Social Media/ Digital marketing programs Dr. Oser reached out to Angela Reece in the business department and now has a draft of a AAS and stackable certificate for a Digital Media	
	eSports	
	Micro credentials	
	Virtual and face to face tutoring	
Curriculum Decisions:	- Curriculum review meeting update	
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	Please review Minutes and contact us if they need correcting.
New Business:	SME listing – so everyone is aware of who to contact with any questions or concerns

	<p>ITCC Courses:</p> <p>Dr. Oser: ITCC courses have been deactivated. All electronic courses and programs have been removed because student's numbers were very low.</p> <p>Dr. Oser provided everyone with the deactivations listings. Dr. Oser also discussed the Descriptions and learning outcomes. What course are offered in what semester and how the course listings are determined. She also discussed the Degree plans after the courses are archived.</p> <p>Dr. Oser asked if anything is noticed that needs to be brought to her attention please notify her.</p> <p>No questions.</p>
	<p>Pathways Discussion:</p> <p>Dr. Oser: Discussed Pathways stackable certificates an 'A' student may achieve. She explained that 'A' students should be able to complete this industry certifications but they are also explained that preparation and self-study is need it to acquire this certifications.</p> <p>Certifications discussed CompTIA ITF+, CompTIA Network +, Linux Essentials, MTA Network Fundamentals, MTA Security Fundamentals, CompTIA Security +, Cisco CCT Routing and Switching, CompTIA Server +, CompTIA CySa+ and MTA: Windows Server Administration Fundamentals, CompTIA A+, CompTIA Project+, MTA: Database Fundamentals, MTA: Introduction to Programming Using HTML and CSS, MTA: Introduction to Programming, MTA: Software Development Fundamentals and ITIL.</p> <p>No comments or questions have been made thus far.</p> <p>No more changes to curriculum</p> <p>Ashley Shoop said I approve.</p> <p>Daniel thinks it looks good. He asked where the programming courses were.</p> <p>Katherine explained.</p>

	<p>eSports: The idea of implementing an esports program was discussed with faculty and advisory committee. Department mentioned the objective of the program would be to boost students morale and to get students interested in programing. Department requested thoughts and advice from committee.</p> <p>Ashley: Has heard about this going on in high schools pushing kids to coding. She believes that this would be valuable for the institution to bring more students and increase enrollment.</p> <p>DR. Oser: Do you think your companies would be interested in sponsoring these competitions?</p> <p>Ashley: Interesting, We just hire someone who did a hackathon and it turn out to be a great employee.</p> <p>Ashley: I have to talk to others about the sponsoring but I think is a possibility.</p> <p>Danny: I would need to take this to higher management. While the conversation was going on I googled it, and it looks interesting.</p> <p>Norman: Norman mentioned that he would like to bring back a program were students use to compete in the National Cyber League.</p>
	<p>The program could be develop in conjunction with the esports program. Students would be coached to identify and enumerate vulnerabilities found in computer systems. The students will be scored in their ability to identify vulnerabilities. This program will motivate students to excel. He would like to offer prizes. We could tie it into the badges. Katherine agreed.</p> <p>Ashley: Students must have good grades. The program should be skilled based and a privilege.</p> <p>Dr. Oser: Dr. Oser mentioned that her daughter hardware and network knowledge is very high due to her video games activities.</p>
	<p>Micro credentials: The idea of implementing a Micro credentials was discussed with faculty and advisory committee. Dr. Oser mentioned the objective of the program is to recognize students for the skills acquired in courses and to increase motivation. Students would have the ability to provide potential employers with a badge or certificate recognizing they have acquired this skills.</p> <p>Dr. Oser informed the committee and faculty that Computer Science Department Staff have conducted research about the implementation of Micro credentials for students.</p> <p>Dr. Oser requested input from the faculty and committee on the subject.</p> <p>Daniel like the idea of implementing the micro credentials for students.</p>

	<p>Ashley: Ashley says they are not looking for this type of micro credentials today but thinks it would be fantastic.</p> <p>Dr. Oser requested committee to provide her with ideas via email.</p>
	<p>Department Tutoring:</p> <p>Dr. Oser: She discussed the department is making an effort To provide tutoring services for the computer science students. The institution has a tutoring service department but is hard for them to find tutors. The Computer science department intention is to use the lab assistants to provide this tutoring services for the computer science department students. The institution will soon acquire a software called track cloud that will facilitate the sign up and tracking of students tutoring services. I will be beneficial to come back and see students use and progress.</p> <p>No comments, No thoughts from Committee.</p>
	<p>Social Media/ Digital marketing programs:</p> <p>Dr. Oser reached out to Angela Reece in the business department and now has a third draft of an AAS and stackable certificate for a Digital Media with 2 certificates that stack into. Program reviews: outcomes will be set and not changeable until program review. Set skills that will be set up When flaws are found we will need advisory input.</p> <p>Input was requested from advisory committee via email.</p>
	<p>Employment trends:</p> <p>Daniel: The biggest skills need it are .net, Java developers, project manager skills, business analyst and soft skills. It is Ludacris how applicants come to interviews now days. They lack professionalism and don't have the ability to speak professionally in interviews. We want to see how applicants will answer professionally as if they were talking to a clients. Do you have any courses for Project Management?</p> <p>Dr. Oser: We have a class in project management but not a program but, we can definitely start looking into what that would intel.</p> <p>Daniel: A Lower level PMP would be beneficial.</p> <p>Ashley: Ashley said they need project managers and business analyst as well. We are also looking for applicants that have the ability to walk the technical and client facing side skills having the ability to walk both worlds and be professional. We are also interested in lower level PMP certifications as well. We are also interest Process automation implementation and servicing of bots.</p> <p>Dr. Oser: We are seeing a lot of e-mails that look like text, the formality is lacking. And it is a big problem. Creating assignments based on this has helped students improve.</p> <p>Danny: Professional communication input, and the difference of internal external. You would not believe how many people do not use a signature.</p>

	Meeting ended 10:04am
Due before next meeting	
	Other Discussion:
	None
	Meeting adjourned at 10:04 am
Curriculum Decisions:	Input to be emailed to Dept. Chair
Other:	

CHAIRPERSON SIGNATURE (or designee): Dr. Katherine Oser	DATE: 5 DEC 2022	NEXT MEETING: April 2023
--	---------------------	-----------------------------