Advisory Committee Meeting Record

CHAIRPERSON: Mr. Willie Resto, City of Killeen, Executive Director, IT Services	

MEETING DATE: 3 November 2023	MEETING TIME: 9:00 am	MEETING PLACE: WebEx Virtual
RECORDER: Lab Coordinator		PREVIOUS MEETING: 18 November 2022

MEMBERS: (P = Present)   OTHERS PRESENT:

(P?)	Name and Title (List all	Business Affiliation	Name and Title
A	Abdul Subhani	Centex Technologies	President & CEO
P	Mr. Willie Resto	City of Killeen	Executive Director of Information Technology Services
P	Ms. Ashley Shoop	First National Bank Texas	Dir. Application Solutions, Sr. Vice President
P	Mr. Danny Cantrell	CGI Technologies and Solutions	Deputy IT Director
P	Mr. Adam Ward	Bell County	Director, Technology Services
P	Mr. John Hocking	Centex Technologies	Chief Technology Officer
p	Mr. Charley Ayers	Workforce Solutions of Central Texas	Director, Industry-Education Partnerships
P	Dr. Katherine Oser	Department Chair	CTC Computer Info Tech & Systems
P	Mr. Doug Edwards	Professor	CTC Computer Info Tech & Systems
P	Mr. Shawn Grigsby	Professor	CTC Computer Info Tech & Systems
P	Ms. Tracy Martin	Professor	CTC Computer Info Tech & Systems
P	Ms. Jacqueline Van Dyke	Professor	CTC Computer Info Tech & Systems
P	Mr. Norman Ahlhelm	Professor	CTC Computer Info Tech & Systems
P	Ms. Karen Owens	Online Manager & Professor	CTC Computer Info Tech & Systems
P	Mr. Julio Torres Matos	Lab Coordinator	CTC Computer Info Tech & Systems
P	Mr. Brian Menadue	Asst. Lab Coordinator	CTC Computer Info Tech & Systems
P	Shane Curington	Professor	CTC Computer Info Tech & Systems

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Introductions		
Review Minutes from the Last Meeting	Emailed to all.	
Old Business:	• Curriculum review • Micro-credentials • ESports • Virtual and face-to-face tutoring	
New Business:	• Appointment of new committee chair* • Program & Curricula* • HB8 influenced program revisions. • Certification alignments and Recommendations • Proposed changes*	
Curriculum Decisions:	- Curriculum review meeting update	
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	Please review the Minutes and contact us if they need correcting.

	Katherine Discussed online and face-to-face tutoring, including the utilization of lab assistants, was revisited during this meeting. It is imperative to acknowledge that while progress is being made, this initiative is still a work in progress. The collaboration and coordination with lab assistants remain integral to the successful execution of this effort. It was noted that the institution is having trouble finding Tutors with an Information Technology background. Micro-Credentials: Katherine provided an important update concerning the pursuit of micro-credentials. Katherine, who has been actively involved in this initiative, was advised to temporarily halt her individual efforts in this regard. It was emphasized that the development of micro-credentials should be approached as an institutional endeavor rather than an isolated departmental effort. Consequently, there is a need for greater institutional alignment and coordination in this area. Esports: Katherine Unfortunately, there has been limited progress with the Esports program due to various changes and state requirements that need to be addressed.
New Business:	**House Bill 8** Katherine - Regarding House Bill 8, Katherine provided a comprehensive overview of the changes that will be implemented for the classes, which include both removals and additions. These changes are pivotal to our efforts to streamline and enhance our educational programs. A primary concern addressed during the discussion is the current shortfall in the number of completers in the networking program. In response to this concern, we are actively working to redesign and simplify our programs. One significant development in this regard is the introduction of a foundational certificate. This certificate will incorporate essential skills that every IT professional should possess. It is worth noting that this foundational certificate will be integrated into all of our programs, providing students with a unified entry point. This approach aims to ensure that all students, regardless of their chosen track, have the opportunity to earn a certificate and potentially pursue an associate degree.

	Katherine's discussion shed light on the strategic changes we are making to align our programs with the evolving needs of IT professionals while addressing the challenges associated with networking completers. These initiatives represent a thoughtful and proactive response to the changes mandated by House Bill 8. John Hoking - emphasized the importance of incorporating AWS and Azure certifications within our curriculum, specifically in the context of cloud security. He underscored that this adjustment is crucial due to the increasing adoption of cloud security solutions by government and military entities, particularly through platforms like AWS and Azure. This strategic inclusion would align our programs with the evolving landscape of cloud security and ensure that our students are well-prepared to meet the demands of this burgeoning sector. John's insight highlights the significance of adapting our educational offerings to meet the real-world needs of our students and the industries they aim to serve.
	Katherine introduced a new concept within the realm of cloud education: The Occupational Skills Award. This award is designed to offer students a flexible option, allowing them to pivot and make lateral transitions if they decide to change their concentration within the cloud specialization. It provides a valuable credential that recognizes students' proficiencies in cloud-related skills, facilitating adaptability in their educational and career journeys. Katherine also provided an overview of the core fundamental CC1 certificate. This certificate encompasses a comprehensive set of essential skills and knowledge, including security, networking, programming, and project management, all vital components in the field of cloud computing. The CC1 certificate is structured to ensure that students acquire a well-rounded foundation, making them well-prepared to excel in cloud-related roles. During the meeting, both Adam and Ashley expressed their consensus on Project Management, acknowledging it as one of the most valuable among all the courses offered. They emphasized the importance of this course for students, affirming its significance in their educational journey and overall development. This shared sentiment highlights the course's high regard and its positive impact on the students' learning and skill acquisition.

Katherine pointed out that our educational program aligns with the curriculum standards of Texas A&M, reinforcing the quality and relevance of our offerings in the context of higher education in Texas.

Furthermore, she provided an overview of the recent changes in the structure of our associate's and certificate programs. Notably, the introduction of Technical Writing as a core component is an important update. This inclusion reflects our commitment to providing a well-rounded education, encompassing essential skills such as technical writing, which is valuable for students in various fields. These changes aim to enhance the educational experience and the practical skill set of our students.

During the meeting, Katherine presented an overview of recent updates and developments in our educational programs:

Networking - Network Systems Administrator Program:
Katherine highlighted the Network Systems Administrator program, which includes both associate's degrees and certificate options. The program offers a comprehensive education in network administration, covering aspects like network design, maintenance, security, and troubleshooting. Furthermore, students are provided with opportunities to pursue industry-recognized certifications, enhancing their career prospects in the field.

Cyber Defense - Cybersecurity Program:
Katherine discussed the Cybersecurity program and its alignment with the Texas A&M cybersecurity curriculum. This alignment ensures that our cybersecurity courses meet industry standards and prepare students for the challenges in the field. Collaboration with relevant departments is underway, strengthening our cybersecurity offerings and promoting interdepartmental synergy.

IT Information Technology Plan:
She introduced the IT Information Technology Plan, which includes an entry-level course, encompassing Linux, web design, database management, and help desk skills. Katherine elaborated on how these changes are designed to meet the organization's needs and requirements effectively, fostering a more robust foundation for students entering the IT field. These adjustments aim to provide students with a well-rounded education that is aligned with industry demands, thereby enhancing their employability and success in the IT sector.

	Comments –
	During the discussion, Adam Wards emphasized the significance of considering Artificial Intelligence (AI) in our educational programs. Drawing from his experience at a recent conference, he highlighted how AI is rapidly becoming an integral component of various technologies, disrupting traditional approaches. While he acknowledged that it might be premature for immediate implementation, Adam stressed the importance of closely examining the role of AI within our curriculum. He emphasized the need to assess how AI can be incorporated into our programs to ensure that our students remain well-prepared to navigate the evolving technological landscape.
	In addition, Adam also discussed an emerging role within the IT field known as a "Prompt Engineer." This role involves guiding AI models to train them effectively and achieve the desired outcomes that align with an organization's specific needs. It is a noteworthy development that signifies the evolving nature of the IT industry and the growing importance of AI in various domains. This concept underlines the need for our educational programs to adapt and include content that prepares students for the dynamic and innovative roles that are emerging in the technology sector.
	Ashley Shoop concurred with Adam's observations, emphasizing that AI's pervasive usage in various domains underscores the need for a thorough examination of its incorporation within our educational programs. Her agreement underscores the significance of preparing our students for a world where AI is increasingly becoming a fundamental component of technology and business operations. This shared sentiment highlights the importance of staying abreast of technological advancements and ensuring our educational offerings remain relevant and forward-thinking.
	Katherine shared that she and Julio have engaged in discussions concerning AI and its multifaceted implications. They have recognized the importance of ensuring that students not only comprehend the moral implications of potential AI-enabled cheating in tests but also grasp the broader impact of this technological advancement on our future. This dual perspective aims to equip students with a comprehensive understanding of the ethical considerations and the transformative potential of AI, reinforcing the need for a holistic approach to AI education within our curriculum.

During the meeting, Katherine formally requested a vote on the proposals presented. The Meeting Chairperson called for a vote, and the outcome was unanimous, with all participants in favor of moving forward with the proposed initiatives. This consensus reflects a positive endorsement of the ideas and plans discussed during the meeting.

Industry Perspective Discussion:
Adam Ward shared valuable insights about the transformative impact of AI on various jobs, both within the IT sector and beyond. He emphasized that AI is poised to bring about fundamental changes in the nature of employment. Adam highlighted several emerging roles that are likely to become increasingly prominent, including "Prompt Engineer," "Chatbot Developer," and "Systems Interface Specialist." He further noted that these new roles represent a significant shift in the job landscape and indicated that these changes will become more pronounced in the coming years. This perspective underscores the need for organizations and educational institutions to adapt to these evolving industry trends.

Ashley Shoop added that her organization is currently in the process of establishing a dedicated department team focused on automation, programming, and AI. This development underscores the organization's commitment to staying at the forefront of technology and harnessing the potential of these transformative fields. It also reinforces the importance of aligning our educational programs with the evolving needs of the organization and the broader technology landscape.

Katherine asked if there were any additional points or questions to discuss. Ashley and Danny expressed their support for the idea of adding Technical Writing to the course program, underscoring its importance and relevance. This feedback reinforces the value of this addition in equipping students with essential communication skills in the field of technology.

Katherine: "Are there any final comments or questions before we conclude today's meeting?".
No questions or comments meeting was ended.

Due before the next meeting	
	Other Discussion:
	None
	The meeting adjourned at 9:45 AM
Curriculum Decisions:	Input to be emailed to Dept. Chair
Other:	

CHAIRPERSON SIGNATURE (or designee):	DATE:	NEXT MEETING:
Dr. Katherine Oser	3 NOV 2023	TBD