

Advisory Committee Meeting Record

CHAIRPERSON: Abdul Subhani, Centex Technologies, President & CEO		
MEETING DATE: 12 November 2021	MEETING TIME: 10:00	MEETING PLACE: WebEx Virtual
RECORDER: László Eösze		PREVIOUS MEETING: 17 November 2020

MEMBERS: (P = Present)

OTHERS PRESENT:

(P?)	Name and Title (List all	Business Affiliation	Name and Title
P	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	
P	Mr. Norman Veit	CGI Group, Inc., Technologies & Solutions, IT Director	
P	Mr. Danny Cantrell	CGI Group, Inc., Technologies & Solutions, Deputy IT Director	
P	Mr. Adam Ward	Bell County, Director, Technology Services	
	Mr. John Hocking	KISD, Director of Network & Security Operations	
	Mr. Carl Elkins	Advent Health Systems, IT Director	
	Mr. Willie Resto	City of Killeen, Executive Director, IT Services	
P	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. Laszlo Eosze	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. "(CTC's previous storage system is being discontinued)	
Old Business:	- Curriculum changes - Joint meetings at TAMU-CT	
New Business:	Open Educational Resources (OER)	
	Graduate and Degree Plan Review	
	Proposed Instructions and Curriculum changes	
	Industry Perspective and Discussion - Employment trends - Knowledge, Skills & Abilities recommendations	
Curriculum Decisions:	Pending input for next meeting: - Curriculum initiatives	
Other:		

## MINUTES

Key Discussion Points	Discussion
Old Business:	Please review Minutes and contact us if they need correcting.
	Coordination with TAMU-CT: Dr Oser was unable to attend last meeting, is still waiting for information from that. Mr. Ward said there were \$35,000 in grants, and to contact Dr. Khoja at TAMU-CT. Make sure contact between us is retained through personnel changes.
New Business:	Change at CGI: Norman Veit's successor is Danny Cantrell. Changes in our Dept: We have 8 new Adjuncts. We need many more, including full-time and local. Impending departures of Dr. Oser and Laszlo Eosze.
	<b>Campus/Curriculum Initiatives</b> - Due to COVID, there have been no new initiatives, only: Cisco course structure had changed, so we brought our course titles in-line with them.

	<p><b>Program Development/Student Recruitment, Retention</b></p> <ul style="list-style-type: none"> <li>- We identified low performance with our Cyber Certificate 1. Reasons include: introduction and emphasis on the new CDIA certificate and program and the existence of two similar level 1 certificates.</li> </ul> <p>IE provided a list of students on old AAS who are eligible for this Cert, we are contacting them to offer it.</p> <p>It takes 25 graduates in 5 years to be in good standing; we had 19.</p> <p>-&gt;One option may be to eliminate one of the similar certificates.</p> <p>➔Please email your recommendations to Dr. Oser, Mr. Subhani, and Mr. Eosze.</p>
	<p>We have lots of High School students but our overall numbers are low.</p> <ul style="list-style-type: none"> <li>- Based on a survey by Prof. Welch, the current H.S. students are told not to bother with CS courses because if they are on an Interdisciplinary Studies degree plan, they are wasting their time. We are now considering changing the pathway to a CS.AS degree, by converting the BCIS and ECON classes to CS courses.</li> <li>- One problem is lack of communication between our department's planners and High School administration Mr. Subhani asked if the department had direct interaction with KISD folks. Dr. Oser said direct contact has been forbidden. After-the-fact clarification; direct contact without appropriate CTC POC involved is forbidden.</li> </ul> <p>➔Mr. Ayers and Mr. Subhani will establish contact and nudge things along. Dr. Oser will provide them written input.</p>
	<p>Mr. Ward asked if there was a recruitment problem (new students)?</p> <ul style="list-style-type: none"> <li>- Everyone talks COVID, but we've also noticed that the students who return are of a different frame of mind: sleeping in class or even disrupting. Mr. Subhani mentioned that has always been the case, but now more so.</li> <li>- Mr. Subhani commented that Dallas and Austin have a different market, but the pricing is very different. Our marketing [should be able to exploit that].</li> <li>- We discussed difficulty of marketing our programs given financial and administrative constraints.</li> </ul>
	<p><b>OER:</b> We continue under significant emphasis to go OER. Mr. Ahlhelm is currently working on 3 courses right now. Dr. Oser explained that we must also depend on the Vendors for our online labs. We use AWS and Cisco labs whenever possible and W3C schools for tutorials.</p>

	<p><b>Graduate and Degree Plan Reviews:</b> (Ref: CITS AC Data.xlsx)</p> <ul style="list-style-type: none"> <li>- The numbers are for graduates by degree and semester, the degrees in red font or ones that have been archived.</li> <li>- Impacting our numbers: in 2018 we realigned our courses to National standards. 2019 + 20 were COVID.</li> <li>- Web Technologies Cert: students claim they don't need us; they can learn everything on Google.</li> <li>- Asked for clarification on the numbers, Dr. Oser said they are rather "mushy", because there is no real tracking. Students can be on 7 degrees at the same time, even totally different ones, and we don't know what their intent is.</li> </ul>
	<p>Dr. Oser believe that IT and Network Admin degrees are "good" and that Cyber will go back up.</p>
	<p>Dr. Oser also wants to push Help Desk Cert for Dual Credit students. This push used to be assisted by Mark Pollock, who retired and whose job was transferred out of Dean's office. (Mr. Ayers offered the help of his office).</p>
	<p>We have no data on Computer System Technician Cert (CST19). This Cert is our support of the old Electronics degrees, which their last advisory council had asked for. This year Mr. Ahlhelm has one (1) student in three courses.</p>
	<p>Telecommunication Technician Cert (ELN17): With the retirement of Prof. Welch, we have no one left to teach CCNA3. We may need to kill this certificate program.</p>
	<p>Mr. Ward commented that Web Design/Web Development may have transitioned to a combination of Web, Facebook, and Twitter. This type of skill is now more in the Social Media and Content Manager set.</p> <ul style="list-style-type: none"> <li>- Dr. Oser will contact Mr. Ledger and Dr. Reese about teaming up on something.</li> <li>- Are there other ideas along this line?</li> </ul>
	<p>Marketing seems to be a problem at CTC right now. We are told that money is not available for advertising our program.</p> <ul style="list-style-type: none"> <li>- "Can we use our department's money?" No: We currently have no money in our budget at all.</li> <li>- Mr. Ayers suggested we use our partners to help push our programs. Please provide him pertinent information.</li> </ul>

	<p><b>Employment trends:</b></p> <ul style="list-style-type: none"> <li>- Mr. Ward and Mr. Subhani discussed how Audio/Visual is the focus now (post pandemic); there was a convergence in the market. A/V is not the same as IT but they have much in common.</li> <li>- Mr. Subhani also added the heavy use of SharePoint, because of the many employees in disparate locations. An M.S. with 4-5 years' experience makes \$110k-\$120k.</li> <li>- "Facilities" and "IT" ("IoT") also had a convergence: The Air Force saved a lot of money through a pilot program using sensors to determine when A/C filters needed changing.</li> <li>- Electronics skills are also good for water use monitoring, etc. (sensing voltage drops).</li> <li>- Mr. Ward mentioned that this IoT convergence is a good idea to focus on for marketing too.</li> <li>- Cybersecurity is getting to be a required skill by government entities.</li> </ul>
	<p>As we update our BCIS1305 (Business Computer Applications), which is more useful to teach: Office 365 or Office 2019? (one is cloud based, the other computer). Mr. Subhani pointed out that many smaller businesses are going to web-based software, and with Windows 11 coming, everything will be going on the web; students should start learning about it).</p>
	<p>Soft skills are still in high demand – especially after COVID, where there was not even a hand shake.</p>
Due before next meeting	<ol style="list-style-type: none"> <li>1. Dr. Oser provides written input on High School issues for Mr. Subhani and Mr. Ayers. (scheduling data, program support)</li> <li>2. Dr. Oser provides written input on DC students and Help Desk Cert for Mr. Subhani and Mr. Ayers.</li> <li>3. Input to Dr. Oser and Mr. Subhani: Comments on Web Technology Cert. (Useful? How change?)</li> <li>4. Any proposed changes: send to Dr. Oser. (IoT as part of IT.AAS?)</li> </ol>
	<b>Other Discussion:</b>
	None
	Meeting adjourned at 11:05
Curriculum Decisions:	Input to be emailed to Dept. Chair
Other:	

CHAIRPERSON SIGNATURE (or designee): Dr. Katherine Oser	DATE: 11/12/2021	NEXT MEETING: April 2022
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