Information Technology Advisory Meeting Reminder

Fall 2015 Invitation

Dear {{fname}},

The Information Technology faculty at M State (Minnesota State Community and Technical College) invites you to our advisory meeting. The meeting is **September 29, 2015 @ 6:30 pm in room B150** (outside door N3) or through WebEx. Please contact us if you wish to have a campus map with the room numbers or more information about joining with WebEx.

The Advisory Meeting consists of Information Technology professionals guiding the curriculum and instructional direction of our Information Technology programs. Our current program offering is Computer Programming – AAS, Information Technology – AS, and Network Technology and Security - AAS. Please contact us if you wish to have a copy of any or all of our curriculum offerings.

We very much need your input to our programs. We would be grateful for a reply to this invitation, so we may accurately plan enough food for the meeting. You may extend this to other professionals you think would help us improve our curriculum and instruction. The meeting agenda is below and with additional information at <http://brazil.minnesota.edu/advisory/advisory.html> .

We look forward to seeing you.

Yours,

Minnesota State Community and Technical College Information Technology Faculty

Dan Carter, Computer & Network Technology Instructor (Wadena), Dan.Carter@minnesota.edu

Deb Flaskerud, Computer Programming Instructor, Deb.Flaskerud@minnesota.edu

Dave Hjalmquist, Computer Programming Instructor, [Dave.Hjalmquist@minnesota.edu](mailto:Dave.Hjalmquist@minnesota.edu)

Janet Szczech-Johnson, Computer & Network Technology Instructor (Wadena), Janet.Johnson@minnesota.edu

Randy Johnson, Information Technology Instructor, Randall.Johnson@minnesota.edu

Tim Preuss, Information Technology Instructor, [Tim.Preuss@minnesota.edu](mailto:Tim.Preuss@minnesota.edu) or tim\_preuss@my.minnesota.edu

**Agenda for Fall 2015**

* MSCTC/MState welcome
* Introductions
* Review/Revision/Approval of last meetings minutes
* Membership list additions and/or removals
* WebEx procedure – virtual attendees
* Graduation Data discussion
* Curriculum Development
  + What skills are necessary for an associate degree to get a job?
  + What positions are available for an associate degree?
  + Participants may use the Associate-Degree Curriculum as a discussion starting point on http://brazil.minnesota.edu/advisory/
* Updates from last meeting
  + Computer Programming – AAS
    - Current curriculum review/discussion
    - Committee Recommendations
  + Network Administration and Security – AAS
    - Current curriculum review/discussion
    - Committee Recommendations
  + Information Technology – AS
    - Current curriculum review/discussion
    - Current articulation agreement expires May 30, 2018
    - ACM SIGITE guidelines on <http://brazil.minnesota.edu/advisory/>
    - Committee Recommendations
* Discussion: Identify current and future trends/technologies
  + Topics, concerns and ideas committee members wish to communicate to MSCTC/MState
* AAS development
  + If there is time, MState would appreciate the committee’s input in an AAS degree being developed.
  + Committee Recommendations

Advisory Member Functions (MSCTC Advisory Committee Guide)

* Identify specific subject areas of program inclusion
* Prioritizing the recommend subject areas
* Specifying appropriate program content level
* Reviewing program outcomes on an ongoing basis
* Assessment of program quality
* Specifying appropriate foundational skill standards for local needs
* Identifying general education and related technical skills needed by graduates
* Recommending equipment to support the program content