

M State IT AAS Advisory Board Meeting

November 18, 2015

G107C – 5:30

**Members: (Those in attendance are in bold**.) Clint Bachman, **Sharon Buermann**, Marlene **Craik**, **Steve Erickson**, Zach Hemenway, John Jacobson, **Joanna Jesser**, Joshua LaFave, Vanessa Mitzel, T**ravis Sjolin**, Travis Vinje, **Eric Wilkens**, **Lisa Ziegler**

Meeting Minutes

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| Topic | Discussion/Outcome |
| 1. Welcome and Introductions |  |
| 1. Tour of G116 Capture room and new Information Technology space    1. Detroit Lakes strategic plan: virtualization |  |
| 1. Current IT offerings based in Detroit Lakes    1. Information Technology AAS Online       1. Program Plan       2. Course Descriptions       3. Delivery Methods | * Objectives that hit soft skills are imperative. * Program objectives: add in #11: it’s OK to ask for help * Certifications tend to be very important; also continued learning   + CCENT is minimum for a lot of networking jobs up and coming (Cisco 1 and 2) * Objective 9 should include end-user supporting skills, not just customer service skills   + Documentation, notes on a ticket, writing knowledge base articles * 3D’s: Document, Design, and Deploy * In #7 remove “across an organization” * Program Plan:   + Change summer term to say 1st, not 2nd (and 2nd not 3rd)   + We structured no more than 12 credits per semester   + Post a plan for spring starts – not officially on our site as of yet   + Interview students on what they feel about taking Linux and NOS at the same time – switch Linux with Intro to Programming and Scripting?   + Should Intro to Programming and Scripting be in the first year?   + Sequencing – Steve to help Marlene and Joanna pull success rates to help figure out how to sequence courses * Course Descriptions:   + IT Essentials:     - Repairing mobile devices is as important, or more important than desktop/laptops   + IT Essentials 2:     - Would Dell or HP send students computers to work on?     - CHC might have desktops to use as well if we figure out the shipping. They could create a kit to rent/borrow. Explore options.     - Process made – could apply to Cisco or other courses     - Typo in #7 objective |
| 1. What does industry need from our students? What are the key skills that are needed in order to meet job requirements?    1. Discussion:       1. Review Program Outcomes       2. Review Program Plan (courses – add/delete/changes)       3. Delivery Method (hybrid, all online, blended, etc.) | * From John Jacobson:   + Students need basic troubleshooting skills, and the ability to think through a problem when they can’t obtain the answer via Google (critical thinking)   + The fundamentals of virtual technology need to be taught – both desktop and server     - Virtual switches and concepts     - We are a VMWare academy   + The fundamentals of IP networks (public vs private, ideal size for subnets, basic DNS and DHCP principles) * From Vanessa Lamblez:   + Cisco/Static IP setups/Calix/Port Forwarding   + Access points and/or WiFi extenders   + Fiber Optics (concepts) * Cisco 1 and 2 are imperative (CCENT) * Check with Tim (or Janet) or Pam (MN West) about simulated call curriculum * Decision-making skills “on-the-spot” * Make sure Active Directory is well taught * Do we bring back Disaster Recovery?   + Include in Security Cert?   + Include in IT AAS? |
| 1. Are you willing to offer internships?    1. How many?    2. When?    3. Paid? Unpaid? | * Arvig:   + One intern from DL and one from Wadena   + Would like to do paid, may not be an option   + Would like internship to be massive interview – they test student, student tests them – many different areas with many different tasks   + Eric will be the contact * Perham Health and Shooting Star have taken interns in the past * RDO:   + No official program yet   + Team restructure at this point   + New building/construction possibility to open up more possibilities   + Travis will be the contact   + Paid is an option * Essentia does internships – find contact * Lakeland and other health systems may take interns |
| 1. Career Information:    1. New technologies    2. How to post careers for students | * MDM * Cloud computing (Office365, Sharepoint, check in/check out) * SaaS * SLAs * Project Management * Flash/storage * HTML5 * Use and support collaborative software (AdobeConnect, WebEx, etc.) * Post careers at careers.minnesota.edu |
| 1. Suggestions/questions    1. Are there soft skills we need to focus on more?    2. Can we set up access for you to remote in? | * From John Jacobson:   + Communication skills both written and verbal are imperative   + Time management and organizational skills are essential   + Being detail-oriented is also essential |
| 1. Other topics | * Contact previous students for help in curriculum |
| 1. Next meeting:    1. Time/date    2. Virtual or Face-to-face? | * March? Mondays and Wednesdays * Combined face-to-face and virtual option (recorded?) |
| 1. Other |  |