Information Technology Advisory Meeting Reminder

Spring 2018 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 **February 23, 2018 @ 1:00 pm in room B150** (somewhat near 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#Meeting_Agendas> or <http://brazil.minnesota.edu/advisory/spring2018/S2018-IT-advisory-agenda-A.pdf> .

We look forward to seeing you.

Yours,

Minnesota State Community and Technical College Information Technology Faculty

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**Agenda for spring 2018**

* MSCTC/M State welcome and updates
  + Communications Check (Audio and Video)
  + Additions/approval of agenda
    - *M State is requesting more input from advisory committees. What topics would the members wish to discuss?*
  + Approval of last meeting minutes
  + Introductions and membership list updates
    - *Note: MState recommends a sign in sheet. Please bring or send a business card so we may populate the sign in sheet, thank you.*
* Chair/Vice Chair discussion/elections
  + *Note: MState recommends each committee have a Chair and a Vice Chair. Currently, this committee only has a Chair.*
* Program Updates/Changes since last meeting
  + Computer Programming – AAS
    - <http://brazil.minnesota.edu/curr/CP_AAS_2017.pdf>
    - This is a review of the current curriculum.
  + Information Technology Database Administration – AAS
    - <http://brazil.minnesota.edu/curr/IT_database_fall2017.pdf>
    - This is a review of the newly adopted curriculum.
  + Network Administration & Security – AAS
    - <http://brazil.minnesota.edu/curr/nat_aas_fall2017.pdf>
    - Minnesota is beginning work on a statewide pathway for security education. The plan is associate degrees easily leading to bachelor degrees easily leading to master degrees.
  + Information Technology – AS
    - <http://brazil.minnesota.edu/curr/IT_AS_fall2017.pdf>
    - Articulation agreement update
  + Network Security – Certificate
    - <http://brazil.minnesota.edu/curr/netsec_certificate_fall2015.pdf>
    - At some point, the Minnesota security pathway may include certificate programs leading to associate degree programs.
  + Cisco Certificate
    - <http://brazil.minnesota.edu/curr/cisco_fall2012.pdf>
  + The following are curriculum standards used in curriculum design.
    - <http://ccecc.acm.org/files/publications/ACMITCompetencyModel14October201420150114T180322.pdf>
    - <http://ccecc.acm.org/guidance/software-engineering/objectives/>
* Discussion of Student and Program Graduate Performance
* Enrollment (Fall 2017):
  + Cisco Certificate: 6
  + Computer Programming: 35 online, 63 Moorhead
  + IT-DBA: 1
  + IT-AS: 55
  + NAS: 33
  + Sec. Cert: 2
* Retention (3 yr combined data): Fall to Spring, Fall to Fall
  + Programming Online: 59%, 50%
  + Programming Moorhead: 53%, 40%
  + IT-AS: 67%, 64%
  + NAS: 68%, 65%
  + For the remaining programs, there is too little information for retention rates.
  + Placement Rates
  + Advisory Committee Survey Results
* Discussion of Industry Trends
  + What is the group’s current perspective on entry-level jobs in the field?
  + What technology/concepts must students master before graduation?
  + What technology/concepts should students master before graduation?
  + What technology/concepts are no longer necessary for student mastery before graduation?
  + What advice does the group have for IT area entry-level job seekers?
* Course and Program Plan Review
  + Note: MState recommends advisory committee setup a rotating schedule for reviewing course and program plans.
* Program Outcome Review
  + Note: MState recommends advisory committee setup a rotating schedule for reviewing program outcomes.
* Program Needs
  + Partnerships
  + Equipment
  + Recruitment
  + This is a call for Internships and entry-level job opportunities for M State students.
* Other
* Next Meeting Date

Actions Items

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