

MISSION: Provide dynamic learning for living, working and serving. VISION: A success story for every student and stakeholder.

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| ADVISORY COMMITTEE MEETING | | | |
| Advisory Committee: | Computer Programming, Information Technology-AS and Network Administration & Security | | |
| Meeting Date: | February 23, 2018 | Chair: | James Anderson |
| Time: | 1:00 pm | Vice Chair: | None Yet |
| Location: | B150 and WebEx | Recorder: | Dave Hjalmquist |
| Committee Members: | Carrie Scarr, James Anderson, Mike Saunders, John Kollman, Jody Bauer, Greg Depee, Travis Durick, Bruce Curtis, Don Stieha, Dave Ownings, Randy Hocomb, Johan Lucas, Shane White, Jeff Martinson, Kris Boland, Janet Johnson, Deb Flaskerud, Dave Hjalmquist, Tim Preuss, Carrie Ward | | |
| Resources: |  | | |

*Important Note: Advisory Committees meet twice per year. While every topic on the agenda template may not be addressed at both meetings, all topics should be addressed over the course of the year.*

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| AGENDA/MINUTES | | |
|  | Agenda | Minutes/Decisions |
| 1. | Welcome and Updates   * Communications Check (Audio and Video) * Call meeting to order * Additions/approval of agenda * Approve last meeting minutes * Update advisory membership list and introduce new members (using sign in sheet) * College update from an academic dean | James welcomed everyone and we did introductions  Mike Saunders moved and Dave Ownings 2nd a motion to approve the agenda for the Fall 2017 Advisory Board meeting, motion carried  John Kollman moved and Janet Johnson 2nd a motion to approve the minutes from the Fall 2017 Advisory Board meeting, motion carried  Carrie Ward talked about the process of hiring a new president for M State.  Carrie Ward talked about a scholarships and applying for them.  Carrie Ward talked about our Workforce Development Training. |
| 2. | Chair/Vice Chair Elections | James Anderson asked the group what they wanted to do concerning about having a vice chair. The group decided James Anderson and Tim Preuss would handle the vice chair. |
| 3. | Program Updates/Changes Since Last Meeting | Deb Flaskerud discussed our math requirements being MnTC #4.  Mike Saunders asked about what type of databases classes we have.  Tim Preuss discussed and explained all the IT programs to the group.  Travis Durick asked about what we are doing concerning cloud computing. Tim Preuss and Janet Johnson talked about the issue.  Tim Preuss talked about our IT AS program and how it can transfer to MSUM. |
| 4. | Discussion of Student and Program Graduate Performance   * Student retention and completion * Placement rates * Student success stories * Advisory Committee Survey results | The data is available to committee member for review at <http://brazil.minnesota.edu> . |
| 5. | Discussion of Industry Trends | Tim Preuss asked the group on what trends they see coming.  Travis Durick said he sees old technology coming back. This means integrated the new with the old. Specifically telemetry data and RS-232 were given as examples.  Other items discussed were the Top Twenty Critical Controls, multifactor authentication, serverless computing, ethics, job search skills and customer service skills.  Shane White talked about hyperconvergence  Don Stieha said conversions from one system to another system due to mergers.  Mike Saunders said students looking for jobs they should know PowerShell and Bash programming.  Bruce Curtis talked about virtual machines and AWS. |
| 6. | Course and Program Plan Review |  |
| 7. | Program Outcome Review |  |
| 8. | Program Needs (partnerships, equipment and recruitment) |  |
| 9. | Other | Dave Ownings talked about Customer Service and said the public speaking class should be tailored to the IT program. Also he discussed students creating cover letters and resumes and how electronic resumes are tailored to look for certain keywords.  Carrie Ward talked about the students options for taking one of our communications classes.  Carrie Ward said the state no longer requires that there 15 general education credits in a program but our college is still requiring them.  There was a group discussion on communication skills.  Tim Preuss will pull the information from Marketing’s customer service class.  James Anderson mentioned he would like to see students take an Ethics class.  It was asked if the Software Development Cycle was taught in any class. It current isn’t in any class.  Scrum and Agile software development life cycle was discussed.  DevOps is a set of practices that automates the processes between software development and IT teams and it also was discussed.  Tim Preuss asked how much scripting should be done and how much should students know.  Don Stieha asked Tim Preuss to weigh the possible electives.  Deb Flaskerud asked the group how important was a 4 year degree. Carrie said things have changed and now a 2 year degree is very acceptable.  Deb Flaskerud asked how a student gets in the door with no experience. Mike Saunders said it is an HR problem mainly. Mike Saunders said they should do networking with their peers.  Jody Bauer asked how often we have job fairs. Carrie Ward said the job fairs are starting to be more focused to certain industries and we have quite a few of them.  Deb Flaskerud asked about industry setting up internships. Jody Bauer said it would be helpful in hiring students. There was group discussion on internships. |
| 10. | Next Meeting Date | James Anderson said the next meeting will be announced to the group later.  Mike Saunders moved and Travis Durick 2nd a motion to adjourn. |

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| ACTION ITEMS | | | |
|  | Action Item(s) | Owner | Target Date |
| 1. | Identify candidates for vice chair | Tim Preuss | Next Meeting |
| 2. | Prepare a review of MState Customer Service, ethics, writing and speech classes for committee review | Tim Preuss | Next Meeting |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |

**REMINDER:** Upload meeting minutes in the Employee Portal>Files and Forms>[Academic](https://employees.minnesota.edu/files/forms/?s=14)