Information Technology Advisory Meeting Reminder

Spring 2019 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 22, 2019 @ 1:00 pm in room B150** (somewhat near door N3) or through Skype or similar tech. Yes, I really to hope the weather cooperates. Please contact us if you wish to have a campus map with the room numbers or more information about joining using remote conferencing technology.

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> .

We look forward to seeing you.

Yours,

Minnesota State Community and Technical College Information Technology Faculty

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Deb Flaskerud, Computer Programming Instructor, [Deb.Flaskerud@minnesota.edu](mailto:Deb.Flaskerud@minnesota.edu)

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

Janet Johnson, Computer\Networking Instructor, [Janet.Johnson@minnesota.edu](mailto:Janet.Johnson@minnesota.edu)

Tim Preuss, Information Technology Instructor, [Tim.Preuss@minnesota.edu](mailto:Tim.Preuss@minnesota.edu)

**Agenda for Spring 2019**

* 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
  + *Vice Chair progress report*
* Discussion of Industry Trends
  + Educators and those who fund them should ensure that cybersecurity curricula include a strong focus on computing fundamentals to help prepare students to take on critical technical roles.
  + Instructors should work to incorporate hands-on learning opportunities like competitions, challenges, and cyber ranges into cybersecurity curricula to build practical skills in students and forge partnerships with local employers to allow students to partake in apprenticeships and internships that will expose them to the cybersecurity work environment.
  + Educators should support the growth of soft skills in cybersecurity students by emphasizing team assignments throughout educational curricula and by developing approaches to teaching and assessment that stress written and verbal communication.
  + <http://csis-prod.s3.amazonaws.com/s3fs-public/publication/190129_Crumpler_Cybersecurity_FINAL.pdf>
  + Advisory Group Comments
* Program Updates/Changes since last meeting
  + Computer Programming – AAS
    - <http://brazil.minnesota.edu/curr/CP_AAS_2017.pdf>
    - Outcome Review
  + Information Technology Database Administration – AAS
    - <http://brazil.minnesota.edu/curr/IT_database_fall2017.pdf>
    - Outcome Review
  + Network Administration & Security – AAS
    - <http://brazil.minnesota.edu/curr/nat_aas_fall2017.pdf>
    - Outcome Review
  + Information Technology – AS
    - <http://brazil.minnesota.edu/curr/IT_AS_fall2017.pdf>
    - Outcome Review
  + Network Security – Certificate
    - <http://brazil.minnesota.edu/curr/netsec_certificate_fall2015.pdf>
    - Outcome Review
  + Cisco Certificate
    - <http://brazil.minnesota.edu/curr/cisco_fall2012.pdf>
* 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.
* College update
* 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