Fall Program Advisory Committee Meeting Minutes

Information Technology Services   **Thursday, October 18, 2018**

Minutes for breakout sessions:

Members Present:
Elaine Batzer, Instructor
Jody Norton, Instructor   Ted Neary, Network Coverage
Billy Maker, Motion Recruitment   Seth Chouinard, student
Mark Ambrefe, MITRE   Corey Tapper, Tech Evolution

Program Facilitator: Jody Norton, Instructor
Meeting Minutes: Elaine Batzer, Instructor
Committee Chair: Corey Tapper, Tech Evolution
General Advisory Committee Representative: Corey Tapper, Tech Evolution

- Accepted Spring meeting minutes

- Review Shop/Laboratory Facilities and Equipment
  - PAC stated that our new equipment purchased with the help of the Capital Skills Grant is great. Still need to eventually upgrade the computers in C-216 to support newer technologies such as virtualization if we want to make Cyber a major focus of the ITS program. Suggested sticking with a 3 year cycle.
  - Reviewed 2 areas of the Quality Assessment Tool (Program Design and Facilities, Materials, and Equipment). A copy was placed in the folder.

- Annual Programmatic Review
  - PAC completed Annual Programmatic Review document (NIOSH), Curriculum Bias Review document, PAC Committee Composition/Representation form, and updated green membership form.

- Data Review
  - PAC could not discuss MCAS data because it has not being released yet.

Cooperative education statistics for both the school and the ITS program are below average because of factors such as students wanting to finish a certification, transportation issues, and we need more cooperative education partners.

- National Program Standards
    - PAC still agrees that we should be following Industry based trends and National/International Industry Certifications more than the MA CVTE ISSN frameworks due fast moving industry. PAC committee believes ISSN frameworks are outdated as soon as they finished with the long approval process.

- Review of Course of Study / New Trends in Occupational Area
    - Ms. Batzer and Mr. Norton explained the new four year sequencing of courses.
    - PAC still likes the thought of using Academic Week for the Addition of Programming.
        - PAC members liked that Python was the language being taught. They also liked that we are trying to always stay current and realize how difficult that is. However, they still suggest that we need to always focus on the basics and employability skills. They or the employer can teach students the specific technology skills needed for the job.
        - Tech Evolution is still transitioning its primary business towards security.

- Student Enrollment / Placement
    - ITS numbers are healthy, we will discuss new enrollment data at our next meeting. The ITS program is working on improving placement data, however all of last years seniors graduated with competency attainment and a number of certifications/credentials.

Meeting adjourned at 9:05 pm.