

**Advisory Committee Fall 2018 Annual Meeting
Computer Information Science**

Vernon College – Skills Training Center Thursday November 15, 2018 at 4:00pm

Matt Prescott – Chair
Deanna Scheffe – Vice Chair
Karen Fite - Recorder

Members Present:

Deanna Scheffe - Cryovac
Zac Scheffe - Cryovac
Bryce Nickles – Ask Computer Services
Troy McKenzie – Faith Community
Hospital
Jeff Peterson – Kell West Hospital
Karen Fite – Workforce Solutions
Jauentino Quintanilla – Sheppard AFB
Darla Silva – Workforce Solutions NTX
Joshua Mays – Clinic of North Texas
Christopher Wilton – North Central Texas
Community Healthcare
Stephen Caldwell – Vernon High School
Matt Prescott – Datroo Technologies

Members Absent:

Anthony Kirby
Nathan Jacobi
Jeffery Griner

Facility and Staff Present:

Sharon Wallace
Shana Drury
Holly Scheller
Elizabeth Crandall
Holly Scheller

Matt Prescott discussed the new business:

Program Outcomes:

Discussion and review took place among committee members regarding the program outcomes listed below.

1. Identify all internal/external hardware components of computer systems (PC's, laptops, servers) and demonstrate the ability to assemble/disassemble these systems.
2. Assess the operating efficiency of various computer systems and provide preventative maintenance, upgrades, and replacement components as needed.
3. Install, maintain and upgrade the various operating software on computer systems, including the IOS software used by high-end networking devices (routers & switches).
4. Install and maintain all networking connectivity devices typically found within the normal operations of the home or business.
5. Identify common problems affecting computer systems; troubleshoot and present solutions which improve daily operations and the quality of networking connectivity.
6. Develop and implement security protocols (policies and procedures) at all levels of computer use and networking to ensure daily business operations will not be compromised.
7. Provide customer support and maintain a professional working relationship with customers and co-workers.

*After discussion, Matt Prescott asked for a motion to approve program outcomes.
 Stephen Caldwell made motion to approve program outcomes as presented.
 Darla Scheffe seconded the motion.*

The motion to approve program outcomes passed.

Assessment Methods:

Matt Prescott asked that assessment methods and results be discussed and asked Mr. Blackburn to elaborate.

The student will demonstrate proficiency in the objective listed in the program outcomes, through participation in class activities/projects and performance on quizzed and/or examinations. (Course outlines/rubrics noted grading computations).

Students will be required to complete all Projects labs that pertain to the goals of this course. Throughout this course, review of follow-up reports, during this course will outline their progress on projects and goals and will be reviewed by both the Instructor and student upon completions of all assign projects. Their grade will be based upon how well they accomplish the special projects, written questions, tests and the evaluation process to accomplish what is needed with the workforce. (Grading Rubrics attached.)

*Matt Prescott asked for a motion to approve assessment methods and results.
 Troy McKenzie made motion to approve assessment methods and results as presented.
 Bryce Nickels seconded the motion.*

The motion to approve assessment methods and results passed.

Workplace Competency

Workplace competencies were discussed in detail as the table reflects below.

Workplace Competencies are verified through course, tests, and activities that students demonstrate their ability to assemble, install software, maintain and troubleshoot computer systems and networks based on the skills learned within their degree plan. This course is taken during the last semester before graduation. Capstone course:

**ITNW 2335 Application Problem Solving (and/or)
 ITSC 2364 Practicum – Computer and Information Science**

Program Outcome	Number of students who took course (Fall 2017/Spring 2018)	Results per student	Use of results

<p>1. After graduation, students will be able to recognize key components, internal and external and operate a variety of computer systems used in various environments used to produce efficient, accurate production of data.</p> <p>2. After graduation, students will be able to assemble, install and maintain various computer systems that are used in a variety of application today.</p> <p>3. After graduation, students will be able to understand various internal operating systems used in computer systems as well as maintain and troubleshoot errors.</p> <p>4. After graduation, students will be able to setup, maintain, and troubleshoot high-end networking devices as well as operate the ISO software needed to maintain a LAN/WAN network.</p> <p>5. After graduation, student will be able to troubleshoot and solve problems which impact the level of quality of networking of all levels and present solutions to improve network connectivity.</p> <p>6. During course work, students will development personal attributes, soft-skills desired by today's employers to be successful as leaders, team members, and followers in a diverse labor force population.</p> <p>7. Implement security measures within all aspects of Computer systems (end-users, high end systems).</p>	<p>(Fall 2017) 1 APS 1 Practicum * Students must complete all (7) program outcomes to pass this course.</p>	<p>1 student @ 100% 1 student @ 100%</p>	<p>The results from the Workforce Competencies indicated the abilities of the students to perform the various duties/skills needed to succeed in the IT field. All results of the (7) Program, outcomes were analyzed for areas of improvement in the classrooms and/or workplace.</p>
	<p>(Spring 2018) 10 APS 0 Practicum * Students must complete all (7) program outcomes to pass this course.</p>	<p>4 students @ 100% 6 students @ 85%</p>	<p>The results from the Workforce Competencies indicated the abilities of the students to perform the various duties/skills needed to succeed in the IT field. All results of the (7) Program, outcomes were analyzed for areas of improvement in the classrooms and/or workplace.</p>

After explanation from Sharon Wallace, Matt Prescott asked for a motion to approve workplace competency.

Troy Mckenzie made motion to approve workplace competency as presented.

Deanna Scheffe second the motion.

The motion to approve workplace competency as presented passed.

Review program curriculum:

Computer and Information Sciences, A.A.S.

CIP 11.0901

Instructional Location - Skills Training Center

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time - 2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314	College Algebra	3
	or	
MATH 1332	Contemporary Mathematics	3

SPCH 1315	Public Speaking	3
SFF>	Language, Philosophy, and Culture or Creative Arts Elective	3

Major Requirements (45 SH)

CPMT 1451	IT Essentials: PC Hardware and Software	4
ELPT 1355	Electronic Applications	3
ITCC 2443	Network Security	4
ITNW 1325	Fundamentals of Networking Technologies (A)	3
ITNW 1354	Implementing and Supporting Servers	3
ITNW 2312	Routers	3
ITNW 2335	Network Troubleshooting and Support	3
ITNW 2421	Networking with TCP/IP	4
ITNW 2453	Advanced Routing and Switching	4
ITSC 2335	Application Software Problem Solving	3
	or	
ITSC 2364	Practicum (or Field Experience) - Computer and Information Sciences, General	3
ITSC 2339	Personal Computer Help Desk Support	3
ITSE 1401	Web Design Tools	4
ITSE 1402	Computer Programming (A)	4
	Total Credit Hours:	60

> To be selected from the following: **ARTS 1301, DRAM 1310, DRAM, 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306** (A) Course included on the State's Advanced Technical Credit list. (See **Advanced Technical Credit**.)

Verification of Workplace Competencies: Capstone Experience –

ITSC 2335	Application Software Problem Solving	3
	or	
ITSC 2364	Practicum (or Field Experience) - Computer and Information Sciences, General	3

Computer and Information Sciences, Level 1 Certificate

CIP 11.0901

Level 1 Certificate

Instructional Location - Skills Training Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Major Requirements (31 SH)

CPMT 1451	IT Essentials: PC Hardware and Software	4
ITNW 1325	Fundamentals of Networking Technologies (A)	3
ITNW 1354	Implementing and Supporting Servers	3
ITNW 2312	Routers	3
ITNW 2335	Network Troubleshooting and Support	3
ITSE 1401	Web Design Tools	4
ELPT 1355	Electronic Applications	3
ITNW 2421	Networking with TCP/IP	4
ITSE 1402	Computer Programming (A)	4
	Total Credit Hours:	31

(A) Course included on the State's Advanced Technical Credit list. (See **Advanced Technical Credit**.)

Computer and Information Sciences Occupational Skills Award (13 Semester Hours):

CPMT 1451	IT Essentials: PC Hardware and Software	4
ITNW 1325	Fundamentals of Networking Technologies (A)	3
ITNW 2312	Routers	3
ITNW 2335	Network Troubleshooting and Support	3

(Students are eligible for Comp TIA A+, Comp TIA Security+, and/or Comp TIA Networking+ Certifications)

Verification of Workplace Competencies: Capstone Experience -

CPMT 1451	IT Essentials: PC Hardware and Software	4
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CPMT 1451 IT Essentials: PC Hardware and Software - An introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level information and communication technology (ICT) professionals. The curriculum covers the fundamentals of PC technology, networking, and security, and also provides an introduction to advanced concepts addressed by CISCO CCENT, CCNA, AND COMPTIA certifications. Hands-on labs and Virtual Laptop and Virtual Desktop learning tools help students develop critical thinking and complex problem-solving skills. Cisco Packet Tracer simulation-based learning activities promote the exploration of network and networking security concepts and allow students to experiment with network behavior.

Explain the internal components of a computer; assemble a computer system; install and operating system; and troubleshoot using system tools and diagnostic software. Use simulation and virtual software to investigate networking concepts and analyze network behavior.

ELPT 1355 Electronic Applications - Electronic principles and the use of electronic devices. Includes diodes, transistors, and rectifiers.

Explain basic electronic principles; build and operate electronic circuits using semi-conductor devices; test electronic circuits using oscilloscopes and other test instruments; describe the operation of diodes, transistors, diacs, triacs, Silicon Controlled Rectifiers (SCRs), and other electronic devices.

ITCC 2443 Network Security - Overall security processes with particular emphasis on hands-on skills in the following areas: security policy design and management; security technologies; products and solutions; firewall and secure router design, installation, configuration, and maintenance; AAA and VPN implementation using routers and firewalls.

Explain network threats, mitigation techniques, and the basics of securing a network; secure administrative access on routers using AAA; implement firewall technologies to secure the network perimeter; configure IPS to mitigate attacks on the network; implement endpoint and Layer 2 security features; and implement secure virtual private networks.

ITNW 1325 Fundamentals of Networking Technologies - Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

Identify and use network transmission media; explain the OSI model; Identify the characteristics of network topologies and protocols; identify the functions of a network operating system and distinguish between centralized, client/server, and peer-to-peer systems; and distinguish between Local Area Networks (LANs) and Wide Area Networks (WANs) and identify the components used to expand a LAN into a WAN.

ITNW 1354 Implementing and Supporting Servers - Implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment.

Configure peripherals and devices; set up servers; configure directory replication; manage licensing; create and manage system policies and profiles; administer remote servers and disk resources; create and share resources; implement fault-tolerance; configure servers for interoperability; install and configure Remote Access Service (RAS); and identify and monitor performance bottlenecks and resolve configuration problems.

ITNW 2312 Routers - Router configuration for local area networks and wide area networks. Includes Internet Protocol (IP) addressing techniques and intermediate routing protocols.

Install, configure, and manage switches, routers, and subnets; create and apply access control lists in TCP/IP and multi-protocol internetworks; and configure variable-length subnet masking and intermediate routing protocols.

ITNW 2335 Network Troubleshooting and Support - Troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics include troubleshooting and research techniques, available resources, and network management hard/software.

Utilize research tools to assist in network support; create or revise documentation of network physical layouts, software installations, licensing, and network operation logs; demonstrate capability to identify and resolve network problems.

ITNW 2421 Networking with TCP/IP Set up, configure, use, and support Transmission Control Protocol/Internet Protocol (TCP/IP) on networking operating systems.

Configure IP addressing and routing; design and implement a domain name server; static and dynamic IP addressing; subnets and supernets; and use network management utilities to maintain and troubleshoot IP networks.

ITNW 2453 Advanced Routing and Switching - Advanced concepts for the implementation, operation, and troubleshooting of switched and routed environments. Emphasizes advanced routing protocols, Multi-Protocol Label Switching (MPLS), and advanced security.

Implement advanced routing protocols; configure route filtering and redistribution, advanced security, and scalable multilayer-switched LANs; implement appropriate technologies to build a scalable routed network; implement campus networks using multiplayer switching technologies; and analyze traffic flow, reliability, redundancy, and performance for campus LANs, routed and switched WANs, and remote access networks.

ITSC 2335 Application Software Problem Solving - Utilization of appropriate application software to solve advanced problems and generate customized solutions.

Evaluate project parameters; design and document a solution based on the project parameters; implement the solution; and present the project.

ITSC 2339 Personal Computer Help Desk Support - Diagnosis and solution of user hardware and software related problems with on-the-job and/or simulated projects.

Demonstrate rapport with users in problem-solving situations; analyze user problems and lead them through solutions; maintain problem logs; and formulate problem-solving methodologies.

ITSE 1401 Introduction to Computers - Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources.

Identify the components of a computer system; use common applications; explain the impact of computers on society; identify computer careers; identify fundamental programming structures; identify ethical use of computers; and use basic operating system functions.

ITSE 1401 Computer Programming - Introduction to computer programming including design, development, testing, implementation, and documentation.

Design, write, test, and document computer programs.

COMPUTER AND INFORMATION SCIENCES,			
LEVEL 1 CERTIFICATION			
CPMT	1451	IT Essentials: PC Hardware and Software	4
ITNW	1325	Fundamentals of Networking Technologies	3
ITNW	1354	Implementing and Supporting Servers+	3
ITNW	2312+	Routers (or)	3
ITSE	1306	PHP Programming	3
ITNW	2335+	Network Troubleshooting and Support	4
ITSE	1401	Web Design Tools	4
ELPT	4355	Electronic Applications	3
ITNW	2421	Networking with TCP/IP (or)	4
ITSE	1407	Introduction to C++ Programming	4
ITSE	1402+	Computer Programming	4
ITNW	2305	Network Administration	3
		TOTAL	32

2421

COMPUTER AND INFORMATION SCIENCES, A.A.S			
DEPT.	NO.	COURSE NAME	SCH
ENGL	1301+	Composition I	3
GOVT	2306	Federal Government	3
MATH	1314+	College Algebra	3
MATH	1332+	Contemporary Math I	
SPCH	1315	Public Speaking	3
	SFF>	Language, Philosophy and Culture or Creative Arts Elective	3
CPMT	1451	IT Essentials: PC Hardware and Software	4
ITCC	2443	Network Security	4
ITNW	1325	Fundamentals of Networking Technologies	3
ITNW	1354	Implementing and Supporting Servers+	3
ITSE	1306	PHP Programming	3
ITNW	2335+	Network Troubleshooting and Support	3
ITSC	2339	Personal computer Help Desk Support	3
ELPT	4355	Electronic Applications	3
ITSC	2335+	Application Problem Solving (or)	3
ITSC	2364+	Practicum - CIS	
ITSE	1401	Web Design Tools	4
ITNW	2421	Networking with TCP/IP (or)	4
ITSE	1407	Introduction to C++ Programming	4
ITNW	2453+	Advanced Routing and Switching (or)	4
ITSE	2459	Advanced Computer Programming	4
ITSE	1402+	Computer Programming	4
ITNW	2305	Network Administration	3
		TOTAL	60

Bryce Nickels said he would like to see the programing to be integrated into the web design class and bridge the gap between a novice and an intermediate. Sharon explained she gets in depth in the programing class. Troy McKenzie stated his employee uses python and HTML. He believes this will help students get jobs in the future. Matt Prescott said he agrees with python being a great cryptic option.

After discussion, Matt Prescott asked for a motion to approve program as presented.

Troy McKenzie made motion to approve program as presented.

Bryce Nickels second the motion.

The motion to approve program as presented passed.

Review of Matrices:

Matt Prescott led the discussion on Review Secretary’s Commission on Achieving Necessary Skills (SCANS), General Education, Program Outcomes Matrices, and Institutional Outcomes Matrices and asks the faculty to expand on them.

Sharon Wallace explains the matrices below.

Program: Computer and Information Sciences									Credential: Associate in Applied Science (AAS) Degree
Award: Computer and Information Sciences Associate in Applied Science Degree									
Cip: 11.0101									
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES									
SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
x	x	x	x	x	x	x	x	CPMT 1451*	IT Essentials: PC Hardware and Software
-	-	-	-	-	-	-	-	ELPT 1355*	Electronic Applications Removing from course
x			x	x		x	x	ITCC 2443	Network Security
x		x	x	x			x	ITNW 1325* or	Fundamentals of Networking Technologies
x		x	x	x		x	x	ITNW 1354*	Implementing and Supporting Servers
x		x	x	x		x	x	ITNW 2312*	Routers
x	x	x	x	x	x	x	x	ITNW 2335*	Networking Troubleshooting and Support
x		x	x	x		x	x	ITNW 2421*	Networking with TCP/IP
x		x	x	x		x	x	ITNW 2453	Advanced Routing and Switching
x	x	x	x	x	x	x	x	Either ITSC 2335 or	Application Software Problem Solving
x	x	x	x	x	x	x	x	ITSC 2364	Practicum (or Field Experience)-Computer and Information Sciences, General
x		x	x	x	x	x	x	ITSC 2339 or	Personal Computer Help Desk Support
x	x	x	x	x		x	x	ITSE 1401*	Web Design Tools
x	x	x	x	x			x	ITSE 1402*	Computer Programming
								8. BASIC USE OF COMPUTERS	
								7. WORKPLACE COMPETENCIES	

				6. PERSONAL QUALITIES
				5. THINKING SKILLS
				4. SPEAKING AND LISTENING
				3. ARITHMETIC OR MATHEMATICS
				2. WRITING
				1. READING

Program: Computer and Information Sciences	Credential: Associate in Applied Science (AAS) Degree
Award: Computer and Information Sciences Associate in Applied Science Degree	
CIP: 11.0101	

LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES

GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
x	x	x	x		x	CPMT 1451*	IT Essentials: PC Hardware and Software
x	x	x	x	x	x	ELPT 1355	Electronic Applications
x	x	x	x	x	x	ITCC 2443	Network Security
x		x	x			ITNW 1325*	Fundamentals of Networking Technologies
x	x	x	x			ITNW 1354*	Implementing and Supporting Servers
x	x	x	x	x		ITNW 2312*	Routers
x	x	x	x	x	x	ITNW 2335*	Networking Troubleshooting and Support
x	x	x	x	x	x	ITNW 2421*	Networking with TCP/IP
						ELPT 1355	Electronic Applications Removing from course
x	x	x	x	x	x	ITNW 2353	Advanced Routing and Switching
x	x	x	x	x	x	Either ITSC 2335 or	Application Software Problem Solving
x	x	x	x	x	x	ITSC 2364	Practicum (or Field Experience)-Computer and Information Sciences, General
x	x			x	x	ITSC 2339 or	Personal Computer Help Desk Support
x	x	x	x			ITSE 1401*	Web Design Tools
x		x	x		x	ITSE 1402*	Computer Programming
						6. Personal Responsibility	
						5. Social Responsibility (an organization or individual, has an obligation to act to benefit society at large.)	
						4. Teamwork	
						3. Empirical and Quantitative Skills (knowledge by means of observation or experimentation/mass, time productivity)	
						2. Communication Skills	
						1. Critical Thinking Skills	

Program: Computer and Information Sciences	Credential: Associate in Applied Science (AAS) Degree
Award: Computer and Information Sciences Associate in Applied Science Degree	
CIP: 11.0101	

LIST OF ALL COURSES REQUIRED AND OUTCOMES

OUTCOMES							Course Number	Course Title
1	2	3	4	5	6	7		
x	x	x	x	x	x	x	CPMT 1451*	IT Essentials: PC Hardware and Software
							ELPT 1355*	Electronic Applications Removing from course
x		x	x	x	x	x	ITCC 2443	Network Security
	x			x		x	ITNW 1325*	Fundamentals of Networking Technologies
x	x	x	x	x	x	x	ITNW 1354*	Implementing and Supporting Servers
	x	x	x	x	x		ITNW 2312*	Routers
x	x	x	x	x	x	x	ITNW 2335*	Networking Troubleshooting and Support
		x	x	x	x	x	ITNW 2421*	Networking with TCP/IP
	x	x	x	x	x		ITNW 2453	Advanced Routing and Switching
x	x	x	x	x	x	x	Either ITSC 2335 or	Application Software Problem Solving
x	x	x	x	x	x	x	ITSC 2364	Practicum (or Field Experience)-Computer and Information Sciences, General
x	x	x	x	x		x	ITSC 2339	Personal Computer Help Desk Support
		x		x		x	ITSE 1401*	Web Design Tools
		x		x			ITSE 1402*	Computer Programming
							7. Customer Relations: <i>Provide customer support and maintain a professional working relationship with customers and co-workers. (Ticket support entry)</i>	
							6. Security: Develop and implement security protocols (policies and procedures) at all levels of computer use and networking to ensure daily business operations will not be compromised.	
							5. Troubleshooting: Identify common problems affecting computer systems; troubleshoot and present solutions which improve daily operations and the quality of networking connectivity.	
							4. Network: Install and maintain all networking connectivity devices typically found within the normal operations of the home or business.	
							3. Software Configuration: Install, maintain and upgrade the various operating software on computer systems, including the IOS software used by high-end networking devices (routers & switches).	
							2. Software: Assess the operating efficiency of various computer systems and provide preventative maintenance, upgrades, and replacement components as needed.	
							1. Hardware: Identify all internal/external hardware components of computer systems (PC's, laptops, servers) and demonstrate the ability to assemble/disassemble these systems.	

Program: Computer and Information Sciences							Credential: Associate in Applied Science (AAS) Degree
Award: Computer and Information Sciences Associate in Applied Science Degree							
CIP: 11.0101							
LIST OF ALL COURSES REQUIRED AND OUTCOMES							
OUTCOMES							
1	2	3	4	5	6	7	
x	x	x	x	x	x	x	1. Critical Thinking Skills
x	x	x	x	x	x	x	2. Communication Skills
x	x	x	x	x	x	x	3. Empirical and Quantitative Skills (knowledge by means of observation or experimentation/mass, time productivity)
x	x	x	x	x	x	x	4. Teamwork
x	x	x	x	x	x	x	5. Social Responsibility (an organization or individual, has an obligation to act to benefit society at large.)
x	x	x	x	x	x	x	6. Personal Responsibility
							7. Customer Relations: <i>Provide customer support and maintain a professional working relationship with customers and co-workers. (Ticket support entry)</i>
							6. Security: Develop and implement security protocols (policies and procedures) at all levels of computer use and networking to ensure daily business operations will not be compromised.
							5. Troubleshooting: Identify common problems affecting computer systems; troubleshoot and present solutions which improve daily operations and the quality of networking connectivity.
							4. Network: Install and maintain all networking connectivity devices typically found within the normal operations of the home or business.
							3. Software Configuration: Install, maintain and upgrade the various operating software on computer systems, including the IOS software used by high-end networking devices (routers & switches).
							2. Software: Assess the operating efficiency of various computer systems and provide preventative maintenance, upgrades, and replacement components as needed.
							1. Hardware: Identify all internal/external hardware components of computer systems (PC's, laptops, servers) and demonstrate the ability to assemble/disassemble these systems.

Matt Prescott asked for a motion to approve matrices.

Deanna Scheffe made motion to approve matrices as presented.

Troy McKenzie seconded the motion.

The motion to approve matrices as presented passed.

Program statistics:

Matt Prescott proceeded into discussing Program statistics

- Program Statistics:
 - Graduates 2017-2018: (12 Total Fall 2017/Spring 2018)

- Enrollment Summer 2018: (17 Total)
- Majors Fall 2018-2019: (65)
- Enrollment Fall 2018: (103 total 8 courses, 67 non-duplicated)

Local Demand:

Troy McKenzie stated they are needing another person at the faith community hospital. Jeff Peterson has been pushing to get someone for about two years. Christopher Wilton said they are opening up some more clinics and will need more people. They did just fill two jobs. Matt Prescott is needing at least two help desk employees and two techs.

Evaluation of facilities and equipment:

Matt Prescott opened up discussion on evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.

Perkins funded the purchase of (3) 3D Poly printers, and Raspberry Pi and Spark fun kits f or used in the Internet of Things.

Next year planning is to upgrade the computer systems in STC 209. Rotation of these computers is not necessary since the systems used are still adequate for the courses taught.

External learning experiences:

Matt Prescott moved discussion to external learning experiences, employment, and placement opportunities

Currently have (3) External Learning facilities;

- Community Health Care Center of Wichita Falls
- Run Biz
- City of Wichita Falls
- Electra Hospital
- Faith Community Hospital
- Kell West Hospital

Placement Rate of Program Completers by Reporting Year [1]			
Program	2013-2016 3-Year Average		
	Plc	Cmp	%
11010000-Computer and Information Sciences, General	42	43	97.67%

Professional development of faculty:

The Chair moves to professional development of faculty and recommendations:

Sharon Wallace and Jeff Griner continue to participate in various workshops at the Region 9 center in Ft. Worth involving “Internet of Things”, Security, Programming and Instructor training on new technologies.

Sharon Wallace and Jeff Griner attended a Cyber Security workshop in Lubbock, the second one offered on new and updated technologies in cyber Security and methods of protecting networks.

Continue with online training in various programing (Python) using Arduino.

Promotion and publicity:

Mr. Prescott proceeds to promotion and publicity (recruiting) about the program to the community and to business and industry

Promotion and publicity about the Computer and Information Science program in ongoing with the business and industry (gender equality).

Some of the promotions and publicity we do:

- Posters throughout the Skills Center, Century City, and Vernon
- Online video presentations on the program
- High School tours
- Preview Day at Vernon
- Newspapers, TV and radio
- Past students)promoting)
- Recruiting Coordinators promoting programs.
- Visit local schools and events

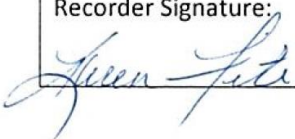
Serving students from special populations:

Matt Prescott would like to discuss serving students from special populations.

1. individuals with disabilities;
2. individuals from economically disadvantaged families, including foster children;
3. individuals preparing for non-traditional fields;
(Currently 6 females/61 males attending this Fall 2018)
4. single parents, including single pregnant women;
5. displaced homemakers; and
6. individuals with limited English proficiency

Adjourn

The meeting adjourned at 5:15PM

Recorder Signature: 	Date: 9/26/19	Next Meeting:
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