

Computer Science & Information Systems Department

CIS & OFTECH Advisory Board Meeting Minutes

November 14, 2014

Attendees

Brenda Rothaupt, Gina Jerry, Mario Perez, Richard Delia, Teresa Williamson, Clarissa Leiva, Jacqueline Scott, Fariba Bolandhemat, Odemaris Valdivia, Ted Dahle, Frank Dawson, Sasha King, Lisa Moss, Wayne Fernandez, Bridget Hana

Introductions

The CSIS department is currently going through the 6-year program review process. This is a review of our courses, certificates, degrees, facilities, equipment, tutoring and other features of our department.

Discussion of Current Industry Standards and Trends

Shared online tools such as Jira (project management tool and Confluence (communication tool). These are shared tools used to create a dash board or a page dedicated to a project. You can then invite people to the site and share files, note, etc.

Smartsheet is an online spreadsheet tool which mirrors excel. You can share the document between several users. You can lock portions of the sheet. It also keeps a history of changes.

Asana is another shared online tool. This is great for project management.

The trend is migrating everything online. Taking things to the cloud such as Office 365. Students can get up to 1TB with Office 365. Smaller companies are more progressive than the larger ones. Data centers are moving to the cloud. So pay close attention to online technologies.

SharePoint technologies is useful. Windows 10 is also coming.

Protoshare is a great tool to replace wire framing.

Microsoft is trying to take over Google Drive. Microsoft also has free apps that can be downloaded to a tablet or phone.

Group work in classes. More Project Management theory. CIS 9A may be only teaching the software. Missing theory, communication, teamwork, etc. Doesn't teach someone how to manage a project. Instead it teaches Microsoft Project.

Need for employees that can do both design and development. Much discussion about the effects this is having on Digital Publishing. The certificate program in this area is deemed useful and important. A minor change was suggested as noted below.

70% of traffic is from mobile viewers. Key things include: Responsive design. Move towards templates (cheaper and easier to produce your content). Using modules. Drupal and WordPress.

Revision of Certificates and Courses

Website Creator

- NO CHANGE

Website Development Management

- Remove 62A
- Possible add revised CIS 38

Word Processing

- REMOVE CERTIFICATE
- Also remove CIS 37B from course listings

Digital Publishing

- Replace CIS 36P (PowerPoint 1-unit course) with a new 1 unit Adobe Acrobat class.

Website Software Specialist

- Total number of units change from 37 to 34
- Concentration courses change from 13 to 10
- Rename CIS 50 to say HTML5 instead of HTML
- Add CIS 67 and CIS 70 as electives
- Keep CIS 56 but simplify it regarding use of software and technical requirements
- Remove CIS 62A (also remove course from course listings)
- Remove CIS 62B (also remove course from course listings)
- Remove CIS 66 (also remove course from course listings)
- Also remove CIS 58 from course listings

Computer Business Applications

- Possible name change suggestion to Business Technology
- Possibly move CIS 32 to elective
- Possibly remove CIS 34 or make it part of a group
- Keep CIS 50 and possibly make it a group with CIS 70
- Change CIS 38 to a full presentation course covering (presentation theory, PowerPoint, Acrobat, and Captivate) Microsoft Screen Capture or Jing may be an alternative to Adobe Captivate. Add this course as an elective to the certificate
- We still need to work out how to create the groups

No changes made to the Office Technology certificates.

Career Development Center

Lisa Moss - Internship Coordinator

Discussion on how employers can register for the website to post internship opportunities.

Information on the process for students to apply for an internship.

May is annual internship fair

Cool Careers Speakers Forum program. This event is held every fall. We had 14 different sessions this semester.

The Job Fair is held each semester.

Career Pathways presentation by Frank Dawson

SMC is part of a 15 million dollar grant our share is 1.6 million

Stipends for faculty, counselors, hardware, software is available.

30 high schools and 7 colleges

High school students can earn college credit while in high school

80% of high schools do not have computer science departments

We are partnered with West LA

Beginning in the fall of 2015 is phase 1 with Santa Monica HS, Palisades and Venice but Venice is starting in January with a Digital Media class.

Discussion of Job Availability and Requirements

SMC does not offer courses in Events Production

Cyber Security and Networking are topics that will be discussed in the Computer Science advisory board meeting that takes place each spring semester.