

**Career Education Advisory Board Minutes
College of the Canyons – Network Technology
5/19/23
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Chair				
Business Partners including Industry, Non-Profit and Community Based Organizations				
Robert Dean	Technology Infrastructure and Operations Manager / Logix Federal Credit Union	rdean@ifcu.com		Present
Daniel Glenn	Network Engineer / Sunkist	dan@thatdanguy.com		Present
Natasha Soleil	CEO/Founder / Remake	Natasha.soleil@remake.app		Present
Program Chair Justin Hunt	Network Technologies & Electronic Systems Dept. Chair / COC	Justin.hunt@canyons.edu		Present
Dean				
4-year college discipline instructor(s)				
Student Representative(s)				
K12 discipline instructor(s)				
Discipline faculty				
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				

Nancy Bailey	Work Based Learning Program Specialist / Hart School District	nbailey@hartdistrict.org		Present
Harriet Happel	Dean of Career Education, Integrative Learning, & the Employment Center / COC	Harriet.happel@canyons.edu		Present

AGENDA

	Notes	ACTION
<p>1. Welcome and Introductions (Director, Career and Technical Education)</p> <p>1.1 Statement of Purpose</p> <p>1.2 Review/Approval of Minutes</p> <p><i>Motion to Approve the minutes of the last meeting by:</i></p> <p><i>Motion Seconded by:</i></p>	<p>Meeting commenced: 2:00PM</p> <p>Welcome and introductions: All</p>	
<p>3. Current Status of Program (Advisory Board Chair):</p> <p>3.1 Numbers of students</p> <ul style="list-style-type: none"> ▪ Special Population/Non Traditional Core Indicators (Perkins) ▪ Reading proficiencies (Hart District) <p>3.2 Student success – completers</p> <p>3.3 Student success - employment</p> <p>3.4 Labor Market Analysis</p> <ul style="list-style-type: none"> ▪ Job Titles ▪ Median Living Wage ▪ Validated Need for Training <p>3.5 Industry Certification (if applicable)</p> <p>3.6 Program Accomplishments</p>	<ul style="list-style-type: none"> - An full-time faculty member and two adjunct faculty members will be hired for the Network Technology Program. - The Network Technology Program offers A.S. Degrees in Network Technology, Cybersecurity and Systems Administrator. - An IoT and Automation A.S. Degree is currently in development. - The Network Technology Program is doing well and has increased the attrition rate and enrollment. - Course formats include in-person, OnlineLIVE and Asynchronous. - The certificates that are offered through the Network Technology Program include: <ul style="list-style-type: none"> ○ System Associate ○ Network Foundation ○ Network Associate ○ Cloud/Visualization ○ Internet of things - Additional certificates in development include: <ul style="list-style-type: none"> ○ Embedded Sys & Services ○ Digital Infrastructure ○ Linux Admin ○ Security and Authentication ○ Database Administration ○ Dev Ops ○ PC Repair 	

- Justin Hunt shared the course sequence for the Cybersecurity and Systems Administrator A.S. Degrees.
- Curriculum updates for the Cybersecurity A.S. Degree include the addition of Network Fundamentals as a pre-requisite course and incorporating connected, real-world labs.
- The Cybersecurity A.S. Degree is missing a Programming Logic Core component.
- Each A.S. Degree offered through the program has a requirement of thirty units.
- The addition of a one-unit capstone course is being considered as a requirement for all students prior to graduation.
- Curriculum retooling includes:
 - o Adding IoT industrial automation
 - o Pairing ESYST courses
 - o Launching robotics integration
 - o Increasing curriculum to meet industry-recognized credentials.
 - o Developing an Applied Baccalaureate Degree
- Future changes to the Network Technology learning spaces include the following:
 - o Fully mobile and flexible classrooms
 - o Mock office spaces for training, cabling and support skills
 - o True Hy-flex integrative live-online, asynchronous and in-person learning
 - o Classrooms oriented around the server room
- Integrated learning environments will have the ability to:
 - o Facilitate classrooms, workshops and bootcamps
 - o Actualize enterprise and datacenter environments
 - o Reconfigure flexible spaces
 - o Fully immerse the training centers
 - o Offer observation pods for industry partners

<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> ▪ Do the program completers meet the current industry standard or industry need? ▪ What curriculum modifications would you suggest to meet skill gaps? ▪ Review of Assessment Procedures ▪ What equipment/ facility needs can you identify that would better prepare students to enter your field? <p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> ▪ Able to think critically, problem-solve ▪ Able to find resources ▪ Effective interpersonal skills ▪ Communication skills - oral, written ▪ Adequate time management and organization - prioritization skills ▪ Personal qualities - professionalism ▪ Able to project manage ▪ Other? <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> ▪ Classroom visits by industry ▪ Informational Interviews ▪ Site visits/Field Trips ▪ Ride Alongs ▪ Project Based Learning ▪ Internships <p>4.5 Postsecondary Scholarship Creation</p>	<ul style="list-style-type: none"> - Professionalism and customer service will be a focus within the classroom. - Daniel Glenn and Natasha Soleil will connect Justin Hunt with industry professionals who can assist with providing students jobs and/or internships. - Robert Dean shared that the completion of passion projects is something a good candidate should have experience with. - Network segmentation is becoming important in a lot of financial areas. - A good understanding of project management is an important skill to possess. - 	
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p>		

5.4 What other suggestions do you have for program improvement?		
Motion to Approve Course Curriculum and Continue Operation of the Program was made by: Motion Seconded By: All in favor: Yes All opposed:		
6. Other business 6.1 Additional Items <ul style="list-style-type: none"> ▪ Hiring 6.2 Next meeting time, place, date.	Meeting adjourned: 3:30PM	