ESCC Area
Business and Information Technology
Advisory Committee Meeting
Spring 2015 (April 30, 2015)
via Video Conference, 1:00 – 1:55
Minutes

Attendees: Deanna Campbell (Bishop), Chris Carmichael (Mammoth), Julie Faber (Bishop), Gina Jones (Bishop), Matt Hightower (Bishop), Karen O'Connor (IWV)

1. **Introductions & Updates**
   The group welcomed the addition of Chris Carmichael (of Carmichael Business Technologies) to the committee. Chris described his business and the services that they offer locally and internationally.

2. **Personnel Changes**

   Matt described Valerie Karnes' transition from Dean of CTE to faculty and the hiring of Mike McNair to fill the Dean's position.

3. **Program Changes & Updates**

   o **This Year**
      ▪ **Computer Science Deactivation**
        Matt and Karen described the need to place the Computer Science program into a "deactivated" state due to the AS-T program's non-approval by the State. The non-approval was based on too many units in the program, which was attributed to higher than average units in the required Math and Physics courses. Karen pointed out that many schools in the state are in the same situation and that she has been asked to add the courses in the program to the schedule for those students that are currently in program.

      ▪ **Data Analyst I Certificate of Achievement**
        The Data Analyst I program was approved by CIC this year. It will go to the Regional Consortium and then, if approved there, to the State for approval. The purpose of the program is prepare students for entry-level positions in the Data Analysis, Data Science, Big Data fields. Comments from the committee described the program as "perfect for remote workers in the ESCC" and added that it would be good for employees of government agencies and hospitals within the ESCC area and many other employers in the South County.

- **Web Fundamentals Certificate of Achievement**
  The committee reviewed the Web Fundamentals Certificate of Achievement that was due for its second reading at CIC the following day (since approved). Due to other commitments, Suzie Ama could not attend the meeting but provided this description of the program for the committee.

  > The active Web Professional A.S and Certificate provide students with advanced and varied skills in web design and development. However, it is a high unit program, and we have identified a need for a mid-way academic milestone that effectively provides students with entry level skills in web design and development. More specifically, the Web Fundamentals Certificate will qualify students for jobs that entail maintenance and update of web sites (both static HTML and content management systems). They will be able to develop new web sites, and install and configure content management systems. And they will be able to create custom graphics and graphic user interfaces for the creation of new sites or the redesign of existing sites. Students will also have acquired experience working in teams and learned to communicate effectively with others.

  Members of the committee were in favor of the certificate. There were some questions and suggestions for the future. There was a question about the use of Dreamweaver and the lack of identifiable specific topics in mobile applications and popular content management systems (CMS). It was suggested that one of Dreamweaver's purpose was that it was being used as an HTML debugging tool and that mobile applications and CMS use were integrated throughout the program.

- **Next Year**

  - **CIS AS Degree and Certificate of Achievement**

    As discussed at the last (5/1/14) ESCC Business and Information Technology Advisory Committee meeting, the CIS AS degree and Certificate of Achievement are being redesigned to follow the State's Model Curriculum. The redesign is in the queue for CIC for the beginning of next year.

  - **Information Technology Plus Certificate of Achievement**

As part of the redesign of the CIS program, a new certificate is being developed. This certificate will have CIS 101, 142, 143, and 146 as the required courses. The committee was very enthusiastic about this certificate and viewed it being useful for employers in the service area. The outcome skills were identified as being essential and very "hireable" and the ability to have it offered online was viewed as a tremendous asset.

4. **Student Club – Millionaires in the Making**

Frank Timpone created a student club for Business students at the IWV campus. The club currently has 15 students, has officers, and is meeting for the second time this semester to finalize the creation process. The club's name is "Millionaires in the Making". The committee was enthusiastic about this as well and looks forward to hear more about it as it grows.

5. **Adjournment**
The meeting adjourned at 1:53PM.

Computer Information Systems/Cyber Security Advisory Committee Meeting
Agenda
November 17, 2016

Name	Title	Company
Heather Kenny	Supervisor, Information Technology NAVAIR	NAWCWD
Valerie Karnes	Professor, CIS	Cerro Coso Community College
Julie Marshall	STEM Program Manager	NAWCWD
Margaret Porter	Information Specialist	NAVAIR
Karen O'Connor	Professor, BOT/Department Faculty Chair	Cerro Coso Community College
Uwe Schmiedel	Director of Engineering	Monarch
Kara Tolbert	Continuing Education Manger	Cerro Coso Community College
Dan Williamson	Operations Manager	Excelus (AJA)

Introductions

The meeting was called to order by Valerie Karnes and the members present introduced themselves, who they worked for and their role in the organization. Several members were absent due to travel and/or work schedules. Minutes will be sent out following the meeting.

Minutes of the April 2014 meeting were reviewed and approved.

Computer Information Systems/Cyber Security Programs

The Computer Information Systems and Cyber Security programs were reviewed. Valerie reviewed the alignment to the CSU San Bernardino program Bachelor of Science degree.

Advisory member stated that Cyber positions are a higher need than the IT positions. Members agreed that these two programs would meet the needs of their employment needs. The CCCC Spring 2017 schedule was reviewed and dates for open registration were announced. Valerie suggested that employers email out to employees that they need to contact counseling right away in order to get enrolled in classes.

The need to engage the K12 students as a feeder program into the college was discussed. Julie Marshall brought up offering STEM camps to middle school/high school students to engage them in STEM. Valerie shared that CCCC is interested in the Cyber Patriot program and NAWC has employees that could perhaps help in the forming of it at the high school and college. North Carolina high schools use ROTC members in the Cyber Patriot competition. Dan will provide additional information. Innovation Challenge was also brought up which is a program that NAWC

employees participate and compete. Heather will send Valerie information on Innovation Challenge and the point of contact.

Computer Information Systems Program Review & Spring 2017 Meeting

The Computer Information Systems certificates and Associate of Science degrees are undergoing a comprehensive review. This is done every six years and every two years programs are reviewed for employment and viability. As the program is undergoing the comprehensive review, we will be having another advisory committee meeting in the spring in order to review the findings and receive inputs from industry. The document will also be sent out for review.

Internships/Apprenticeship Programs

Valerie outlined the new Jacobs internship model where students completing CSCI C101 Introduction to Computer Information Systems. Students are recommended by faculty to be interviewed and are prepared by the Job Development Specialist (Ashlin Mattos) for interview. Once selected students' work on alternate Fridays for four hours as employees while their interim clearances are being processed. They are mentored and go through Jacobs cyber security program. Students are expected to do homework outside of the Friday work. They are paid $17-$18 per hour for the Friday work. Upon successful completion of the program and clearance, they are considered for open full time positions.

Customized Training

Kara Tolbert outlined the customized training and reviewed with the committee the options that are available to them including non-credit professional development training. Kara is working with Training Camp to provide employers and community members with a fast track preparation for industry certification exams (A+, Net+ and Security+). Contract education can also provide specialize training for employers.

Industry Discussion

An ongoing challenge for the employers is the length of new employees to obtain an interim and final security clearance. Interim clearances are taking in excess of 90-120 days and final clearances are taking 12 month. This is an ongoing challenge.

DoD Directive 8570 has been updated with SECNAV M-5239.2 and was released in October 2016. DoD Directive 8570 is the document that outlines the need for Information Assurance employees and the requirements for industry certification. The new SECNAV M-5239.2 expanded the pathway employees can meet the requirements for cyber security and information technology workers. It provides for industry certification, military training or approved academic degree.

Funding for educational reimbursement for employees was outlined and there are multiple avenues for employees to complete educational programs. They have various avenues and there are funds available.

Discussion on pay rates for computer scientist, information technologist and cyber security specialist were reviewed while looking at the handout provided. At NAWC, computer programmers/scientist are hired under the engineering area and thus earn more money than indicated on the handout. Heather will send Valerie the information. (Note: Valerie will note on the handout that at NAWC, the pay rates are different).

Monarch expects to have a need for a computer technician, which will require A+ certification.

The meeting was adjourned at 1:10 pm.