Computer Information Systems
Advisory Committee Meeting Minutes
2016 - 2017

CHAIRPERSON: Sandra Smith		
MEETING DATE: October 10, 2016	MEETING TIME: 11:00 a.m.	MEETING PLACE: Room F120 Eagle Pass Campus
RECORDER: Vanessa Verjan		PREVIOUS MEETING: November 5, 2015

MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Elias, Jose Fort Duncan	Gonzalez, Herbey Scientific Games	Rodriguez, Luis EPWWS
Smith, Sandra USDA		

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Bermea, Gilbert Vice President	Buchanan, Connie Business Industrial & Technical Studies Division Chair	De Anda, Adrian IT Technician
Hoffman, Brenda Counselor	Lopez, Jesus IT Technician	Perez, Luis Instructor
Ruiz, Luis CTE Counselor	Verjan, Vanessa Administrative Assistant	Avalos, Cesar Student
Sanchez, Michael Student		

AGENDA/MINUTES:

Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 11:12 a.m. Administration, faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	Luis Perez
Appointment/Continuation of New Chairperson	Sandra Smith volunteered to be the new chairperson. Herbey Gonzalez seconded the motion. All in favor, motion carried by acclamation.	Committee
SWTJC Technical Programs Advisory Committee Guidelines Review	Connie Buchanan explained the guidelines/functions of the Advisory Committee. The committee must meet at least once a year and have a quorum present. However, contact with members throughout the year via e-mail, fax or phone is strongly recommended. It is imperative that SWTJC Technical Programs are aware of what it is that employers are looking for in the graduates, as well as keeping up with new technology, program improvement suggestions, and representing the needs of students from special populations. **Guidelines were included in packet**	Connie Buchanan
Reading & Approval of Minutes	Everyone read the minutes. Luis Rodriguez motioned to approve; Jose Elias seconded the	

	motion. All in favor – Minutes were approved.	
Old Business: 1. Block Schedule sequence	Luis Perez provided a packet with the proposed block schedule for the Computer Information System program. Committee members advised Mr. Perez to switch ITSW 1307 Introduction to Database to Block B, and move ITSC 1305 Introduction to Operating System to Black A. Connie Buchanan inquired about the most important electives that a student should take. The committee members agreed that Wireless Security Development and Web Design are the best electives for a student to take.	
Continuing Business:	None.	
New Business: 1. CIS Program Dashboard	Dashboard information (uncertified data) First-time students 2015: 12 Overall enrollment 2015: 65 First-time students 2016: 18 Overall enrollment 2016: 63 Total Graduates: 2014: 6 students 2015: 12 students	
2. Proposed CIS block Schedule	Connie Buchanan shared with the committee that the state wants all technical programs to follow a block schedule. The reason the state wants to make these changes is because it allows the student to know when they will start and finish the program. Connie asked the committee members to go over the proposed block schedule and make any recommendations that are needed.	
3. 4DX	4DX was implemented into the CIS program; the goal is to meet with a student once a week. To help students achieve, make sure they are comfortable with the classes, or find out if they are struggling and find a solution to help them get through their classes.	
Curriculum Decisions:	None.	
	Cesar Avalos introduced himself to the committee and shared that his main interest is in networking. His first goal is to receive his A+ certification. Michael Sanchez is also interested in networking, and he plans to obtain his A+ certification and then transition to the CCNA certification. Herbey Rodriguez asked Mr. Perez about College Night and inquired if he was able to participate and recruit. Mr. Perez shared that he participated and the feedback he got from students was that they are interested in game development. Sandra Smith suggested adding a game development class as	

	an elective. Some jobs will ask if they have some experience in game development. This is a benefit for the employer if they can hire someone that can conduct or perform. Luis Perez suggested implementing gaming into the program. Herbey Gonzalez believes if a game development class is offered it will lead to more future gaming classes.	
Adjournment	Motion to adjourn was made by Luis Rodriguez; seconded by Jose Elias. All in favor, meeting was adjourned at 1:00 p.m.	

Lunch was provided

RECORDER SIGNATURE:	DATE: October 11, 2016	NEXT MEETING: Fall 2017, unless otherwise notified.