Lethbridge College
Computer Information Technology Advisory Committee
MINUTES
Tuesday – September 29, 2009
CE 1305 - Canbra Room

Present: Stephen Graham, Timothy Frantz, Matt Lynch, Jim Campbell, Fergus Raphael, Ken Chapman,
Students: Seth Ellingson (2nd Year), Jason Watson (1st Year)
Faculty & Staff: Barry Robinson, Daryle Niedermayer, Calvin Koskowich, Marty Boogaart,.Terry Allred, Debbie
               Baggs, Rita Halma, Kelly Gorrill (Admin. Support)
Regrets: Jimm Valentinsen,
Absent: Karen Wojtowicz

1.   Welcome & Introductions:
     Stephen welcomed everyone to the meeting, and round-table introductions were made.

2.   Adoption of Agenda:
     A motion to adopt the Agenda was made, and accepted.

3.   Adoption of Minutes (March 17, 2009):
     A motion to adopt the Minutes of March 17, 2009 was made, and accepted.

4.   Business Arising from the Minutes:
     There was no Business arising from the Minutes.

5.   Enrollment Update:
     Our numbers last year were a bit low, but have come back up this year.   Our credits sold value is smaller,
     but that's because we have students that want to take the CIT program in three years (instead of two) due to
     full time jobs and other external commitments. Students get motivated and determined to work through
     their schedules when it comes to busy times and difficult workloads.

6.   Student Feedback:
     Seth Ellingson, the 2nd year student rep, reported that there is quite a change from 1st year to 2nd year. Some
     students have commented that they would like to get there A+ certification, and/or other certificates, while
     they are in the program. There haven't been many other comments from students yet, as it may be too
     early.

     Jason Watson, the 1st year student rep, reported that there is a good support of students in this 1st year class
     and they have a great network - everyone can go to each other for help and learn from one another.
     Business classes are still not popular among students; Business Management seems to have a lot of content,
     and the instructor is moving through the material [too] quickly, due to time constraints.

     The Business classes, according to the external committee members, are ideal and necessary to the CIT
     students, as they need the business background skills to effectively communicate with clients.

     IT Seminar - guest speakers come in and talk to the students - let them know what is going on in the real
     world, which has been a bonus.

7.   Curriculum - Electives, New Course:
     Changes in the CIT program – information was sent as an e-mail attachment to the committee.
     Changes to the electives received unanimous support from the Advisory Committee. The motion to
     accept the changes, as presented, was made by Ken, with Timothy seconding; motion carried.

     A motion to approve the switch of classes in the 2nd year was made by Matt, and seconded by
     Calvin; motion carried (with unanimous support of the Advisory Committee).

New elective offering: A new course, CIT2xx (focusing on Interface Design), will be created per Fergus' suggestion from last year. The motion to proceed with this course's creation was made by Timothy and seconded by Matt; motion carried.

Change to CIT157 calendar description – Fergus mentioned that SGML should be removed from CIT157's calendar description. A motion to do just that was made by Ken, and seconded by Calvin; motion carried.

8. **Accreditation - Fall 2009:**
The CIT program is currently awaiting CIPS re-accreditation. The CIPS Accreditation Committee will be visiting soon, as early as November; when they visit, they will want to visit with committee members. The hope is that the five year extension will not be as difficult to attain as the initial one.

9. **New Directions:**
The New Directions web site for the college was showed to the committee. The committee would like to make things simpler, and NOT make students give a bunch of personal information to have info emailed to them later. Students want to find their page now and they don't want to give someone there e-mail addresses to receive spam. The CIT program is really hard to find - most would not know to look under the Business program.

Framework will not solve the problem of people sticking around. Time line is a bad thing and will be a deter.

Request visitors click on Hyperlink - no shopping around.

Main College site is under new revision and will be updated.

Development with Distance

Get involved with High Schools - Reps from High Schools

10. **Advisory Committee:**
It is important that we have members of our committee from all areas of the community. We could use new members. If each member could bring one individual's information to the next meeting - or e-mail it to Kelly at any time - we would love the opportunity to make contact, and hopefully grow our advisory committee!

11. **Other:**
No other business to discuss.

12. **Next Meeting Date & Time:**
March 23 - 6:00 - 8:00 PM
Location - Lethbridge College - Canbra Room

The meeting was adjourned at 8:50 PM.