

**Northland Pioneer College Department of Computer Information Systems**  
**Minutes for the Advisory Board Meeting on**  
**May 11, 2018**  
**12:00 p.m. to 2:00 p.m.**  
**White Mountain Campus, Aspen Center Rm. #111**

**Attending Advisory Board Members:** Peggy Belknap, Dean of Career and Technical Education; Dan Groeneveld, Adjunct Faculty; Paul Wade, Summit Healthcare Regional Medical Center; Kim Burlison, Cellular One; Max Cunningham, Frontier Communications; Ken Dewitt, Navajo County; PJ Way, NPC Associate Vice President-Chief Information Officer

**Attending Faculty Members:** Eric Bishop, CIS Faculty and Department Chair

**Note taker:** Pamela Dominguez

**Welcome, Introductions, and Lunch:**

Eric welcomed everyone. Introductions were made.

**Advisory Board Purpose:**

Eric discussed the mission of the CIS department. CIS jobs and career preparation for students. CIS needs more courses for university transfers. Personal enrichment for students to improve their life and personal interest. Advisory Board is to give us relevant information, networking opportunities, along with internships and job placement opportunities for our students.

**Upcoming Events:**

Fill the full-time CIS faculty position and hire more adjunct faculty (out of state and local). Comprehensive program review coming up next year, which outlines the program/department needs for the administration and to the District Governing Board and includes recommended program and course changes. New NPC President beginning July 1—Mark Vest, a public Meet and Greet is scheduled for May 22 and the White Mountain Campus. HLC reaccreditation is coming up soon. Regional bodies accredit the entire institution and reaffirmation.

**CIS Department Updates:**

CIS Programs at NPC:

Eric reviewed the degrees and certificates offered in CIS with a total of 40 courses. Eric is concerned about the amount of courses offered. Eric would like to focus on quality.

Curriculum Changes in SP18:

Eric reviewed CIS125, CIS161, CIS171, CIS187, CIS231, and CIS243 that were changed in spring 2018.

Online Courses:

Courses available as of fall 2017: CIS105, CIS150, and CIS/EDU286. Courses available as of spring 2018: CIS105, 150, CIS/EDU286, CIS111, CIS130, CIS187, CIS243, and CIS245. In development CIS171 and CIS190. Our courses go through Quality Matters which is our peer review and quality assurance process. Eric would like to get all CIS courses available online or as many possible.

CIS Student Majors:

Eric reviewed data from Institutional Effectiveness to see the degrees that students are declaring and what courses students need to complete their degrees.

Program Changes under Consideration:

Eric reviewed proposed program and course changes.

- Programs to Eliminate: Web and Graphic CP/CAS/AAS. Network and PC Support CP/CAS/AAS, and Commercial Graphics Fundamentals CP.
- Programs to revamp: CIS CAS, AAS—add CIS130 and CIS145 and possibly new, not yet developed classes that will transfer to the universities.
- Programs to add: Software and Web Development CP/CAS/AAS (replacing Web and Graphic Design) and a CIS CP.
- Programs to keep: Cybersecurity CP/CAS/AAS.

- It was discussed that having more courses that transfer to the universities would be extremely beneficial to our students. Eric is going to talk to the Art department about offering graphic design. It was discussed students will have a Teach Out plan if students are in programs that are deleted.

Course Changes under Consideration:

- Courses to eliminate: CIS113, CIS115, CIS116, CIS117, CIS118, CIS119, CIS147, CIS148, CIS149, CIS250, and CIS295.
- Courses to revamp: CIS260 and CIS265
- Courses to add: Data Structures, C#, and short-term workshops for professional development.

Eric also discussed NPC's increase in student recruiting efforts.

Adjunct Faculty-Teaching Opportunities:

Eric discussed the benefits of becoming an adjunct faculty member and the requirements. Eric was requested to send an email that can be forwarded to industry.

**Advisory Board Member Updates:**

- General Updates-** Cybersecurity is a problem. It's not if we are going to get attacked, it is when we get attacked. The way we get attacked now will not be the same in the 2020. IT structure is changing to Security Officers higher than the CIOs. Phishing your employees have reduced click rate. Having user awareness pays off. Security is paramount for Summit Healthcare. Summit has a major construction project. Eric mentioned NPC students will be good as temporary workers. Frontier will be having an aging process in the next five-years; 12 people leaving. There was a discussion of the skill set needed for the positions leaving Frontier. NPC has 6 positions open in Information Services. Cellular One has a couple of big projects in their technical department—rolling out LTE and upgrades of their core network. Eric and PJ will pair up so PJ can hire our own student's; NPC is looking for partnerships. NPC is putting up new towers and replacing others. The possibility of NPC offering workshops for certifications or training was also discussed. Operating Systems (OS), Data Centers, Virtualization, and Computer Equipment were discussed. HR departments are looking at social media; people are not being hired due to the content of individuals social media profiles. Ethics in technology is a must.

**Next meeting:** Fall 2018 meeting will be in October face-to-face at the White Mountain Campus. Eric will send out a date.