

INFORMATION TECHNOLOGY ADVISORY COMMITTEE MINUTES

DATE: November 22, 2021

TIME: 5:00 pm - 6:00 pm

PLACE: ZOOM - <https://lowercolumbia.zoom.us/j/89755090756>

- I. **CALL TO ORDER:** Randy Webster called to order the regular Fall 2021 meeting of the Information Technology Advisory Committee at 5:03 pm on 11/22/21 via Zoom.

- II. **Introductions:**
 - Industry
Randy Webster - Cowlitz County
Sean Moore - Workforce SW WA
 - Education
Wendy Droke - Kelso School District
Stefan Rijnhart - LCC Faculty
Donald Derkacht - LCC Faculty
David Rosi - LCC Instructor
Tamra Gilchrist- LCC Dean of Instruction
Jennie Bergman - LCC Workforce Education Manager

- III. **Approval of 4-14-2021 Minutes: [IT Minutes: 4-14-2021](#)**
No quorum send out in an email for approval

- IV. **CONSENT CALENDAR:**
 - a. **APPROVALS**
 - i. **K12 CTE CONDITIONAL CERTIFICATION - na**
 - ii. **COURSES AND CIP CODES - na**

Tamra shared the reason behind this agenda item:
It is a requirement for all the regional high schools and LCC to have advisory committees made up of industry partners. To honor everyone's time, we have aligned advisory committees for all of the regional K12 schools and LCC into one committee per program area.

The K12 CTE Conditional Certifications and Courses/CIP Codes are items that K12 needs approval for throughout the year. This fall the General Advisory Committee took care of these approvals during

their meeting. This is an annual process for K12 and approvals may come to this committee moving forward.

V. INDUSTRY UPDATES

Sean, Workforce SW WA Region -

Sean is starting to support the technology industry by promoting programs that Workforce currently has. While cultivating these relationships, he is starting to learn what entry-level jobs are and what employers are looking for in IT. He is also looking at IT college programs to see where Workforce can support programs and the industry.

Workforce currently has a Quality Job Initiative that is focused on investing in businesses with funds for them to be able to pay employees a minimum \$17.02 for entry-level jobs. The goal is to create career paths that are built into the organization. The program is still in the design stage and has a goal of investing in businesses that focus on diversity and inclusion.

Workforce also has funding for internships. Sean is working on introducing the internship program into the technology industry to benefit employers and participants. They currently have a program at Clark College in their Medical Assistant Program. Workforce pays for the last two-quarters of the student's program and then puts them into internships and on-the-job training programs for students who qualify for work source benefits.

The internship program takes any student no matter what year they are in their program. They do not need to already have a bachelor's degree. Once they qualify for Workforce benefits, quality internship opportunities are identified and then student/employee matches are made. Workforce also has a program called the Future Leadership Project that works with juniors going into their senior year of their bachelor program and they will be working on converting this program for community colleges with a focus on equity and inclusion. Workforce is looking at all levels of students and helping them with their education and finding employers to work with them.

LCC's Cooperative Education program requires students to complete 33 hours of work experience per credit. The Workforce Internships require a

minimum of 80 hours to a maximum of 220 hours. LCC has students who would like to extend past 33 hours. There may be a way that we can work with Workforce to extend the students' opportunities beyond the LCC Cooperative Education program and go into a longer internship program.

Sean would like to learn more about all of the LCC programs. He loves to promote the students and the talent that they have.

Randy Webster, Cowlitz County -

A lot of organizations are moving toward utilizing the cloud and Microsoft 365. There is a lot of talk within the county/government sector about switching to 365 solutions.

VI. Education (LCC and K12) UPDATES

a. Cooperative Education - IT Program has Cooperative Education built into the curriculum. Currently, students are gaining their work/training experience at LCC. COVID has limited the partnerships that we have had in the past. David is hoping to build relationships in the near future to bring back strong training sites for our students. Working with Sean and Workforce may be an option for students wanting to go beyond the 33-hour requirement of the Cooperative Education Program.

b. Curriculum -

i. KHS has Two IT classes:

1. Intro to Game Design Class - Taught with a block language in snap

2. AP Computer Science A - Java-based class that is object-oriented programming.

ii. Computer Science Programming- Wendy is CTE certified Programming is new to KHS and Wendy would like to find out more about the IT 100 for a future offering at KHS. This course touches on what students can do in the computer science field.

c. Labor Market: [LCC Data & Labor Market Info](#) - Review at the Spring Meeting. Tamra did introduce the new metrics that are above.

d. Facilities, Equipment, Technology:

What do you need in a new Vocational Building at LCC?

- i. LCC Vocational Building Pre-design Process: In the pre-design process working with architects. Asking what we need. The building will house computer science, electrical engineering, and IT labs.

Randy - Cowlitz County has worked on being able to change out their configuration. This can be a problem if you go the wired route. The county has stayed with wired as much as they can in their training rooms while still being flexible. With this, you can section off areas of the network and be more secure. Think about multiple roles that it can serve in.

David - LCC will need to have separate network access. Maybe wire trays/racks that will enable wires to be moved around and not go through the sheetrock. Possibly a fake floor or plugs in the ceiling to be able to be reconfigured as time goes on. Power has been a problem.

Randy- Add more wiring than you think you will need. Wiring on the floor and across the walls.

Wendy - Power, Wiring, Flexibility

Tamra - Is there a place we should tour:

Sean - National Headquarters for Banfield Pet Hospital Vancouver, WA. Award-winning building. The hospital meeting rooms are amazing. They have a great tech group.

Hewlett-Packard is also around the area.

e. Student Success/Performance: Spring Meeting

VII. LCC Employment Navigator - Veronica De Jesus

Veronica's role is focused on connecting students to meaningful employment during or after college by building a relationship with both the students and employers in our community and surrounding areas.

Ultimately her role is to be a bridge between both parties by identifying needs and ensuring that she is listening to both sides in regards to qualifications, skills, knowledge, etc.

On the students' side, she helps them be better prepared. Whether that be gaining additional training, knowledge, skills, modifying their documents, and so forth to help them get ready for employment.

Sean shared that Veronica is a great resource. Reach out to her.

VIII. OLD BUSINESS:

Meeting Participation - Does anyone have any recommendations for more membership? LCC staff can reach out to try to build employer representation. If you have feedback on the times of day for the meetings, please share it with us.

Sean will go through the employer list that he has that is specific to Cowlitz County and he will share the list with us to review. Sean will also coordinate with Veronica to share the information with her.

IX. NEW BUSINESS: none

X. UPCOMING PROGRAM OR COMMUNITY EVENTS: none

XI. Adjournment - 5:50 pm

XII. NEXT MEETING (DATE/TIME/PLACE): TBD

XIII. RESOURCES

- a. [ADVISORY COMMITTEE HANDBOOK](#)
- b. [LCC: Professional-Technical Advisory Committees Meeting Minutes](#)
- c. [The Carl D. Perkins Vocational and Technical Education Act, Public Law 105-332](#)
- d. [College Advisory Committee Procedures](#)
- e. [K12 CTE Advisory Committee Procedures](#)

PREPARED BY: Jennie Bergman

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