

**Section 1. Career Technical Education Advisory Committee Meetings Cover Sheet**

CTE Program: Computer Networking and Information Technology

Department Chair: Richard Taha

Name of person completing this form: Steven Nelson Date completed: 6/28/24

**Next Meeting:** Date: 5/14/2025 Time: 6 pm – 8 pm Location: Online Zoom

**Section 2. Advisory Committee Members in Attendance Meeting Date: 5/14/2024 CTE Program: CNIT**

***(External Members) Employers, Industry Associations, Professionals employed in the field***

<b>Name</b>	<b>Position</b>	<b>Business Name Address</b>	<b>Phone</b>	<b>Email</b>	<b>Signature</b>
Lavin Michael	Proprietor	Lavin Consulting 604 Bush Street, Apt. 700 San Francisco, CA 94108	415 546- 3746	michael@lavinconsulting.com	NA – Online Meeting
Jennifer Brown	IT Helpdesk Support Lead	Lawrence Berkeley Labs 1 Cyclotron Road Berkeley, CA 94720	510- 486- 4000	jbrown@lbl.gov	NA – Online Meeting
Jimmy Mai	Computer Systems Engineer	Lawrence Berkeley Labs 1 Cyclotron Road Berkeley, CA 94720	510- 486- 4000	kabroussard@lbl.gov	NA – Online Meeting

Alex Handy	Sales, Red Hat	100 East Davie Street Raleigh, NC 27601	NA	ahandy@redhat.com	NA – Phone Meeting EAB (w/Steve)
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**Section 2. Advisory Committee Members in Attendance cont. Meeting Date: 5/14/24 CTE Program: CNIT**

***(Internal Members) Faculty, Administrators, Classified Staff, Students***

<b>Name</b>	<b>Position</b>	<b>Faculty/Administrators/ Classified/Student</b>	<b>Email</b>	<b>Signature</b>
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Richard Taha	CNIT Dept. Chair	Faculty	rtaha@ccsf.edu	NA – Online Meeting
Steven Nelson	Employment and Training Specialist III	Classified	snelson@ccsf.edu	NA – Online Meeting

### Section 3. CTE Advisory Committee Meeting Minutes

CTE Program: CNIT Meeting Date: 5/14/24

#### 1. Program Review: review and feedback

The Computer Network and Information Technology (CNIT) program has an A.S. degree with concentrations in the following areas: Computer Technical Support Front-End Web Development, Network Security (Cybersecurity), Network Infrastructure (Cisco, Windows), Wireless Networking, and Cloud Technology (currently in the approval process). There are also 15 certificate programs within the focus areas. The 6 major areas were represented in the meeting by the Department Chair who solicited input from employers. After the CNIT programs were presented, the following feedback was given:

- All the employer advisors concurred that they wished that were a way to add professional conduct, communication, customer service, and business skills to the curriculum of our IT courses. (Contributed by all Industry Advisory Board members)
- Another stated that our students need to know the basics of IT Support and networking in addition to cyber security even when the students are planning on pursuing a career in cyber). (Contributed by Jenny Brown of Lawrence Berkeley Labs [LBL])
- In addition to knowing how to support Windows OS and MS Office/Office365 applications, students should know how to configure Windows native security features, given that most security problems arise from incorrect security settings on PCs. (Contributed by Michael Lavin of Lavin Consulting)
- Students should also know how to support Macs and Adobe Creative Suite. (Contributed by Jenny Brown of LBL)

- One of the employer advisors said that IT Students should learn how to run IT services in the cloud using AWS and, to a lesser degree, Azure. (Contributed by Jimmy Mai of LBL)
- One said we should combine and/or restructure our series of Windows Server courses to include Cloud computing, particularly hybrid flex setups. (Contributed by Jennifer Brown of LBL)
- Another said we should teach students AI integration to the degree that they will need it in their IT work specialties. (Contributed by Michael Lavin of Lavin Consulting)
- Another said that students should learn how to implement containers using Docker and Kubernetes. (Contributed by Alex Handy from Red Hat to Steve Nelson, in a phone meeting immediately prior to the advisory board meeting)

## **2. Student Learning Outcomes addressing Program Requirements and Course Content:** review and feedback

New proposed Learning Outcomes and Course Content from the employer advisors:

- Soft skills: Professionalism, business, communication, and customer service skills.
- Hard skills: Cloud computing/administration (AWS and MS Azure); Windows native security; the basics of IT for both Windows and Mac OS, including MS Office/Office 365 and Adobe Creative Suite; containerized computing using tools like Docker and Kerberos.
- Industry Certifications: CompTia A+, Net+, Sec+, Cisco CCNA, and Splunk

**3. Perkins Core Indicators including Class Pass Rates, Persistence, Completion and Employment Outcomes; and where applicable, Licensure and State Certification Pass Rates: review and feedback**

**PERKINS V Core Indicators of Performance by Vocational TOP Code**

Indicators for 2022-2023 Fiscal Year Planning

Summary by College for: SAN FRANCISCO CITY - SAN FRANCISCO

*To display 4 or 6 digit TOP codes, click on the plus sign to the left of the TOP code.*

Cohort Yr: 2019- 2020		Core 1 Postsecondary Retention & Placement	Core 2 Earned Postsecondary Credential	Core 3 Non-traditional Program Enrollment	Core 4 Employment
<input type="checkbox"/>	01 AGRICULTURE AND NATURAL RESOURCES	91.80	46.43	41.03	75.00
<input type="checkbox"/>	02 ARCHITECTURE AND RELATED TECHNOLOGIES	98.18	44.44	38.58	76.92
<input type="checkbox"/>	04 BIOLOGICAL SCIENCES	92.86	96.15	60.87	63.33
<input type="checkbox"/>	05 BUSINESS AND MANAGEMENT	94.35	79.37	45.10	66.25
<input type="checkbox"/>	06 MEDIA AND COMMUNICATIONS	92.34	87.78	35.65	60.49
<input type="checkbox"/>	07 INFORMATION TECHNOLOGY	93.83	80.21	22.80	66.94
<input type="checkbox"/>	0701 INFORMATION TECHNOLOGY, GENERAL	66.67	100.00	0.00	50.00
<input type="checkbox"/>	0702 COMPUTER INFORMATION SYSTEMS	50.00	0.00	50.00	0.00
<input type="checkbox"/>	0707 COMPUTER SOFTWARE DEVELOPMENT	95.03	73.55	25.97	66.95
<input type="checkbox"/>	0708 COMPUTER INFRASTRUCTURE AND SUPPORT	92.83	89.26	17.59	68.07
<input type="checkbox"/>	0709 WORLD WIDE WEB ADMINISTRATION	60.00	100.00		33.33
<input type="checkbox"/>	0799 OTHER INFORMATION TECHNOLOGY	92.31	50.00	20.00	80.00
<input type="checkbox"/>	09 ENGINEERING AND INDUSTRIAL TECHNOLOGIES	93.35	88.02	13.92	78.49
<input type="checkbox"/>	10 FINE AND APPLIED ARTS	88.76	84.38	58.56	53.27
<input type="checkbox"/>	12 HEALTH	95.75	94.69	19.42	85.15
<input type="checkbox"/>	13 FAMILY AND CONSUMER SCIENCES	90.69	95.32	8.58	67.41
<input type="checkbox"/>	14 LAW	95.24	100.00	24.44	54.55
<input type="checkbox"/>	16 LIBRARY SCIENCE	91.84	93.55	29.03	74.07
<input type="checkbox"/>	21 PUBLIC AND PROTECTIVE SERVICES	96.30	89.03	31.86	86.62
<input type="checkbox"/>	22 SOCIAL SCIENCES	100.00	100.00		92.31
<input type="checkbox"/>	30 COMMERCIAL SERVICES	76.00	94.44	50.00	61.90



**4. Labor Market Information demonstrating program continues to meet Labor Market Demand and doesn't represent unnecessary duplication with other programs in the region: review and feedback**

Computer and Information Research Scientists	447	\$70.78
Computer and Information Systems Managers	3,574	\$88.27
Computer Hardware Engineers	1,024	\$66.25
Computer Network Architects	801	\$64.75
Computer Network Support Specialists	800	\$38.94
Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic	88	\$34.68
Computer Occupations, All Other	3,444	\$55.80
Computer Operators	104	\$27.30
Computer Programmers	1,151	\$49.91
Computer Systems Analysts	3,207	\$55.80
Computer User Support Specialists	3,889	\$34.78

(From Perkins SF Bay Area Table 2022-2023)

**5. Programs Reviewed – You should probably fill this out because you know what you want to review and change...**

Program Type (Deg/Cert)	Program Name	New/Modify/Deactivate	Committee Approval (Yes/No)	Notes
Deg	Cloud	New	Yes	Approval required. In process
Cert	Artificial Intelligence	New	Yes	Approval required. In process

**6. Overall Recommendations for the program (these are just suggestions to consider based on the meeting notes--please change as you see fit)**

Program Type (Deg./Cert.)	Program Name	New/Modify/Deactivate	Committee Approval (Yes/No)	Notes
Associate of Science Degree	Computer Networking and Information Technology with focus in: <ul style="list-style-type: none"> <li>• Front-end Web Development</li> <li>• Networking</li> <li>• Wireless Networks</li> <li>• Cyber Security</li> <li>• Cisco</li> <li>• Technical Support</li> </ul>	Maintain  Modify  Modify  Modify  Add AI for IT, professionals development, business, and communication skills		Expand Offerings  Consolidate and change to be more hybrid with cloud  Add Windows Native Security  Add Mac/Adobe Creative Suite

	<ul style="list-style-type: none"> <li>• All</li> </ul>			
Certificate of Achievement	Fundamentals of Technical Support	Modify	Yes	Add MS Office365 and administration . Macs
Certificate of Achievement	Advanced Cybersecurity	Modify	Yes	Add Windows Native Security

**7. Planned Action Steps** based on feedback You should do this because you are the one who plans the actions, Not me

The requirement for more courses, especially in areas of Cloud, Cybersecurity and Tech Support and HelpDesk Support were discussed. Also about adding Unix training if possible. Budget needed to expand and add courses.

Another important item was adding HyFlex classes instead of purely online classes. This is one of our top items but requires union approval and budget.

**Next Meeting:** Date: 5/3/25 Time: 6-8 pm Location: Online- Zoom

**Signatures:** Department Chair: \_\_\_\_\_

*Richard R. Tolson*

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School Dean: \_\_\_\_\_

Associate Dean, Workforce Development:

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Associate Vice Chancellor: