

**Lethbridge College**  
**Computer Information Technology Advisory Committee**  
**MINUTES**  
**Tuesday – March 22, 2011**  
**TE 1202 – Sunflower Room**

Present: Stephen Graham, Raluca Paceana, Matt Lynch, Joel Mitchell, Fergus Raphael, Ken Chapman  
Students: Peter Carpenter (1<sup>st</sup> Year ) Chris Toth (2<sup>nd</sup> Year)  
Faculty & Staff Dennis Sheppard, Rita Halma, Terry Allred, Alan Andron, Debbie Baggs, Marty Boogaart, Daryle Niedermayer, Barry Robinson, Kelly Gorrill (Admin Support)  
Regrets: Jim Campbell

**1. Welcome & Introductions:**

Stephen welcomed everyone to the meeting and thanked them for coming.

**2. Adoption of Agenda:**

Adoption of the Agenda - Moved forward

**3. Adoption of Minutes (October 12, 2010):**

A motion to approve the Minutes of October 12, 2010 was made by Matt Lynch and seconded by Fergus Raphael. The motion was carried.

**4. Business Arising from the Minutes:**

There was no Business arising from the Minutes.

**5. College Wide & Staffing Update:**

Dennis thanked Rita for the service she has provided to the School of Business in the last three years and he commented that Alan will bring some unique skills with him. We have gone from a single chair model to a co chair model so Alan Andron will take care of the CIT, OAA & PGM programs and Ray Friedman will take care of the Business Administration program, so we will have two champions of the School of Business.

College wide the numbers are looking good for next year. We had an application update that just came out this morning, and College Wide our applications received are up 15% over this time last year and our move to student for our confirmed seats are up 18% so we are in a pretty comfortable position at this point in the year. Dennis gave an overview of the Academic Plan and Vision that the Senior Leadership team has gone through in the past year, so many initiatives that have been created and approved.

**6. Program Review:**

Debbie mentioned that the CIT group has been really Awesome to work with on this program review, they were great and really helped with putting this together. We will be gathering information from Alumni, Advisory members, Industry, Practicum Hosts, CIT Faculty for this Program review. One thing that we have to our advantage is that we just completed the CIT Accreditation. Debbie had an activity and divided the group into three different groups, from the groups Debbie collected information that was created and she will be compiling it with more information as it comes in. Debbie distributed 20 outcomes for the CIT program and asked the Advisory Members for feedback. Debbie thanked everyone for their time.

**7. Student Feedback:**

Chris Toth (2<sup>nd</sup> Year Student) - Things have been good, system design going really well. Chris brought up a concern regarding hosting - the College ITS department was contacted for support to the CIT students with this venture and they did not comply, this didn't seem right with the students that were involved, being part of the College, why would ITS not support the student base? Barry responded by saying that ITS was concerned that this was going to involve more manpower and that was their first concern. With some communication with ITS, this issue could possibly be resolved. Fergus Raphael has offered server support if that need would be there. There could be an issue with the Privacy of College material? The hosting topic has been recorded and will be moved to another Advisory Meeting where there could be more discussion on it. Being in the second year, some students have fallen behind and needed a support from Faculty that they didn't get and these students just disappeared again, how can we stop this from happening? Chris now understands why he had to take the Business classes, getting towards the end of his second year.

Peter Carpenter (1<sup>st</sup> Year Student) - CIT classes have been good, Business classes have been good - Daryle's C assignments have been brutal, Networking has been good. Trying to integrate more group work in their course, thought of group programming for CIT ++ with a group of five, could be a good final project. Angel sucks, it is down all the time and is buggy. Angel crashed during a final exam and they had to reschedule, lots of problems with Angel. We think that it is a server issue and has been resolved. The Angel software is going to be ending in a couple of years, the company has been bought out and we are not sure if we will be going with Angel or if we want to move to Moodle? This issue would be with the hosting, not necessarily the software. This is a big issue that needs to be looked at and decided on. This software issue has been recorded and will be on the next Agenda with an update.

**8. Program & Hardware Update:**

With the restructuring of the Chair moving to a Co-Chair - Barry will be moving back to full time teaching position.

Terry commented that a grant has been donated from the Research Department to match money that Dennis set aside for the CIT program where we have purchased a Blade Chassis, four well equipped blades, a san and two UPS's to basically replace the infrastructure we have right now. This research grant was available to us because we have been working with external organizations with our CIT 275, 276 where our students are developing solutions for several clients. It's nice to see that investment being brought back into the program. It should be noted that IBM brought the price down and worked with the program for these items, and it should be noted that Terry & Dennis worked really hard towards this direction.

**9. New Directions & Opportunities:**

PC Services Program - This needed to be terminated and decided to be recreated and do it right.

Systems Administrator – This idea has been put on hold at this time.

Virtualization - We have the equipment now to work towards this direction - we do see some capabilities in our students to move towards this way - we are trying to look towards long term solutions.

**10. Networking Event:**

We have five projects on the go right now with our students - Steel Inventory Group, Horizon School Division, Peer Evaluation Project, Resident Management System, Lab Exam Scheduler. We are having an Open House on April 8, 2011 for our Student's System Design Presentations.

We are also having a Networking Event to meet our graduating class on April 12, 2011 along with some Mock Interviews earlier on in the day.

**11. Marketing – Review of Brochures & Website etc.**

Rita distributed some of our Marketing materials that are sent out to advertise our programs so the Advisory members know how we are marketing our programs. Rita also went on the Lethbridge College website pointing out our programs in the School of Business where the Computer Information Technology program is - we also have a video where individuals of the College were used to make this video and we are planning on using this You Tube video in places where we could attract students. We also have a few billboards throughout the city advertising for our programs. Fergus mentioned Google AdWords is a good way to advertise online - you only pay when someone clicks on your site - it is very reasonably priced. Advisory Members mentioned that the one page advertisement is one of the better ones.

**12. Next Meeting Date & Time**

October 6, 2011

6:00 PM – 8:00 PM

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**Meeting Adjourned: 8:30 PM**