<div align="center">

Lethbridge College
Computer Information Technology Advisory Committee
MINUTES
Tuesday – October 16, 2012
TE 1202 – Sunflower Room

</div>

Present: Matt Lynch, Fergus Raphael, Jake Waiboer
Students: Kerry Gimblett (1st Year), Maxwell Clyke (2nd Year)
Faculty & Staff: Alan Andron, Marty Boogaart, Stephen Graham, Barry Robinson, Terry Allred, Kelly Gorrill
Regrets: Nathan Sailer, Cal Koskowich, Jim Campbell, Jimm Valentinsen

1. **Welcome & Introductions:**
    Matt welcomed everyone to the meeting and thanked them for coming. Round table introductions were made.

2. **Adoption of Agenda:**
    Adoption of the Agenda was made by Jake Waiboer and seconded by Fergus Raphael.

3. **Adoption of Minutes (October 18, 2011):**
    Adoption of the Minutes was made by Jake Waiboer and seconded by Fergus Raphael.

4. **Committee Co-Chair & New Members:**
    Unfortunately, we lost some of our members over the summer – including our co-chair, Stephen Graham. As Jimm wasn't there, he was voluntold that he would remain as co-chair of the committee, and another co-chair was sought. After some well-placed verbal jabs, Matt (who graciously chaired tonight's meeting) wrangled Fergus into accepting the position of co-chair.

5. **Business Arising from the Minutes:**
    There was no Business.

6. **CIPS Accreditation Extension:**
    Alan Andron received a letter from CIPS regarding the CIPS Accreditation Extension to 2014; Alan will be contacted by CIPS sometime during the 2013 Year to begin another renewal process.

7. **College Wide & Staffing Update:**
    New Faculty – Daryle Niedermayer is no longer with Lethbridge College and Stephen Graham has accepted a teaching position in the CIT program and we are happy to have him. As he is not faculty, Stephen will no longer be part of the Committee; we also lost Joel Mitchell & Raluca Paceana during the summer because they have relocated to BC. We are therefore in need of some new members! If you know of anyone who would be interested, please let Alan or Kelly know or even bring them to our next meeting and let them check us out.

    Lab Relocation – Terry Allred and our CIT labs have moved from the second floor of Technologies to the second floor of the iBuilding (Instructional Building), so the CIT group is back together again.

    30- 60- 120 Credit Conversion – Most courses will become three credits, but will retain the current number of contact hours (which are tied to credit values). For example, a 5-credit course would have 5 contact hours a week; that could become a 3-credit course, but remain at 5 contact hours each week. Alan has requested that CIT should go through this as one of the first groups because of the CIPS review that just took place. This conversion is necessary for students transfer – they are trying to make all courses the same credits throughout the Provinces.

College President - We are also searching for a new President – Tracy Edwards gave her notice in May of 2012 and was finished her role the end of June 2012. We could have this completed by November some time.

8. **Student Feedback:**

Karrie Gimblett (1st Year Student) – Is concerned that some 1st Year students don't check their Angel and they miss things (Assignments or Exams)? Maxwell has made the comment that he is constantly checking his schedule over and over again – some students just don't pay attention. Fergus commented that Maxwell had the same concern last year.

Maxwell Clyke (2nd Year Student) – Maxwell likes how things are working right now! Time is always an issue – there just seems to be not enough time for everything that needs to be done. Being able to get into labs until 10:00 PM is really great, and helps a lot. Max also reiterated what he's said in past meetings - that having some graduates, industry people, or second year students come into some of the first-year classes, to speak about time management skills, the importance of all of the CIT classes, etc., could be beneficial.

9. **Next Meeting Date & Time:**
    Tuesday - March 5, 2013 from 6:00 PM – 8:00 PM
    TE 1202 – Sunflower Room

    Meeting Adjourned: **7:00 PM**