Members Present:
Amy Anderson (John Muir), Travis Cox (Parakletos Consulting), Sandy Jones (LMC), Kiran Kamath (LMC), Don McKnight (LMC), Clayton Smith (LMC), James Spagnol (LMC), Daniel Young (LMC).

Members excused:
Roger Allan (Cisco Systems), Patrick Cho (EBMUD), Jonathan Driller (EBMUD), Jenny Geschwind (Robert Half Technology), Sandeep Gupte (Advanced Micro Devices), Wendy Mello (John Muir Medical), Drew Miller (Best Buy Geek Squad), Jeff Montenez (Kaiser Permanente), Austin Mortimore (Best Buy Geek Squad), Jim Morton (Contra Costa Water District), Christine Parupia (Bank of America), Karen Stanton (LMC), Mark Thompson (Shell), Rajiv Tibrewala (McAfee), Tri Vo (Contra Costa County).

Welcome and Introductions:
Kiran welcomed the board members and introduced Dr. Pierre Thiry, faculty from San Francisco City College and member of MIPC (Mid-Pacific Information Communication and Technologies).

Approve Minutes:
Minutes were approved without any changes.

Discussion of Degrees and Certificates proposed:
Discussion about the degree and certificate programs that LMC should offer based on industry input and LMI data came to a close today. Amy Anderson made a motion to approve the new degree and certificate programs. Travis Cox seconded the motion. The Board unanimously approved three new Associate of Science degrees in Computer Networking & Security; Computer Support Specialist; and Computer Science. They also approved two new Certificates of Achievement in Networking & Security, and in Computer Support Specialist. Three new shorter Certificates in Networking & Security; Computer Support Specialist; and Programming were also approved. The short certificates will be sent for State Chancellor’s Office approval so that they can be documented on student transcripts. These certificates, if approved, will therefore be called “Certificates of Completion”. (The details of each degree and certificate are included at the end of these minutes).

Curriculum:
The curriculum and program direction were based on industry input and Labor Market data gathered from EDD and the Bureau of Labor Statistics. Over twenty new and revised course outlines were uploaded to a shared workspace (Microsoft Workspace). Board members were invited to review the course outlines and add comments online. Patrick Cho commented online that COMSC 121 was well written and should be forwarded to the Curriculum Committee for approval. Travis inquired as to why a course in Project Management was not included in the degree and certificate programs. There were also questions as to why Systems Analysis was not included in the degree. After some discussion, it was felt that both these courses are typically offered in a 4 year degree (since they are more advanced) rather than at the community college level.

There was discussion about educating students on people skills, working well in a team, and business etiquette. These concepts will be infused into the computer science curriculum. This request will also be forwarded to the college’s Business Department so that it may develop some generic courses to assist students in a variety of programs in the college.
Many courses in the program prepare students for industry certifications such as A+, COMPTIA and CCNA.

**Mid-Pacific Information Communication and Technologies Center (MPICT):**
Dr. Pierre Thiry visited LMC to inform the advisory board and our faculty about MPICT. Information and Communications Technology (ICT) has evolved considerably with the convergence of data, voice and video. The mission of MPICT is to coordinate, promote and improve the quality of ICT education in 2-year colleges in northern California, northern Nevada, southern Oregon, Hawaii and the Pacific Territories. Funded by the National Science Foundation (NSF), MPICT continues to build collaborative relationships with ICT industry resources in the San Francisco Bay Area and Silicon Valley to improve ICT education; to improve communication in educational and career pathways as well as experiences in ICT; and to expand and diversify the skilled ICT workforce. Regional partners include community colleges such as Cabrillo, Ohlone, Foothill, Truckee Meadows, City College of San Francisco, and Santa Rosa Junior College. He distributed copies of the MPICT quarterly newsletter.

Pierre has invited LMC to become an Associate Member of MPICT. The benefits of this membership will include invitations to attend MPICT advisory board meetings, winter and summer faculty development conferences at City College of San Francisco, and a complimentary conference registration to the annual High Impact Technology Exchange Conference.

This year MPICT is sponsoring the Summer Faculty Development Week from June 21-25, 2010 at City College of San Francisco. Pierre invited our faculty to attend.

**Next steps in the process:**
- Submit new course outlines to the Curriculum Committee for approval at the May 19, 2010 meeting.
- Begin the program approval process for the new degrees and certificates. This includes approval by the LMC Curriculum Committee, the Bay Area Regional Occupation Consortium, the Districtwide Education Planning Committee, and the State Chancellor’s Office.
- Meet with Francis Moy (LMC Transfer Counselor) and Eileen Valenzuela (LMC Articulation Officer) to finalize program alignment and transfer with CSU and UC.
- Sandy Jones will work with Catherine Fonseca (LMC CTE Coordinator) to articulate courses from our feeder high schools such as Freedom High School to LMC Computer Science courses.

**Next meeting agenda will include:**
- Update on the approval process for the new degrees and certificates

**Tentative meeting date:** October 7, 2010 (3-5 pm)

**Handouts provided at this meeting:**
- New degrees and certificates detailed information

Meeting adjourned at 5:15pm.