West Los Angeles College

Advisory Committee Meeting

April 2nd, 2011 in CE101

Computer Science Information Technology

Computer Application Office Technology
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<th>Committee Members Present:</th>
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<td><strong>Davis Seetao</strong>&lt;br&gt;Title: SAP Administrator&lt;br&gt;Organization: LACCD</td>
<td><strong>Marcus Butler,</strong>&lt;br&gt;Title: Assistant Professor, Microsoft/Cisco&lt;br&gt;Organization: WLAC&lt;br&gt;Contact Number: 310-702.1576</td>
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<td><strong>Kabwe Chanda,</strong>&lt;br&gt;Title: IT specialist&lt;br&gt;Organization: Southwest College&lt;br&gt;Contact Number: 323-241-5421</td>
<td><strong>Anna Chiang,</strong>&lt;br&gt;Title: Assistant Professor, Linux, network and security&lt;br&gt;Organization: WLAC&lt;br&gt;Contact Number: 310-287-4253</td>
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<td><strong>Steve Gonsoski</strong>&lt;br&gt;Title: Programmer Analyst&lt;br&gt;Organization: LACCD&lt;br&gt;Contact: <a href="mailto:Gonsossj@email.laccd.edu">Gonsossj@email.laccd.edu</a>&lt;br&gt;Contact Number: 213-891-2454</td>
<td><strong>Patricia Morris</strong>&lt;br&gt;Title: Legal secretary&lt;br&gt;Danning, Gill, Diamond &amp; Kollitz, LLP&lt;br&gt;Contact Number: 323-385-7165</td>
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<td><strong>Diane Matsuno,</strong>&lt;br&gt;Title: Technology instructor&lt;br&gt;Organization: WLAC&lt;br&gt;Contact: 310-287-4283</td>
<td><strong>Sherry Monroe</strong>&lt;br&gt;Title: System Support&lt;br&gt;Organization: Dept. of Water &amp; Power&lt;br&gt;Contact Number: 310-649-4945</td>
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<td><strong>Mimi Wong</strong>&lt;br&gt;Title: Legal Secretary&lt;br&gt;Phillips Law Partners, LLP</td>
<td><strong>Manish Patil,</strong>&lt;br&gt;Title: Oracle SQL database administrator&lt;br&gt;Organization: City of Los Angeles&lt;br&gt;Contact Number: 310-645-7832</td>
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<td><strong>Michael Stamper,</strong>&lt;br&gt;Title: IT service director&lt;br&gt;Organization: Pepperdine Univ.&lt;br&gt;Contact Number: 310-568-2396</td>
<td><strong>Yuen Yuen</strong>&lt;br&gt;Title: Software engineer&lt;br&gt;Organization: Northrop&lt;br&gt;Contact Number: 310-540-3912</td>
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<td><strong>Linda Wallace,</strong>&lt;br&gt;Title: E-learning specialist&lt;br&gt;Organization: Pepperdine Univ.&lt;br&gt;Contact: <a href="mailto:linda.wallace@peppperdine.edu">linda.wallace@peppperdine.edu</a></td>
<td><strong>Larry Wang,</strong>&lt;br&gt;Title: Senior Linux engineer&lt;br&gt;Organization: Fox (My Space)&lt;br&gt;Contact Number: 310-666-2756</td>
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<td><strong>Francine Zexter</strong>&lt;br&gt;Title: Attorney&lt;br&gt;Organization:</td>
<td><strong>Ken Taira:</strong>&lt;br&gt;Title: computer consultant&lt;br&gt;Contact Number: 213-434-3143</td>
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<td><strong>Clyde Titus</strong>&lt;br&gt;Title: Professor-computer application&lt;br&gt;Organization: West LA College&lt;br&gt;Contact Number: 310-287-4432</td>
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**11:30 am - the meeting was called to order by Anna Chiang**

>Anna Chiang: Please name the industry or business area that you represent.

**Topics discussed:**

1) What IT trends and technology areas are emerging in your organization and industry? What are the latest trends you are observing in the above areas? What are the trends in hiring needs of the above listed areas?

>L.S.Wang: Aerospace IT.
- Cloud Computing is prevailing in government sectors.
- Strong useful UI portal that provide ability to self-provision Virtual Machine.
- Administrators that can help maintain clouding computing environment.
- Developers that can develop cloud-aware applications.

>Michael Stamper: Education IT.
Increased use of Social Media, document access and sharing, all services must be on-line including educational service, cloud-computing, mobile and tablet versions of services needed. We continue to hire content creators and developers, however, are not expanding our technical team because the tools to create and maintain systems are more and more hosted solutions. Soon applications will be available via the cloud instead of on individual users’ machine.

>Manish Patel: Government IT.
- Applications that enable transparent government
- Shared data stores via basic http web services
- Shared Data services are prevalent in all new application development projects
- Standards based development (Model View Controller, Extensibility/Tools reuse)

>Linda Wallace: Higher Education
- Mobile computing - smart phones and tablets
- Disruptive innovation: open educational resources, social learning, peer2peer sharing, for-profit and corporate online universities, DIY-school, and globalized markets, e.g. Kahn Academy: [http://www.khanacademy.org/](http://www.khanacademy.org/)

2) What skills are needed in the following tracks that we currently offer? 
   a) Web design, development and web application programming:
   >L.S.Wang: Java, php, python, ruby
   >Michael Stamper: CSS, AJAX, PHP, and Multimedia. HTML, Dreamweaver, etc. are only basics and no longer differentiate any developer from others.
   >Linda Wallace: Mobile computing and applications development: iPhone/iPad, Android, and Blackberry
b) Database administration and programming:
> **L.S. Wang**: Mostly not directly using PL/SQL, but use languages such as Java, PHP, Python or ruby to communicate with database.
> **Manish Patel**: Understanding of Windows User Interface Elements, the database administrator should possess the following skills:
  - Organizational skills
  - Differentiate between different data types
  - Understand basic user password security

c) Network administration and information system security:
> **L.S. Wang**: Cisco certification and experience with IPSec.
> **Anna Chiang**: Information System Security skill should include the following:
  - be able to create security policy for an organization.
  - be able to create a disaster response plan with incident response, business continuity and disaster recovery.
  - be able to implement a redundant system.

e) E-commerce:
> **L.S. Wang**: Packaged turnkey systems are still in demand.
> **Manish Patel**: suggest to have a course or “direct study” to incorporate all the technical skills that students have learned in an E-commerce final project, students with strong technical background like ASP.net and enterprise database can create a professional E-commerce project, this class can be a terminal class for web support and database administration degree and certificate program.

f) Health IT/ Computer Forensics & Investigation/Multimedia:
> **Anna Chiang**: suggest to give students freedom and flexibility to combine computer technology with other discipline like health care, computer forensics or multimedia. In the required and elective course list, add course from Allied health, Administration of Justice and Multimedia.
I recently attended a Health IT Conference hosted by Health Career Connection (HCC). HCC is a non-profit organization that provides paid fellowship opportunities to individuals interested in pursuing careers in health IT. The 2011 Health Information Technology Fellowship Program is a special program designed for: 1) recent graduates (less than 3 years) a health or IT related undergraduate majors or certificate programs 2) people with 2-5 years of clinical or administrative experience working in health providers organizations (including current employees).3) people with 2-5 years of IT experience working with end users who have knowledge or interest in health organizations.

g) Legal secretary:
> **Mimi Wang**: I am a Legal Secretary/Paralegal with the law offices of Phillips Law Partners, LLP, specializing in Estate Planning, Probate and Transactional Law. IT practices and software used are established and no significant trends are evident. We continue to use WordPerfect, Word, Excel, Outlook, E-Copy, and Legal Solutions. Legal Secretaries need the following skills:
- Word processing
- Communicate with clients via e-mail
- Calendaring using Outlook
- Use Legal Solution to complete legal forms for various jurisdictions
- Research regulations and rules for filing documents with various County Recorders and Secretaries of States
- Use Excel to do financial computations of clients' estate and assets
- Familiar with legal terms and procedures

3). What skills are the most difficult to find in potential employees?

> Manish Patel: Basic programming and database knowledge is crucial, very hard to find.

> Larry Wang: Experienced with maintaining multi-platform OS/applications, networking and ability to integrate an environment.

> Michael Stamper: Project leadership/management, communication, work ethic.

> Pat Morris: for legal secretary, the personal responsibility and excellent work habits. experience in that particular area, e.g., Estate Planning, Probate, etc. We generally require seven years' experience in our legal field.

4). How to help students successfully complete the courses and training toward the certificate and degree programs? how to help our graduates become industry certified and will be employable?

> Francine Zexter: Provide internship opportunities along with the certificate and degree programs. Industry certification is available through Legal Secretaries Incorporated and it's local chapters.

> Michael Stamper: tutors would be an excellent addition with specific lab hours. Several students request this. Provide practice exams and credit towards working towards a certification. Change textbooks to use those that work towards certification.

> Larry Wang: We should arm our graduates with strong theoretical knowledge and hands-on experience.

> Linda Wallace: Partner with local tech companies and/or businesses to offer student internships: http://www.manta.com/mb_53_G4_1UH/information_technology/los_angeles_ca
- Attract IT professionals for retraining - advertise in publications (Certification Magazine, Google Adwords, etc.): http://www.certmag.com/
- Offer workshop/course - Professional Skills for the 21st Century Workplace
  o Develop a portfolio and resume
  o Manage online image for potential employers
  o Develop personal marketing strategy: LinkedIn, etc
  o Using social media to find a job and in the workplace
5). Is our division going in the right directions in the areas of curriculum development and course offerings? (www.wlac.edu/csit). Curriculum currently under development:
   - **On Line Degree option**
   - CISCO CCNP
   - Apple application development and system support technician
   - SAP university alliance
   - Virtual and Cloud Computing

Anna Chiang: Since a significant percentage of students participating in our program are working adults, our program course are offered hybrid or on-line to accommodate student with varies schedule.

The committee members agree that all services must be online including educational service, The advisory committee suggest the division to offer degree and certificate programs with option to be taken entirely on-line or “hybrid”.

Michael Stamper: Web development area is dated. Dreamweaver / HTML are only beginning. Need classes in PHP, CSS, Social Media, advanced Flash, HTML 5, Mobile apps, and Multimedia for the web. More advanced classes to differentiate. The key need to add is CSS. A positive step is the addition of the likely addition of CSS and HTML5 to the CS957 course we discussed before. This seems like a natural fit. After CS957, some of the topics introduced like JavaScript, DOM, and XML will be covered by other classes we offer, so, replacing those topics with CSS makes natural sense until we are able to offer a CSS course on its own.

After HTML5/CSS, I recommend we consider using CS930 for PHP, Social Media, Mobile Apps, Advanced Flash, or Multimedia. I did a quick survey of what SMC and USC offer that stand out as different and attached a list of courses that we can compare against our offerings. Both schools have a course in Project Management which as mentioned by a few at the last advisor’s meeting, so, it is also something to consider.

My initial recommendation for order of preference is as follows, but I definitely would encourage feedback from other instructors.

1. CSS / HTML5
2. PHP
3. Project Management
4. Social Media
5. Mobile Apps
6. Advanced Web Animation and Interactivity (aka Flash II)

Changing the title to CS930 seems like a good idea. The recommendation of "Business and Web Application software" is generic enough it could apply for just about anything. If the department agrees on a specific class (such as those listed above) then I recommend assigning the specific title such as "Web
Development with PHP", but if it takes to long to agree on a course/title then going with the generic version makes sense because of the slow process to change a course title.

Marcus Butler

The new CCNP program will help us retain our existing Cisco students and attract hundreds more. The attraction will come from West being one of the few low-cost options for this in-demand, high-tech training.

The CCNP curriculum will consist of four new courses being currently developed. The curriculum is intended for those interested in continuing their post-CCNA preparation to become network administrators, Level 2 support engineers, Level 2 systems engineers, network technicians, or deployment engineers. The CCNP career path opens up truly high paying jobs starting at $45K or higher.

David Seetao LACCD/West Los Angeles College Department of Computer Science & Information Technology and Business Administration faculty are preparing a strategic plan to guide the school during the next decade. In the last decade, there have been significant technological advances in the computer and business profession with ERP systems. An important strategic initiative is to add “ERP competence” to the student learning outcomes. The district looked at the major ERP vendors and has concluded that SAP offers the best experience for the students. The district/college will incorporate SAP into the curriculum in the upper division courses. The students will learn the core accounting transactions processes and systems, and the integration and use of budgeting, management and business intelligence tools. For Computer Science & Information Technology students, the school will learn how to monitor, install, configure, and support ERP systems.

CSIT 915: Introduction to Enterprise Resource Planning System

The learning outcome for CSIT 915 introduces students to Enterprise Planning Resource fundamentals with heavy emphasis on business processes integration and configuration. With this course, students will be grouped into small project team working with the industry premier SAP software by setting up a hypothetical company from the ground up. Students will design the organizational structure, set up rules to support the core business processes from end-to-end. Critical decision points will be made by students that are necessary for industry application. In today's competitive marketplace it is essential to have a solid understanding of the whole picture of information systems. At the end of the course, students will have learned problem solving skills, gained knowledge into ERP principles, concepts, and procedures.

The meeting was adjourned at 2:00 pm