Date:	11-13-2024	Time:	4:30	Location:	11-13-2024
Minutes recorded by:					

Advisory committees are an integral part of Western Technical College. An advisory committee, with members from the field that the program prepares students to enter, guides each program.

Advisory committee input is an important component in *Continuous Quality Improvement*. Each instructional program offered by the College will have an advisory committee consisting of equal representation of employers and employees of a particular occupation or type of service.

Advisory committees provide assistance, make recommendations, support high-quality occupational education in the program area they represent, and sometimes serve in subcommittee work to accomplish goals.

Local occupational program advisory committees tend to focus on these areas:

- Labor market trends
- Job competencies expectations
- Facilities
- Instructional equipment
- Relevant curriculum feedback

- Recruitment of faculty
- Student recruitment and retention
- Assessment methodology
- Local trends
- Industry trends

Committee Members					
Western Technical College			**Advisory Members**		
VP: Rebecca Hopkins			John Bushman		Jeff Senn	
Dean: Josh Gamer			Alex Couch		Ron Shaw	
Associate Dean: Mike Poellinger			Mark Erickson		Scot Shumway	
Associate Dean: Mark Moulton			Chris Flock		Ray Stevens	
Advisor: Darcy McCallson			Chris Haas		Joe Zimmerman	
Instructor: Niall Kader			Adam Harpur			
Instructor: Tage Bushman			Tom Harron			
Instructor: Jacob McAllister			Nathan Hoff			
			Tara Kelly			
			Bob Lindner			
			Paul Potter			
			Devin Rowan			

Western Technical College
INTEGRATED TECHNOLOGY DIVISION

AGENDA	
Topic	**Discussion/Action**
Call to Order	Time meeting started:
Introductions	Update contact information as appropriate

Approval of Minutes	Motion by:	Seconded by:	Approval	Y	N

Western Update • Message • College Initiatives • Upcoming Events Update provided by Dean / Associate Dean	College Updates- Mark Moulton new Associate Dean (IT, Ag, landscape, Mech Design, ECET) Center of Innovation construction to begin October, open for Fall 2025. 2.3 million in capital equipment, FIRST robotics connection, contract training, high school academies Strategic plan refresh is now and launching next academic year. Workforce focus. Intending to have an exchange program in France for HVACR, Constuction, Electricians, and Bldg Science April 2025
Program Review • Enrollments • Expected Graduates • Recruitment • Grad Employment Review provided by Program Chair/Faculty. Focus on past/current students and program	Incoming Fall 2024 numbers Continuing 2nd year numbers We are offering a few of our classes to local high school students via the academy.

Western Technical College
INTEGRATED TECHNOLOGY DIVISION

Program Vision • Future Direction Vision provided by Program Chair/Faculty Dean/Assoc Dean	The Web Developer tech diploma could become a fully embedded pathway to future associate degree programs. With the new hybrid mode of learning, it may be possible for us to offer students an option for an associate degree. For example, we could offer an AI Enginering degree, or a degree in Cloud Computing, in addition to the Web & Software degree that is currently offered.
Curriculum Discussion • Modifications • TSA • Additions • Assessments Topic and background provided by Program Chair for discussion and approval if required	We are discussing the incorporation of AI into the program courses. We may want to make adjustments to the new 7 week curriculum once we see how it goes. It would be nice to have students actually get started in programming in the first term. TSA Phase II – How the students will be assessed so that we know they have met the program outcomes
Program Requests • Internships? • Partnerships? Open-ended questions provided by Program Chair/Faculty Dean/Assoc Dean	

Topic Discussion • Industry Trends? • Job Skills Evolution? Open-ended questions provided by Program Chair/Faculty Dean/Assoc Dean	***Artificial Intelligence guiding questions:*** *How do your employees currently incorporate artificial intelligence (AI) into their work?* *What specific AI programs are being leveraged?* *In what ways do you see that use expanding in the future?* *What knowledge, skills, and abilities in using AI and other emerging technologies do you expect in your new employees?*
Next Meeting Date	
Adjournment	Time meeting ended: