

**Computer Business Information Systems (CBIS)
Advisory Meeting
December 4, 2019 3:30- 4:30 pm
Barstow Community College
2700 Barstow Rd. Barstow, CA 92311
LRC Conference Room**



MEETING MINUTES

*Faculty Chair/Meeting Facilitator: Joseph Williams, MBA, MAFM
Barstow Community College, CBIS Faculty*

Introductions/Welcome

In Attendance:

Joseph Williams- BCC, CBIS Faculty
Eduardo Vasquez- BCC, Academic Counselor
Sandra Oberlies- Barstow High School, Microsoft Office Specialist Teacher
Lisa Holmes- BCC, Director, Research, Development and Planning
James Lee- BCC, Director, CTE Grants

CBIS Program Overview

James Lee provided an overview of the packets that were provided to those in attendance. He covered an overview of the current courses, certifications in the catalog for MIS and Microsoft Office Specialist and Joseph Williams provided clarification that two of the certificates of achievement up for recommendation would replace their two respective certificates listed in the catalog. The updated MIS certificate provided a more streamlined and clear pathway for students and updated changes to reflect inactive courses. The Microsoft Office certificate updated to be more comprehensive and increased the total units to make the certificate eligible for chancellor's office approval and certain financial aid programs.

There was some discussion on alignment with the offerings at Barstow High School to prevent duplication. There has been work done during the current year to articulate CBIS 1 which is a course requirement for the Unix Administrator, MIS, Computer and Network Specialist, and Computer and Cyber Security certificates. Therefore, the coursework students are completing at Barstow High School through articulation would apply to all but one of the certificates we are looking for recommendation on approving. In this conversation, there was discussion about how the third party industry recognized certificates such as Linux+, Network+, Microsoft Office Specialist (MOS), and Security+ certificates could be obtained. Sandra informed us that Barstow High School was an approved testing center for the Microsoft Office Specialist (MOS) certification and James mentioned he believed that at one time the Barstow Community College- Ft. Irwin off-campus site was approved to proctor [CompTIA](#) tests which would include the [CompTIA Network+](#), [Linux+](#), and [Security+](#) tests. James said he would follow-up with the Manager at

the BCC Ft. Irwin site to see if these were still being proctored and if this is a site license specific to the Ft. Irwin site or BCC and if it is BCC could this be offered at the main campus computer lab, the cost structure, and other information regarding this testing ability. After the meeting an email and voicemail was sent to the Manager at Ft. Irwin to discover more about this. Sandra suggested a potential partnership of sharing the testing abilities since they have the MOS testing ability and our potential to offer the CompTIA testing. Both Barstow High School and BCC would need to look into logistics, costs, etc. in moving this forward.

When reviewing the certification and courses Sandra asked if we were offering a course for the A+ certification and Joseph responded that it was not a current offering. Sandra explained that this is a lower level of the Network+ certification and might be something to look into implementing. James conducted some quick research during this discussion and discovered this was a course offering at some point at BCC. Located in the [2007-2008](#) BCC Catalog there was a CBIS 51 course titled "A+ Certification Preparation" which could be an option to look at developing again as an offering in the CBIS program. When we noticed the "preparation" language there was a brief discussion on how the current certs are named with the certification listed in the title of the certificate and if this is how they should be listed or should we use preparation for Network+, Linux+, etc. This discussion will continue with BCC.

Eduardo mentioned from an academic counselor viewpoint that the new certificates would be beneficial for guiding students into the pathways as many of the courses didn't lead to a clear obtainable goal. The only current Chancellor Office approved certificate that students could obtain was the MIS certificate of achievement, which had many options for different courses to take to obtain the certificate.

Action Items

James went over the labor market data on the certificates, which was obtained from the Centers of Excellence showing the labor market for these areas, which indicated a need for workers with these skills in San Bernardino and Riverside counties. After an explanation of the existing certificates and the dialogue that took place at the meeting, there was a recommendation from the advisory members to move the certificates forward for approval and implementation into our current program offerings. With these already gaining approvals from the BCC curriculum committee this was the final step needed to be submitted to the Inland Empire/Desert Regional Consortium (IEDRC) CTE Deans meeting for their approval before being uploaded into the Chancellor's Officer Curriculum Inventory (COCI) system for Chancellor's Office approval.

Computer and Cyber Security Specialist (Security+) - **Recommended**

Computer and Network Specialist (Network+) - **Recommended**

Management Information Systems- **Recommended**

Microsoft Office Specialist- **Recommended**

Unix Administrator (Linux+) - **Recommended**

Adjourn

The meeting was adjourned at 4:47 pm.