



CBOT/CBIS Advisory Meeting Notes

Date: May 8, 2024 5:00 pm
Meeting Place: Zoom

Called to order: 5 pm (1-hour meeting) **Chair(s):** Jody Derry
Carmen Montanez **Note Takers:** Jody Derry
Carmen Montanez

Council Members Present: Carmen Montanez, Jody Derry, Erika Quintana (Note: due to low enrollment a survey will be sent to those members not in attendance to receive additional feedback from our advisory committee)

Council Members Absent: Karen Draper, Jose Huitron, Pam Johnson, Linda Lindner, Michelle New, Cindy Quaid, Rick Rantz, Corrin Terrones, Susan Appel

Agenda Items

- **AHC updates**
- **Discuss Skills needed in the workplace**
- **Changes and Trends in the workforce or high school**

Discussion:

- Jody Derry and Carmen Montanez - Discussed the new A.S. degree Applied Professional Studies and the four-year degree in Applied Professional Studies that we are waiting to get approved.
- Carmen Montanez – Class offerings, certificates, degrees, and the website were all discussed. A demo using screen share was completed to show the new certificate, Information Security for Business, along with information on the courses included.
- Jody Derry – The successful collaboration between Delta High School and Allan Hancock College by offering a support class at Delta for CBOT 100 was discussed.
- Jody Derry & Carmen Montanez- Success Teams were discussed and the results of the Six Student Success Factors were mentioned.
- Jody Derry – The new certificate in CBOT called Presentations and Marketing was discussed and received favorable support. It will have 4 courses which would include Presentations using PowerPoint, marketing materials using Publisher, Marketing, and Internet Marketing.
- Committee Input and Discussion – Soft skills and diverse technical skills needed was discussed and confirmed the skills below:
 - ✓ self-motivation
 - ✓ communication
 - ✓ collaboration
 - ✓ have skillset to stand out
 - ✓ adaptability - problem solving
- Committee Feedback and Input from Erika Quintana at Pioneer Valley High School
 - ✓ At Pioneer Valley High School students are placed on pathways through the selection of electives in particular areas. Erika is teaching animation and web design, and students mostly use coding software, HTML, JavaScript. There isn't a current pathway for computer science and so Erika 's classes are the only way that students are exposed to coding and animation in 3D. The students finish the course using Adobe Dreamweaver.
 - ✓ Erika agrees with past survey results that list as important skills creativity, communication, and collaboration which students practice in Erika's class they

