**College of Micronesia – FSM**

**Advisory Council Minutes of the Meeting**

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| **Name of Advisory Council** | **Electronic/Telecommunication Advisory Council** | |
| **Date:** February 24, 2016 | **Time:** 11:30 am | **Location:** Conference Room |

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| **Present:** |
| |  |  | | --- | --- | | **Title/Representative** | **Name** | | Campus Director | Grilly Jack | | Chair, T&T Division | Gardner Edgar | | Telecomm/Electronics Professor (Chair) | Nelchor Permitez | | Telecomm/Electronics Instructor | Danilo Ibarrola | | FSMTC HR Manager | Ludick Edward | | Owner of Nihco | Wilbur Walter | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |

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| **Additional Attendees:** |  |

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| A**genda/Major Topics of Discussion:** |
| 1. Welcome remarks – CTE Director Grilly Jack 2. Advisory Council Orientation, Role of Stakeholders/Partners, Terms of Reference – Division Chair Gardner Edgar. 3. Telecommunication and Electronics Programs’ Overview – Instructor Danny Ibarrola 4. Telecommunication and Electronics Programs’ Challenges – Instructor Nelchor Permitez 5. Program Directions  * Computer and Networking (CISCO) – Div. Chair Gardner Edgar * Telecommunication – Instructor Nelchor Permitez * Electronics – Instructor Danny Ibarrola  1. Inputs for Improvements – Industry partners 2. Closing Remarks – CTE Director Grilly Jack |

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| **Discussion of Agenda/Information Sharing:** |
| 1. Nelchor Permitez chaired the meeting. Introduced himself to the attendee and everybody followed the same. 2. Campus Director made the opening remarks. He welcomed and thanked everyone for coming. 3. Chair of the Technology and Trade Dept. Gardner Edgar explain the purpose of the Advisory Council.  * Provide recommendations to ensure quality and delivery of training programs are producing graduates equipped to function as entry-level tradesman, technician and specialist in their respective areas of study; * Provides recommendation in establishing a workable system in placing graduates into the workplace; and * Provides recommendations on creating other technical training program to address the needs of the community and the local workforce.  1. Danny gave an overview of the Electronics and Telecommunication program. Used Power-point presentation to present the PLO’s of Electronics Engineering Technology and AAS in Electronics and Telecommunication as well as the different Courses being offered to the students. 2. Chair followed with the challenges encountered in the Electronics and Telecommunication program.   *Telecommunication Programs’ Challenges*   * Need more hands-on hours to practice the skills competencies. * Alignment of the courses for third party certification preparation. * Fiber Optics Installer (FOI) by ETA * Telecommunication Technician (TCM) by ETA * Rapid technological changes * Digital Communication Gadgets (cell phones, tablets and telephones) * RF communication (UHF and HF)     *Electronics Programs’ Challenges*   * Need more hands-on hours to practice the skills competencies. * Alignment of the courses for third party certification preparation. * Associate Electronics Technician (CETa) by ETA * Student Electronics Technician (SET) by ETA * Rapid technological changes * *Video Equipment servicing and repair* (LCD, LED, Smart TV, 7.1 home theater, Blu-ray, etc.) * *Business Machine servicing and repair* (Risograph, High-end photocopier, service manual, multifunction machine, scanners)  1. Gardner explained the directions/plans of the new endorsement (Computer Repair and Networking).  * Program curriculum will be based on Cisco Networking Academy courses. Specifically IT Essentials I. The IT Essentials curriculum helps students prepare for the CompTIA ***A+ certification exams.*** * Another is the CCNA Exploration curriculum, designed for Cisco Networking Academy students who are seeking entry-level information and communication technology (ICT) skills. Compose of four courses: Network Fundamentals, Routing and Protocols Courses, LAN Switching and Wireless and Accessing WAN. After completing these courses, students will be prepared to take the ***Cisco CCNA certification exam.***  1. Ludick Edwards asked Gardner if the Computer and Networking program is new. What are the prerequisites and if this new program will be in conflict with the program at the National Campus. Gardner said the Cisco IT Essentials course has been part of the electronic degree program for years since 2007. The new addition would be the Cisco networking courses. He also said that the proposed new endorsement in computer and networking will not be in conflict with the Computer Information System (CIS) program at the National Campus. CIS is more focused on computer applications and programming while the emphasis on the new proposed endorsement will be focused on hardware repair and configurations on personal computer systems, network devices including routers and switches using the Cisco curriculum. 2. Ludick Edward added that networking now is not limited only to FSMTC or other communication company. Homes and other company is using networks now to connect their computers. 3. Danny explained the direction of the AAS Electronics and Certificate program for Electronics. Certificate is geared toward installer while AAS is to become service and repair technicians in the future.  * Electronics Engineering Technology students will be provided with basic troubleshooting skills, knowledge in Audio installation in home and car sound system and security camera installation. * Certification – Student Electronic Technician (SET) from the Electronic Technician Association (ETA) * AAS Electronics Technology students will be equipped with advance troubleshooting techniques to service and repair different electronics appliances. * Certification – Certified Electronic Technician (CET) Associate from the ETA  1. Chair explained the direction of the Telecommunication program which focus on two points:  * Basic and Advance Troubleshooting Skills for telecommunication systems. (RF Radio equipment, telecomm equipment and transmission mediums. * Certification – FOI fiber optics Installers & Telecommunication Technician (TCM) by ETA.  1. Wilbur Walter explained that his company is supplying Cannon and HP business machines throughout the island. He said that their problem is when the machine breaks down they would call for the expert and it would cost them a lot of money. He said that if COM-FSM can provide students that can repair their machine it would be a great help to them. He also added that they are also concerned with household appliances and outboard motors. 2. Ludickson Edward praised the COM for creating the Advisory Council and he said that he is 99.9 percent in support of the endeavor. 3. Chair finished the presentation by giving the time table of the Advisory Council.  * February 24 – Organizational Meeting. * March 16 – Presentation of the first draft of modified courses. * April 6 - Presentation of the second draft of modified courses including the recommendations from the council advisers. * April 23 - Presentation of the final draft of modified courses for approval of the council.  1. And Grilly adjourned the meeting by thanking Ludick Edward and Wilbur Walter.   Meeting adjourned at 01:05 p.m. |
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| **Comments/Upcoming Meeting Date & Time/Etc.:** |
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| **Handouts/Documents Referenced:** |
| * Powerpoint presentation on the Electronics and Telecommunications PLOs and Courses being offered. Challenges and directions of the program. * Handout on Cisco IT Essentials and CCNA courses |

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| **College Web Site Link:** |
| * <http://wiki.comfsm.fm/Academic_Programs/AAS_Electronic_Technology/Advisory_Council> |

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| **Prepared by:** | Danilo S. Ibarrola | **Date Distributed:** | 02/24/2016 |

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| **Approval of Minutes Process & Responses:** |
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| **Submitted by:** |  | **Date Submitted:** |  |

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| **Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:** | | | | |
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| **Action by President:** | | | | |
| **Item #** | **Approved** | **Disapproved** | **Approved with conditions** | **Comments** |
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