
Curriculum Committee

Sub-Committee of the Academic Senate
Fall 2019 Semester

Meeting Minutes Thursday, September 26, 2019 in AC 229, 2:15 pm, KTD Campus

Present: Maula Allen, Sheldon Carroll, Paul Cheney, Maria Coulson, Gina Cullen, Luna Finlayson, Rachel Klein, Alisa Klinger, Jeannie Langinger, Rebecca Lipson, Bob McCoy, Sara McKinnon, Kevin Muller, Steve Newton, Heather Rahman, Cari Torres, Grace Yuan

Guest: Holley Shafer, Patrick Ekoue-totou

Absent: Lisa Morse, Becky Reetz, Kathleen Smyth, Derek Wilson, Nancy Willet

Call to Order at 2:13 pm in AC 229

Approval and adoption of the Agenda

- Motion to approve: Sara McKinnon
- Second the motion: Rachel Klein
- Vote: all in favor

Approve minutes from September 12th 2019

- Motion to Approve: Rachel Klein
- Second to motion: Steve Newton
- Vote: 14 - approve, 2 – abstain (Heather and Kevin were not at the previous meeting)

Chair Announcements

Roundtable introductions

- Introduce new member
 - Heather Rahman – Workforce Program Specialist, CSEA Classified Staff.

Update

Update on Technical Review

Gina talked to Academic Senate. The Senate will proceed with a vote next time they meet on bringing in extra faculty members to the CC.

Data Analytics Presentation: Maula Allen

Maula gave a presentation with PPT slides on the proposed Data Analytics Certificate Program. She gave an overview of the demand from the job market, the shortage in supplying workers with qualifying skills; the situation of close-to-non-existence of similar public programs in the Bay Area; comparison to Data Analytics Boot Camps; the sequencing of the four courses in the program, and the recommendations of creating such a program by the Data Analytics and Data Visualization Advisory Committee.

Question and Answer Session (questions and answers are edited for fluency"

Q: Bob - Is there any prerequisite for the Data Analytics Certificate program? Any required statistical skills?

A: Maula - Prefer students who have had statistics exposure in high school or college-level; Nowadays, technology is used to generate statistics, students will utilize technology for computations.

Patrick- Prerequisites were not discussed in detail yet by the Advisory Committee. Some community colleges offer Data Analytics courses that are very similar to their existing Excel or SAS courses, but the Data Analytics Certificate program the Advisory Committee recommended to create will focus on the skills that the current industry needs.

Q: Sara – What is the Software requirement? Will that incur cost to the students and/or the college?

A: Maula and Holley- SAS offers student account for free; students get Microsoft software access through COM; students could learn R or Python through open source.

Q: Alisa - What are the units of each course?

A: Maula -

Foundations of Data Analytics - 3 units

Data Management - 4 units

Data Analytics Visualization - 3 units

Advanced Data Analytics and Visualization - 3 or 4 units

All courses are 8 weeks long, which means around 6.5 lecture hours a week for a 3-unit 8-week course.

Follow-up comment on the question - Students who are already taking courses at COM and/or pursuing a degree program do not seem to be able to participate in this program because of the required hours, while working adults cannot come to campus for those hours either.

A: Maula - The program is at the Proposal phase, the creators have not thought about the exact days to offer the program. Maybe the program will be offered online, maybe on Fridays and Saturdays.

Q: Gina - We need to know the potential market before we offer a new program. Who are your potential students? Are they already here? There are other new CTE programs being offered but have not taken off because of low enrollment.

Follow - up on the question, Rachel - Do you know the enrollment and the completion rate of similar programs offered by other community colleges?

A: Maula – Offering online could be the potential solution to enrollment. Cerro Coso and Foothill (community colleges) offer similar programs, but completion rate is low. She does not know the exact reasons.

Q: Luna - Who are the potential targeted students? Per the discussion, it doesn't seem to be current population on campus.

A: Patrick- It is for those who are already working in the industry and need to refresh their skills or apply for a promotion; students who are seeking to "retool" themselves.

Maula - Data analytical skills are not only needed in the Tech industry, but also needed in other industries. Every type of business generates data and needs data interpretation and analysis.

Q: Cari - What is the salary information? What about the critical thinking piece of the proposed the program? Will students learn the transferable skills in the program, given that they are not required to take any GE courses or math prerequisite?

A: Maula – She will give more specifics on the salary and position requirements. General speaking, the entry-level Data Analytics specialist position is \$60000 to \$70000, in the bay area could be \$100,000 and more. The capstone component of the program addresses the critical thinking skills.

Q: Sara - What will be the marketing strategy for the proposed program? How does it relate to other programs and courses that students are already taking?

A: Maula - After the proposal gets the approval, creators will collaborate with faculty from other disciplines to create the relations, maybe emphasis of a certain area in conjunction to the data analytical skills.

Q: Sara - What will be the articulation potential for the courses?

A: Maula - UC Berkeley has a course called "Data 8", which could be a potential articulation designation.

Gina – The articulation potential should be something important to look into. If the course articulates to the UC Berkeley course, it is a strength.

Q: Heather - Have the Data Analytics and Visualization Advisory Committee thought about the program as a part of the talent pipeline?

A: Maula – The industry partners did talk about offering internships to participants, but this topic was not discussed in detail.

Gina recommended Maula to pursue this topic with the Advisory Committee.

Q: Gina - Looking at the 18000 job postings shown on the diagram, some are indicating management-level, what will be the degree requirement for those positions? Will students with the data analytical skills but without any Associates or Bachelor's degrees qualify for those positions? Will students be competitive in the job market after completing the Certificate Program?

A: Maula - The skill set is definitely important for those positions, but degree could also be required.

She will look again into the specifics of those job posting requirements.

Patrick - He did not sense that the industry partners will hire the students for sure after completing the program. Employment is something that no one can guarantee. But the industry partners did express they are in favor of hiring people with the data analytical skills.

Q: Maria - With the understanding that the proposed program will have an advisory requisite of high-school statistics, who are the students? What are those students' educational and career targets? In the scenario where a high-schooler completes the 12-unit Certificate, what is his/her next goal? In a sense, is it a stand-alone program or an add-on to an existing program?

A: Patrick – This is a stand-alone program. The program expects to appeal to students who are already working and seeking retooling.

Follow-up, Gina - It sounds more like a CTE program, it would be good to look at the vision of CTE. Where does this program fit in, CTE or other division? Where are the units to support the program? Can the program be sustainable?

A: Maula - Possible re-allocating units from BIS or CIS programs.

Gina also cautioned the Curriculum Committee that there are newly approved CTE programs that have been canceled semester after semester. The rationale to approve the CTE programs make sense, but the reality is that the programs do not have enough enrollment to be sustainable.

Other Items

Gina sent Community Education proposals to members via email. Chairs please look at them and let Gina know if you have any comments.

Gina had moved SLO fast-trackers/MEDA courses out of the workflow to the Library. The SLO fast-trackers is coming to an end.

Gina proposed to offer a Technical Review session during a Wednesday College Hour.

Meeting adjourned at 3:30 pm.