

November 2008 Monthly Report

Name: Judith K. Berry, Dean

Division: Business, Media, and Information Technologies (BMIT)

Date: November 24, 2008

BMIT Division Office:

Area highlights (Selected Dean's Participation in Community Outreach and Professional Association Meetings)

- Met with Jim Hogan, Information Officer, from the Michigan Department of Information Technology (MDIT), Mary Speiser, and Dave Haggadone to continue discussion of MDIT training needs (Nov. 10)
- Attended the IT Apprenticeship Orientation (Nov. 12)
- Met with Bo Garcia and Mary Speiser to discuss the State training (Nov. 13)
- Presented at the IAAP (International Association of Administrative Professionals) Lansing Tuebor Chapter meeting (Nov. 18)
- Attended an EISD curriculum meeting with Ralph Hansen, Laura Percival, and Dave Haggadone to discuss expanding the High School IT offerings (Nov. 19)

Accessibility Goal: *LCC will be accessible to students and other stakeholders.*

Business Department

Strategy 1: Meetings with Business Department program teams and support staff throughout the semester

Status: Program area meetings were held to complete the Program Viability Review Template, specifically program market niche possibilities and community impact of the programs

Immediate Concerns: N/A

Media, Art, and Information Technologies (MAIT) Department

Strategy 1: Perform a program-level feasibility study focusing on alternative instructional delivery including accelerated degree options and accelerated course offerings.

Status: Jeff Hamlin has begun but not yet completed the study. The study will be furthered over the remainder of Fall semester.

Immediate Concerns: N/A

Student Success Goal: *LCC will enhance the ability of its students to succeed in meeting their learning goals.*

Office of Instruction

Strategy 1: To provide training to prospective and incumbent IT workers and connect them with local employers through apprenticeship opportunities

Status:

Fall 08 Apprenticeship Orientation was held on November 12. Approximately 90 people attended, including 60 students who left contact information. (Please see Appendix 1 for agenda)

- Business that participated are:
 - Michigan Department of Information Technology
 - TechSmith
 - Velocity
 - AJBoggs
 - Spartan Internet
 - Peckham
- Center for Employment Services is partnering with BMIT to hold Student Resume Preparation Sessions on November 13, 17, 19, and 25 to assist students with resume development and related coaching needs

Immediate Concerns: N/A

Strategy 2: Create a formal procedure for determining program viability for college use.

Status: Program Viability template is completed and approved by Deans' Council, and Dr. Knight. BMIT program information complete

Immediate Concerns: N/A

Strategy 3: Implement a BMIT Incumbent Worker Training Initiative

Status: Negotiations with MDIT continue

Immediate Concerns: N/A

Strategy 4: Develop and implement new and revised courses and curricula

Status: The following courses were approved by BMIT Instruction Board, Dean Berry, and college Division Instructional Leaders:

- CITN 240
- CITN 245
- TRVL 270

Immediate Concerns: N/A

Strategy 5: Increase the number of students completing their programs by helping the students determine if they are on track for their degree and/or certificate

Status: 2008 "Declare Your BMIT Major Day" will be held on Wednesday, Dec 3, 2008

Panel discussion participants include:

- Kristina Leonard, *Auto Owners*
- Elaine Greenway, *AFLAC*
- Heidi Brumbach, *Event Depot*
- Catherine Villaire, *AJBoggs*

Networking companies:

- Lansing Regional Chamber of Commerce
- TechSmith
- Auto Owners
- Habitat for Humanity
- AFLAC
- Hovey's Accounting and Tax Service, Inc.
- Event Depot
- Meeting Matters
- Capital Area Michigan Works!
- GreenStone Farm Credit Service
- Spartan Internet
- Small Business & Technical Development Center
- Radisson
- State of Michigan, accounting

Immediate Concerns: N/A

Media, Art, and Information Technologies (MAIT) Department

Strategy 1: Articulations with other institutions

Status:

- SCAD (Savannah College of Art and Design) has agreed to an articulation of the Animation AAS. Formalization to follow (Art, Design and Multimedia Program)
- Ferris State in Grand Rapids has accepted an articulation offer. Details must now be worked out with BMIT leadership regarding form this takes (Art, Design and Multimedia Program)
- Articulation with Ferris State University (*TV and Digital Media Production Program*)
 - Jeff Hamlin has been in a discussion with Fred Wyman, Dept. Chair of TV and Digital Media Production. An articulation meeting has been scheduled for November 17, 2008 at Ferris State University.
- Articulations with Regional High School Programs (Photo)
 - Jeff Hamlin has discussed the issue with Photo Program Lead Faculty.

Immediate Concerns: N/A

Strategy 2: Implement Cisco Academy Training, equipment purchase and local academy relationship (CIT Program)

Status: Course proposals for the last two Cisco Academy Exploration courses were submitted this fall. Additional training will be necessary for these two courses.

Immediate Concerns: N/A

Strategy 3: Improve and update DMAC curriculum, including positive multi-cultural learning opportunities for students

Status:

- Will present material to all interested parties by January 15, 2009; incorporate information and techniques into DMAC 131 by January 15, 2009
- During professional development training, Jeff Hamlin discussed educational partnerships with the *United Nations Multimedia, Radio, Photo and Television Program* and the *Smithsonian American Indian Museum*
- Will continue the dialogue over the remainder of Fall 08 semester. "Findings Report" due to the MAIT Dept. Chair by January 15, 2009.

Immediate Concerns: N/A

Strategy 4: To improve and update Photo curriculum by revising course materials to support Lightroom version 2

Status:

- Offer less expensive, more relevant textbook for Photo courses by use of online resource and scheduled a presentation on MyPhotographyKit for October 2nd
- Release time for Ike Lea to develop new Lightroom handouts
- Lightroom version 2 acquired and available Oct. 15th
- Develop first new Lightroom version 2 handout by early December 2008

Immediate Concerns: N/A

Community Goal: LCC will contribute to the economic vitality and quality of life of the region and state.

Office of Instruction

Strategy 1: To establish additional funding to support IT Apprenticeship Initiative (PRODEV)

Status: Attended the National Science Foundation (NSF) Advanced Technology Education (ATE) Principal Investigators Conference in Washington DC (October 29-31) for the purpose of learning about NSF grant reporting

Immediate Concerns: N/A

Business Department

- AMA student chapter made 13 presentations to college classes in other divisions regarding the Entrepreneurship Initiative at LCC
- MGMT 290 seat count is up 16% for Fall 08 from Fall 07
- Hospitality Club sponsored the Halloween Haunted Gingerbread children's activity (Oct. 26)

- Mixology class was featured in the November 3rd edition of the LCC Lookout (approximately 85 students enroll in this class each semester)

Media, Art, and Information Technologies Department

Strategy 1: Offer photo presentations for professionals, LCC students, and the general community

Status: Presentation by Canon Explorer of Light Photographer Adam Jones given on November 22.

Strategy 2: Present LCC student photography exhibits to the region and host professional activities on campus

Status:

- Exhibit in Gannon Building Display Cases Oct. 27th - Nov. 9th.
- Hosted the Fall 2008 multimedia seminar for Michigan Press Photographers Association on Sunday, Nov. 16th

Immediate Concerns: N/A

Employees Goal: LCC values employees as its greatest resource, and strives to be an employer of choice.

Strategy 1: Offer professional development opportunities for faculty and staff to broaden their knowledge and skills and use of technology in the classroom

Status:

- Bill Motz made a presentation on “International Business” at the League of Innovation in Salt Lake City on Oct. 20, 2008
- Jeff Hamlin attended a two-week professional development workshop in High Definition (HD) cinematography and lighting.
 - Completion of HD coursework:
 - “Certificate of Completion” granted to Jeff Hamlin
- Next in-service in Lightroom/Photoshop/Remote Desktop in-services is scheduled for November 2008

Division Dates to Remember:

November 22, 2008 Canon Explorers of Light Community Presentation, 5:30-9:00 p.m. (Dart Auditorium)

December 3, 2008 ”BMIT Declare Your Major Day,” 3:00–7:00 p.m. (Kennedy Cafe)