

**Computer Information Systems – Business Information Worker
Advisory Committee Meeting Agenda**

Friday 3/24/17 @ 8:30am

- 1) Welcome and Introductions

- 2) CIS plans for Fall 2017
 - a. Business Office Systems courses have been consolidated into Computer Information Systems
 - b. Revised Computer Information Systems Associates of Science Degree
 - c. New Business Information Worker 1 and Business Information Worker 2 Certificates of Achievement
 - d. New Computer Information Systems Microsoft Office Skills Certificate

- 3) Discussion Questions
 - a. What curriculum and/or certificates are missing from the current offerings?
 - b. What skills do our students need upon entering internships and the workforce?
 - c. What can we do to strengthen our relationships with business and industry?
 - d. How can we better serve the small business sector of our community?

- 4) Feedback and Future Directions

- 5) Next Meeting: Fall 2017

- 6) Thank you. A copy of the agenda and minutes can be found shortly at:

<http://cte.marin.edu/advisory-committees>