

## **Definitions of Key Terms Used in CEC 94880.1**

A High Technology Program provides instruction that prepares graduates for highly skilled employment in which the graduate is proficient in the theoretical and practical application of highly specialized skills related to computer systems and analysis; data science and analytics; programming; software engineering and development; computer science; coding; or the analysis, design, business and marketing associated with these highly specialized skill areas. The Program is a non-accredited short term program, with a length of less than 600 clock hours or 20 weeks. It is project-based and competency driven, in which the program's skills are defined and assessed based upon market demand and employer feedback, exclusive of textbooks, and are graded on a pass/fail basis.

High Technology Programs shall be supported by a Program Advisory Committee that includes employers of High Technology Program graduates. A Program Advisory Committee for a High Technology Program is defined as follows:

- Its purpose is to inform the nature of graduate employment and to guide program curriculum to ensure it remains current and responsive to market needs
- The Program Advisory Committee must have a minimum of three employer members, with a minimum of three employer members at each meeting
- The Program Advisory Committee must provide the following in order for an applicant to receive approval or candidacy:
  - Attestation as to market demand of High Technology Program graduates
  - Support for curriculum to be used in High Technology Program, as well the technology to be employed
  - Input on the soft skill characteristics graduates should possess in order to obtain employment in field
- The Committee must meet a minimum of twice per calendar year
- Meeting minutes must be recorded and maintained, including the list of attendees and their backgrounds and qualifications
- Meeting topics must include at a minimum:
  - Curriculum including it being project based and competencies/learnings driven
  - Discussion of market demand
  - Graduate qualities wanted in the marketplace such soft skills and interpersonal
  - Areas for improvement in the school or program, if any
  - Instructor backgrounds needed in order to teach the High Technology Program
  - Tech-interview capabilities needed to obtain employment such as white boarding, hypotheticals, skill demonstrations
  - Student satisfaction with the school and High Technology Program