

Minutes of the PC4A Biweekly Meeting

Held Virtually on January 15, 2025 at 3:00 PM

Members Present: Waleed Farag, Josh Hamilton, Sherri Mack, Greg Paonessa, Donna Reed, Erica Reighard, Christie Sever, Barb Zaborowski

Meeting Information

1. Motion to approve the minutes from the December 18, 2024 meeting was made by Barb Zaborowski and seconded by Greg Paonessa. The motion was approved unanimously.
2. Partners were reminded to send their quarterly reports to the PM by no later than 12:00PM on Friday, January 17, 2025.
3. Partners were thanked for sending their December 2024 invoices on time. The following table was shared, and partners were encouraged to continue spending in accordance with project objectives and timelines.

Partner	% Spent
LO	15% (Nov)
BUCKS	25%
BC3	22%
MCCC	23%
NCC	21%
PHCC	16%
WCCC	31%

4. The LO is offering textbook/lab vouchers for PC4A partner students in the Spring 2025 semester. Partners should send requests via email as soon as possible, and all were reminded that it is preferred that partners spend their own budgets first before requesting support from the LO.
5. One-on-one meetings will be held with all partners in March 2025. Partners are asked to share their availability for these meetings as soon as possible.
6. CTC has received nine internship applications and is currently conducting phone interviews with candidates. Partners who may not have funds available in their budget for a paid internship are asked to reach out to LO as soon as possible so budget adjustments can be made.
7. All partners are reminded to engage with PC4A social media accounts.
8. Western PA partners are asked to send names/contact info for faculty, staff, and students that are willing to participate in a testimonial video by no later than January 31, 2025.
9. A summary of the results of the Capture the Flag Interest Survey was shared with partners, and feedback was requested:
 - a. MCCC proposed a one-day event for students who do not have much experience with hackathon events.
 - b. PHCC and South Hills is working on a beginner event to be run during the BSides conference and will share additional details with partners soon.
 - c. Partners agreed on the following:
 - i. One event for all partner students
 - ii. A large prize will encourage participation
 - iii. Holding the event on a Friday is preferred
 - iv. Teams should be limited to up to five students

10. All partners were reminded to share the POGIL Faculty Development Workshop Survey with their faculty. The survey will close on January 31, 2025 and responses will be used to determine the type of workshop and content delivered.
11. The partner student survey will be distributed to partners soon. Partners will be asked to require completion of the survey in their classes and additional details will be shared with partners as soon as possible.
12. Partners provided the following updates:
 - a. **PHCC:** PHCC is still searching for a full-time faculty member. A Capture the Flag event is being planned to run concurrently with the BSides conference in May 2025. Internships are being advertised to students. Some students have expressed an interest in earning certification and staff are working with the on-campus testing center. Outreach/marketing activities will ramp-up in Spring. A summer HS event is currently being planned. PHCC received 100 laptops pre-loaded with SkillUP PA software which includes free courses for CompTIA exam preparation.
 - b. **MCCC:** 30 students participated in the CompTIA A+ bootcamp and 18 were awarded exam vouchers. Eight students attempted the exam and five passed. 14 students are currently participating in the Python coding camp. MCCC is working on producing in-house testimonial videos with students and industry partners.
 - c. **WCCC:** A candidate has been selected for the on-campus internship and will start next week. Work continues to get the Pearson Vue testing center established. Information was shared with students regarding the upcoming Security+ bootcamp. A MS/HS one-day workshop is being planned for the middle of March.
 - d. **BC3:** An internship position has opened up as the current intern has found full-time employment. The internship will be updated to include study time for A+ certification as there is not enough interest to host a bootcamp. The CompTIA Network+ bootcamp was held over the winter with four participants. All students attempted the exam but only one student passed due to the increased difficulty of the exam. Future bootcamps will be updated. Co-PI Mack gave a presentation on the project at a recent Board of Trustees meeting which was well received. A new faculty member has been hired who will focus on secure programming.
13. The next meeting will be held virtually on January 29, 2025 at 3:00PM.
14. With no further business, the meeting concluded at 4:00PM EST.

Respectfully submitted by Lydia Taylor and Dr. Waleed Farag.