Computer Information Systems
Department Meeting Minutes
Friday, August 23,, 2013

Members:

Barry Andrews	John Blyzka	Anna Degtyareva	Jim Gau	Elaine Emanuel
Bill Roche	Rich Patterson	Vic Zamora	Mary Johnson	Shui-lien

Guests: Robert Stubbe,

	Action Items	
Approval of May 22013 Minutes	Minutes were approved	Anna
Lab Report	Robert is going to write a memo on how to control the internet settings in the classrooms.	Robert
SLO/Course Review Yearly Cycle	Barry distributed a list of 4-year review and SLO due dates for all courses. Faculty were assigned to review the courses.	Barry
Winter/Spring Schedule Changes	Barry notified the department about minor changes to the schedule.	Barry
Credit by Exams	Department voted to only offer credit-by-exams for CISB 11 and CISB 15 effective immediately.	All
Fall Schedule/ Current Enrollment	There are only few classes that are in danger of being cancelled. Vic asked CISB instructors to refer students to classes with low enrollment.	Vic
Jai	Vic and barry visited Jai, who is doing much better and may return to work in the Spring.	Vic/Barry
CISE Deactivation	Department voted to deactivate CISE courses.	Barry/John
Use of CIS funds for CyberSecurity Team	Department voted "yes."	Barry
Invite Jennifer Galbraith	Barry will invite Jennifer to the next department meeting.	Barry
Lecture/Lab	Vic reminded the department that the lecture and lab are different courses and require separate syllabi, grading, and SLO.	Vic
Merge Sections in MoodleRooms	Vic shared his experience on working with merged sections and encouraged everybody to try doing so.	Vic
Announcements / Reports		
FA report	No meetings have been held yet.	Anna
Academic Senate	John will be the department representative in the Spring	Barry

CIS Club	No meetings have been held yet	Jim

Next Meetings - September 19