Computer Information Systems
Department Meeting Minutes
Friday, February 21, 2014

Barry Andrews	Anna Degtyareva	Elaine Emanuel	Bill Roche
Shui-lien Huang	Mary Johnson	Rich Patterson	Jai Mehta
Vic Zamora	Guests: Robert Stubbe		

Approval of December, 2013 Meeting Minutes	Minutes were approved	Anna
Action Items		
Lab and classrooms issues	• There is an additional classroom, 20-7, that can be used by CIS which has 50 computers. All computers are old computers, some are 10 years old, however they are connected to the virtual servers and can be used for any operating system and application. • 17-13 has upgraded monitors and students in this room can use both virtual and physical machines. • Technical problems can be reported on the following website: Businesstech.mtsac.edu	Robert
Spring enrollment issues	Enrollment this Spring is low. Several sections were cancelled. Fall 2014 and Spring 2015 will be modified with less early afternoon sections. Barry asked faculty to promote courses with low numbers: CISP10, CISB15, CISB21 and CISN61	Barry
Fall schedule	Faculty should send email to Vic for Fall schedule modifications	Vic
Department chair summary.	• $200 training funds have to be used • Use: businessrooms.mtsac.edu to reserve a room • Courses needing 4 year review: CISB51, CISS 11. • Department has only one week to spend the budget money. • Emergency preparedness drill will be held on 3/18 between 9:30am and noon.	Barry/Vic
Kaiser	Another CIS student was hired in January. Currently there are 2 more openings. Barry emailed all CIS students about it.	Barry
Courses deactivation	Department approved deactivation of the following courses: CISI11, CISI41, CISP51 and CISB61.	Barry
SLO	Another round of SLO has to be conducted if not done in the last 2 years.	Barry

	Barry distributed the list of all lab courses that need SLO.	
Discontinue of C#	Department decided to keep the course for the FALL and make a decision depending on the FALL enrollment. Advice on this will be asked of our Advisory Board when it meets next	Barry
CyberSecurity Team	Won first place in the national competition.	Barry
Next meeting: March 6		