



Computer Information Systems
Department Meeting Minutes
 Thursday, March 6, 2014

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

Approval of February 21, 2014 Meeting Minutes	Minutes were approved	Anna
Action Items		
Lab report + new software/hardware needs by room/course	All problems should be reported to Robert.	All
Office 2013	The Department decided to switch to Office 2013 this Fall	Barry/Shui-lien
Windows 8	The Department will not switch to Windows 8 for the 2014-2015 school year	Barry
Notice of Assignment in Banner	Overload LHEs are now available – everyone is required to sign them.	Vic
New Administrative Assistant Certificate/Degree	Barry distributed a list of proposed classes for the degree and certificate. The Department approved the list with some minor changes.	Barry
Kaiser update	Eight students have already been hired by KAISER; there are two more available positions.	Barry
Add advisories to CISD 40	The Department decided not to add any prerequisites to this course because it is an introduction to Database design.	Vic
CISB 51 curriculum changes	The Department approved the changes made by Elaine.	Elaine
Summer & Fall Schedules	The Faculty should notify Vic of any desired changes to the Fall schedule.	Vic
Classroom visitation by president	The Faculty can volunteer if they would like the President to visit their classes.	Vic
Conferences - who is attending	Shui-lien and Elaine will attend the Course Technology Conference. Mary will attend OTC.	Vic
Results of winter meeting RE: programming courses lecture/lab projects	Both the lecture and lab portions of the courses must have a programming component.	Mary/Shui-lien/Rich
Next meeting: April		

Announcements / Reports		
FA Report	The Department voted on the proposed Academic Calendar and accepted option A.	Shui-lien
Senate	<p>A new Task Force will be formed to deal with enrollment issues.</p> <p>The President approved hiring 5 more positions.</p> <p>The President wants to add an additional 30-40 international students each year and there has been discussion about possibly building dorms.</p>	Barry