



Computer Information Systems Department Meeting Agenda Thursday, October 2, 2014

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

| Approval of September 4, 2014 Meeting Minutes | | Anna |
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| Action Items | Description | |
| Shui-lien Huang | Vic gave an update on Shui-lien's condition | Vic |
| Jim's new equipment | Barry distributed the list of equipment that was approved for Jim's classes and Jim explained its uses. | Barry |
| NCL | MtSAC is participating in the pre seasonal game. There are 15 students on the team. Faculty should send students who want to join the team to Jim. | Jim |
| Adjunct evaluation classroom visits | Faculty was assigned to evaluate part timers. | Barry |
| Finalize Industry Advisory Committee meeting agenda | Bill distributed the agenda | Bill |
| All course modifications + 4-year reviews + changes to Programming degree sent to Bill | Department approved changes to CISS29 and CISB16. | Bill |
| Adult education seats for CISB 15 | There will be one CISB15 in the Winter and two in the Spring with adult education seats. | Barry/Elaine |
| Should CISB 10 be on credit by exam list | Department voted "No" | Barry |
| Department Chair meeting summary | CIS ranked last in the list of departments that need new hires. If faculty is not available for their office hours they must get approval from the division dean to reschedule the missed hours. Office hours need to be rescheduled during the same week they were missed. | Barry |
| CIS Meeting 3-5 p.m. but on 2nd Thursday? | Department meetings will be held on Thursdays from 12:30-2:30 the rest of the fall semester and on Thursdays from 1:00-3:00 in the spring. | Vic |
| Winter/Spring Schedule | Per the division office Barry added CISP31 in Winter and two additional CISB 11s and two additional CISB 15s in the Spring | Barry |

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| Office 360 - available online | Faculty should announce during classes that students can use Office 360. | Mary/Elaine |
| CIS Budget: | \$3763 - Instructional Supplies; \$800 - Software; \$1625 - Supplies | Vic |
| State CTE grant - hardware and training and curriculum development stipend. Business Division participants - CIS & HRM. Need industry and high school connections | Faculty should email Vic with any suggestions or requests | Vic |
| Online Educational Initiative | The Governor awarded money for developing online courses. MtSAC is participating in the program | Mary |
| Next meetings: Nov. 6 & Dec. 11 | | Vic |
| Announcements / Reports | | |
| VTEA | Money is available for the conferences. | Anna |
| Monthly Reports | | |
| FA Report | Negotiations will be open in the spring. Everybody who is interested in training for negotiations should contact FA. | john |
| CIS Club | Jim asked everybody to send students to participate in the competition | Jim |
| Senate | The international student's initiative is on hold. | Barry |