Computer Science Department Meeting

Thursday, January 28, 2016

Agenda

- 1. Hiring Committee
- 2. Python Offering for Fall

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- 3. Fall Schedule
- 4. Software Needs
- 5. Textbooks
- 6. CTEA Application
- 7. CS Tutoring

# EL CAMINO COLLEGE MATHEMATICAL SCIENCES

# COMPUTER SCIENCE DEPARTMENT MEETING

January 28, 2016

Present: Edwin Ambrosio, Carl Broderick, Greg Fry, Massoud Ghyam, Anna Hockman, Solomon Russell, Jacquelyn Sims, Satish Singhal, Ralph Taylor

### CURRICULUM

All of the CS courses, except for CS 1, are CTE courses.

Course reviews for CS 3 and 12 are going to be voted on at DCC on 2/2/16.

CS 1 and 14 were completed last semester.

Course reviews for CS 2, 16, 30, and 40 needs to be submitted and approved by DCC before one of two deadlines: 2/11/16 or 4/1/16.

Instructors updating course reviews should check that the textbook is up to date and review formatting.

Assignment:

- CS 2 Satish Singhal
- CS 16 and 30 Ralph Taylor
- CS 40 Edwin Ambrosio
- CS 45 Android Programming another faculty will be added as a co-editor since G. Scott he is now retired.

Recommended to complete new courses in the spring because there is more time to get them in the catalog for the following fall.

#### HIRING COMMITTEE

A hiring committee and meeting dates must be established for the CS full-time hire.

Satish Singhal, Ralph Taylor, Greg Fry, Massoud Ghyam and Solomon Russell are interested in participating on the hiring committee.

Once interview questions are determined, HR will provide the hiring committee with access to applications.

The final interview is scheduled for 4/27/16, however, not all need to participate in the final interview.

# FALL SCHEDULE

M. Ghyam will be teaching the Python course. Dean J. Sims will work with him on determining the class time offering.

S. Singhal recommended adding a second Saturday class for CS 1 (one lab and one lecture) to the fall schedule.

Recommendation to keep all other section offerings as is.

CS 12 should be offered once per year.

# SOFTWARE NEEDS

The current lab laptops are extremely slow.

Recommendation to add Visual Studio to the workroom computers.

The department is currently completing Unit Plans, which are due 2/4/16. Email hardware and software needs to Dean J. Sims before this deadline.

#### **TEXTBOOKS**

There are many CS 1 e-books that provide a cheaper alternative. There can also be an upgrade option and students can choose if they want the e-book or a physical book.

The CS Committee will discuss this further via email.

# **CTEA APPLICATION**

For the 2015-2016 CTEA Grant, the department will request funding for another computer lab. A 519 has already been submitted for this, however the process is moving slowly.

The CTEA application is due by 2/19/16, but overall it is due by 3/4/16.

We will limit our CTEA Grant attention to the conversion of a classroom to a computer lab similar to MBA 113.

We can also add a request for Macs for each of the faculty workrooms.

The laptops for the 3 full-time CS faculty have arrived.

# CS TUTORING

Details regarding CS tutoring hours will be emailed to the committee.

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				Enrollment has not started
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		1st day		
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		deadline	Difference	
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CSCI-1-0108	95%	95%	0%	CSCI-1-0108
CSCI-1-0109	90%	105%		CSCI-1-0109
CSCI-1-0111	36%	68%	32%	CSCI-1-0111
CSCI-1-0114	95%	91%	-5%	CSCI-1-0114
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CANCELLED SE	CTIONS
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### El Camino Community College District Perkins IV Request for Proposals - Program Year 2016-2017

#### CTEA ALLOCATION PROCESS

- Submit to your dean your CTEA proposals and all accompanying documentation by Friday, February 19<sup>th</sup>. Your dean must approve your proposal and submit it with the required accompanying documents by Friday, March 4<sup>th</sup> at 4:00 p.m. No handwritten proposals will be accepted. Deans will e-mail completed proposals to Dr. Virginia Rapp in the Business Division at <u>vrapp@elcamino.edu</u>.
- 2. The CTEA advisory committee will review proposals on ot about Wednesday, March 23rd.
- 3. Consultation with Vice-Presidents will be on or about April 6<sup>th</sup> with final recommendations submitted to Cabinet for approval prior to final approval by the ECC Board of Trustees. Approved proposals will be contingent upon continued CTEA funding.
- 4. Be sure the applications are complete and self-explanatory as the final decisions will be made based upon the information contained therein. If you have any questions, please contact Dr. Virginia Rapp at ext. 3770.

#### **GUIDELINES**

- 1. Proposals will be assigned up to 18 points using the Decision-Making Matrix (See Additional References Section of this form). The average score of each proposal will be calculated.
- 2. Proposals must meet CTEA requirements. Funds are to be used to improve or expand, not maintain programs. Funds are to be used to develop, implement and improve CTE programs rather than isolated courses or general education programs. To get an idea of what can and cannot be funded with CTEA funds, watch the following video <u>http://screent.com/zu4H</u>.

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- 3. Funded proposals begin on July 1, 2016 and must be completed by June 30, 2017. Recipients will be required to complete an audit worksheet on how they meet the required uses of funds, submit quarterly reports and a final summary of activities and outcomes. A program may submit more than one application. Proposals must include a detailed budget indicating the exact amount (including taxes and shipping fees) requested. For equipment and supplies include specifications such as vendor, make/model.
- 4. All questions on the application must be answered. Be specific and clear in your responses. The committee will be judging your proposal solely on what they read. 100% of funds for equipment must be spent/encumbered by December 9, 2016. Projects must spend 50% of the allocated funds by March 15, 2017. Funds that have not been spent/encumbered by the deadline will be reallocated. If you have questions or need assistance with the application, please contact Dr. Virginia Rapp, x3770. Also, you can consult the CTEA Grant website on MyECC to help you complete your proposal. The website can be accessed under the "Academic Affairs" tab on MyECC.

### El Camino Community College District Perkins IV Request for Proposals - Program Year 2016-2017

**Cover** Page

Your Name		
Title	Phone	
Division	 <u></u>	
Program		
Project Title		
Team Members		
Brief Summary of Project (include how your project addresses the core indicators)		
Total Funds Requested	\$ 	
Dean/Administrator's Name and extension		Date:

Steps for completing CTEA 2016-2017 Application

- 1. Completed Request for Funding (Sections I X)
- 2. Attach Industry Advisory Committee Meeting Minutes if you did not paste them in Section V
- 3. Attach the Summary Performance Detail Report of Core Indicators for your program (Found at <u>https://misweb.cccco.edu/perkins/Core\_Indicator\_Reports/Summ\_coreIndi\_TOPCode.aspx</u>) if you did not paste it in Section I
  - 4. Attach approved 519 Form from the Facilities and Planning Department if the proposal includes construction such as changes to plumbing, electricity, etc.
    - Proposals submitted without Industry Advisory Committee Meeting Minutes and Summary Performance Detail Reports of Core Indicators will not be considered complete and will, therefore, not be considered for funding.

Deans must e-mail all El Camino and Compton Educational Center proposals by 4:00 p.m. on Friday, March 4<sup>th</sup> to Dr. Virginia Rapp at vrapp@elcamino.edu

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<u>El Camino College</u> Dr. Virginia Rapp Dean, Business Division MBA Room 140 310.660.3770 <u>vrapp@elcamino.edu</u> 310.660.3593 x6032 Espie Corrado

Computer LAB Spring 2016
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