CSCI Department Meeting
Thursday, October 3, 2013

1. **Program Review**
    1. The CS Program Review was submitted to Academic Affairs
        i. October 10 is the date assigned to meet with the APRC committee
        ii. Request for a change of date due to Math dept mtg on 10/10/13
        iii. This committee will give feedback on the version that was submitted on 9-16-13
        iv. If we have more updates before then, we can send that to them as well
        v. Should we send to math division for feedback?

    2. December 13, 2013 is the deadline to submit the FINAL Draft.
        i. This may include the recommendations received from APRC and other updates if necessary

2. **More added CSCI courses for Spring, 2014**
    1.

Section	Course	Time	Day(s)	Room	Instructor
0128	Computer Science 1	9:00-10:25 a.m. (lab)	Sat	MBA 113	Staff
		10:35am-12 noon (lec)	Sat	MBA 118	
		12:30-1:55 p.m. (lec)	Sat	MBA 118	
		2:05-3:30 p.m. (lab)	Sat	MBA 113	
0115	Computer Science 3	2:55-4:20 p.m. (lab)	MW	MBA 320	J. Hyman
		4:30-5:55 p.m. (lec)	MW	MBA 219	

3. **CSCI Instructor Hire**
    1. Need data to support request

4. **Perkins/CTEA? Funding**
    1. Can apply for grant funding in March
        i. Lab Assistants
        ii. Tutors

Minutes

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5. **Program Review**
   - Due to a conflict with a Math department meeting, the original date to meet with Academic Affairs on October 10, has been rescheduled to Tuesday, November 5, 2013, 1 – 2 pm, ADM 127
   - Will send Program Review to Judy Kasabian to get some procedural feedback. Judy serves on the campus committee to review Program Reviews
   - After Nov. 5, meeting with Academic Affairs, there will probably be no more meetings for this by Academic Affairs.
   - The Final Draft is on December 13, 2013
     o Many agree that the final draft should be completed before this deadline.
   - Include in the Program Review the possibility of offering more hybrid and online courses
     o This may decrease the demand on lab space.
   - Include in Program Review that CS will be requesting CTEA (See #4 below) grant funding.
   - Include in Program Review request for more Mesa workshops for CS

6. **Added CSCI courses for Spring, 2014**
   - The Vice President of Academic Affairs wanted the school to increase offerings for spring, but mainly for weekend and evening times where there are more classrooms and labs available.
     o Also, added classes to try and reach projected FTES
     o These added sections will be in the catalog
   - A section of CS 1 (lecture and 2 labs) was added to be taught on Saturdays and CS3 to be offered late afternoon early evening.
   - Joe Hyman will teach the CS 3 course
   - We will need to do a part time search for coverage of the CS1 class.
     o Massoud will post announcement at USC
     o Difficult to find PT instructors in CS. Most have FT jobs industry
     o Residency Issues
   - As we add more CS courses, need to consider also adding the next courses in the sequences
   - Consider having more hybrid and online CS courses.
     o This may decrease the demand on lab space.
     o Look into this process now with Curriculum.
   - Academic Affairs also wants to increase summer offerings by about 10%. So may be increasing the amount of CS offering for summer (we offered two CS 1 in summer 2013)

7. **CSCI Instructor Hire**

   - During the faculty identification process, will request a 100% CS hire.
     o The request must be supported by past three Fall numbers.
   - There is currently only one fulltime CS faculty. All others are math and part time CS faculty.
   - Will include data from Program Review about CS being in the top career fields and why we need to increase this program.

8. **CTEA Grant Funding**
   - CS does qualify for this funding.
   - Applications are generally due in March.
   - Begin to think about what we should seek funding for.
   - Grant can pay for support services
     - Lab aides, tutors…
     - Maybe, cannot pay for equipment, since we have just moved into a new building so all equipment is assumed to be updated. Also, grant can't pay for equipment that the school already supplies.

9. **Other**
   1. Greg Fry presented updated SLOs and PLOs