



Computer Information Systems

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CIS Program Advisory Board Meeting Minutes

Date: 8:30 a.m. - 10:30 a.m., Tuesday, July 29, 2014

Location: Room 218 Student Technology Center – Augusta campus

Agenda Item	Discussion	Outcome	
Continental Breakfast, Welcome, and Introductions	<p>IT Professionals: Jay Collier, Kelly Rickert, Deedee Reardon, Melody Weeks, Barbara Bachman, Brian Huntley Unable to attend: Natasha Moiseenko</p> <p>CIS Faculty: Henry Felch, Larry Whitsel, Diana Kokoska, Greg Jolda, Mark Goodridge</p> <p>Special Guest: Provost Joseph Szakas</p>		
Brief CIS Program Report	<p>Coordinator Kokoska gave a brief report on the CIS program. 2013/2014 is the 4-Year Internal Program Review to assess the status of the program and prepare for the 2014/2015 External Program review for NEASC accreditation.</p>	<input type="checkbox"/>	Coordinator Kokoska will be in touch with Board members for assistance in conducting the External review
Program/Curriculum Developments	<p>Board members were given copies of the CIS check sheets effective fall 14.</p> <p>*****</p> <p>Each faculty member talked briefly about his/her concentration area:</p> <p>*****</p> <p>The members discussed the option of replacing a core course, CIS303 Management Information Systems, with CIS221 UNIX/Linux. The rationale for this change was that CIS303 is a business analysis course taught by business faculty that covers many of the topics in the CIS330 offering, Systems Analysis.</p> <p>Rationale: A class in UNIX/Linux would provide students with command line and shell scripting experience that is used in many Web applications, security applications, and server interfaces.</p>	<input type="checkbox"/>	<p>The CIS Program had a brief faculty meeting following the Board meeting. We will start the process of making these curriculum changes.</p> <p>0</p> <p>Dr. Felch will prepare the curriculum change forms to request this curriculum change effective fall 15.</p>

	<p style="text-align: center;">*****</p> <p>The members discussed the option of adding a new course in server administration to the CIS core. CIS220 Hardware & Software would be removed from the core, but not dropped from the list of CIS courses. It could be taught on an “as needed” basis during the summer session.</p> <p>Rationale: Server administration would provide students with experience in installing, configuring, and administering servers, which is an essential IT skill.</p> <p>It appears that most of the community colleges offer a course which covers system administration so students would not lose transfer credits.</p> <p style="text-align: center;">*****</p> <p>Dr. Felch provided an overview of the virtualization project and explained how this process would provide students with hands-on skills in all concentration areas.</p> <p style="text-align: center;">*****</p> <p>Additional discussion focused on the importance of “soft” skills and how these competencies can be integrated into the curriculum and assessed.</p> <p>Thank you, Jay, for the links to competency models.</p>		<p>Professors Goodridge and Felch will develop a new course proposal for review and approval.</p> <p>Upon approval, Dr. Felch will prepare the curriculum change form to request this change effective fall 15.</p>
Data Science Concentration	<p>Professor Whitsel discussed the option of a Data Science concentration in the CIS curriculum and what courses might be included.</p> <p>The consensus was that the current Database concentration (that currently has 4 electives) could be modified to include</p> <ul style="list-style-type: none"> • Intro to Data Science • PL/SQL • Machine Learning • Data Mining • Data Analysis (possibly core) <p>We may need to remove Database Security from the concentration and distribute the security aspects among the other courses.</p> <p>A possible name for the concentration may be “Data Science.”</p>		<p>Dr. Whitsel, with assistance from Professor Jolda, will continue to design the curriculum for the concentration in Data Science</p> <p>Dr. Felch will prepare the curriculum change forms for approval effective fall 15.</p>

	The Board agreed that a CIS graduate with these data science skills would be an attractive candidate for industry.		
Internships and Networking Opportunities	<p>Coordinator Kokoska discussed the importance of networking opportunities for CIS students. Direct interaction with potential employers or internship mentors BEFORE the internship experience is critical to making informed career choices.</p> <p>Students had expressed an interest in a workshop in Interviewing Techniques prior to participation in a mock job interview or pre-internship interview.</p>	<input type="checkbox"/>	<p>Brian Huntley and Melody Weeks volunteered to conduct an “Interview Techniques” workshop or seminar – either live or virtual.</p> <p>Perhaps Brian could do a live workshop in Augusta and Melody could do a live workshop in Bangor!</p> <p>Will be in touch!!</p>
Other Discussion	Additional discussion centered on the importance of problem-solving skills and how faculty might help prepare students to analyze a corporate challenge and implement an effective, cost-efficient solution.		
Adjournment	The meeting was adjourned at 10:30 a.m.		
Comments:	<p>In the Web design and development concentration, we would love to have your input on a current course, CIS243 XML Programming. When the course was proposed about eight years ago and added as a core CIS class, the rationale was that students needed to learn XML to share information across applications and would be used in Java applications.</p> <p>What I am hearing from students is that they learn to use XML, XSDs, Schemas, and XSLT stylesheets during the class, but they do not have an opportunity to apply it in other classes.</p> <p>Do any of you use XML in your business? We have recently removed this class from the core and have made it a requirement of only the Web concentration.</p> <p>Our thought is that it might be more practical to replace this with a Web course that would cover social media marketing, search engine optimization (the new virtual Web servers should allow us to communicate with external Web sites to use modules like Google Analytics), and Web content writing.</p> <p>We would love to have your thoughts on this – or any other addition to the Web concentration.</p>		