

# COMPUTER SCIENCE AND APPLICATION

## AGENDA

**Division Chair**  
Anna Chiang

The THIRD Wednesday of the month

**Division Vice Chair(s)**  
Marcus Butler

Location-> CE101      Sept 19, 2012 CAOT 12-12:30 CSIT 12:30-2 pm

**Faculty & Staff**

Ashok Patil  
Anna Chiang  
Bill Williams  
Barbara Slaughter  
Clyde Titus  
Diane Matsuno  
Francisco Monzon  
Ken Buckner  
Ken Taira  
Kabwe Chanda  
Larry Wang  
Laurent Phung  
MaryJo Apigo  
Marcus Butler  
Manish Patel  
Michael Stamper  
Pat Morris  
Ruby Kowaney  
Steve Gonsosoki  
Todd Matosic  
Yuen Yuen

1. Committee/Faculty/Staff report

Technology Committee (Marcus Butler & Manish Patel)

Achieving the Dream (Ashok Patil)

AFT (Ken Taira)

Academic Senate Update (Marcus Butler & Anna Chiang)

Curriculum Committee (Anna Chiang)

Computer Lab Report (Laurent Phung)

2. Division Matters:

a) SLO development and updating (Anna Chiang)

SLO must be align with course objectives, higher level of thinking and must be measurable, for example:

Example of SLO statement:

Apply graphing capabilities of the spreadsheet software to visually enhance the presentation of results obtained from analytical tasks.

Example of Assessment Methods:

Students will develop a budget spreadsheet and chart expense and revenue.

Example of Criteria Level:

At least 70% of students will score at least 75% on the grading rubric.

b) Report on Student Success-Rebecca Tillberg

Dean of Research & Planning reported the degree and certificates awarded for year 2009 (15)/2010 (27)/2011 (53)/2012 (44) and the successful completion rate for each course taught in spring 2011 and 2012. Anna explained the number of awardees has decreased by 9 is because of the cancellation of CAOT 79 due to budget consraints.

c) Increase degree & certificate awardees – Faculty discussed several ways to improve the number of awardees like the instructors can encourage students to fill the form during the class session; Anna can go

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to every classroom to collect the petition and verify if students have met the requirement. Anna also can submit the batch certificate of petition to Admission office and follow up the status.

d) Increase successful course completion rate-CS has provided tutoring service for Computer Science and CISCO networking since 2011. Faculty engagement is the major key. The division has required the instructors who teach online course to provide “on campus orientation” before semester starts. Ashok Patil has proposed intervention strategies in ATD meeting including enforcing the prerequisite, roadmap, course sequence, assigning mentor for each student...etc. Most of which have been implemented in our division since years ago.

e) Information on division web site- The division has posted the form of “transfer transcript evaluation form” and the road map for every degree/certificate. Instructors need to help student navigate the college and the division web site.

f) Comprehensive program review-

- Discuss the improvement in program/course practice the division has implemented since last program review
- Discuss the significant professional development activities engaged in by each faculty.
- Discuss the awards, honors scholarships or other accomplishment of student in the program.
- About the analysis of employer satisfaction with program graduates- the division needs to start working on this.

-Unit Goal, Planned Action, Resource Request- the division unit goals include virtualization lab, Apple mobile lab, Microsoft and Oracle database lab, programming and web design & development labs.

The meeting was adjourned at 2: 30 pm.

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