School of Business and Technology – Information Technology breakout

Meeting on November 13, 2015

***In Attendance:*** Andrew Blitz, Vincent Butler, James Stewart and Mark Morgan

**Items discussed:**

***Proposals:***

* Prof. Blitz proposed that the following courses: **CGS 2108**, **CGS 1000** and **CGS 1100** only be offered in the future as meeting once a week instead of the current twice a week format. This change would allow both students and professors time to adequately complete the assignments and be prepared for the next class session.

Dr. James Steward motioned to pass the proposal and Prof. Butler seconded the motion and the **proposal was unanimously passed**.

* Prof. Blitz proposed for the following courses: **CGS 2108**, **CGS 1000** and **CGS 1100** to remove those students that did not take the exam from the reporting of the results. The SAM report shows these students as a N/A and including them skews the assessment results. Prof. Blitz proposes taking them out of the assessment data thus a more accurate assessment and then adding a notation “Number of Students not taking the exam” and providing that number.

Dr. James Steward motioned to pass the proposal and Prof. Butler seconded the motion and the **proposal was unanimously passed**.

* Prof. Blitz proposed that all Information Technology courses (up to 50% of the sections) be offered as blended courses. To give both students and professors more flexibility.

Dr. James Steward motioned to pass the proposal and Prof. Butler seconded the motion and the **proposal was unanimously passed**.

* Prof. Blitz proposed that in the future, only full time Information Technology faculty be designated at proctors and able to give the various certification exams. This action will protect the integrity of the testing center.

Dr. James Steward motioned to pass the proposal and Prof. Butler seconded the motion and the **proposal was unanimously passed**.

***Proposals cont.***

* Prof. Blitz proposed that for CGS 2108’s learning outcome 1.0, to use SAM based single proficiency based assessment (word, excel, etc.) taken one time only per module for reporting the assessment outcomes.

Dr. James Steward motioned to pass the proposal and Prof. Butler seconded the motion and the **proposal was unanimously passed**.

Prof. Blitz went into great detail on this issue, bringing up the learning outcomes and specifically pointing out the very first one 1.0 which reads: *Demonstrate how to use current productivity software applications including word processing, spreadsheets, database, presentation software, email and internship browser applications.* That they could make use of SAM’s proficiency assessments and use those results in for the learning outcomes.

***Curriculum committee***. Prof. Blitz reviewed how to change a course, outcomes, description, etc. so that all of the group members are aware of the process for submitting changes to the curriculum committee. Prof. Blitz also reminded members of the dates and the fact that any changes for the next academic year need to be submitted to Dr. Meyer in the next few weeks to get the process started.

***Update of 4 year IT degree***. Prof. Blitz gave the group an update about the new 4 year degree and the hope is for it to be in place for September 2016 or January 2017. Prof. Blitz pointed out a shortfall in the degree submitted by the Provost to use as a guide, the degree curriculum suggested by the Provost is very programming heavy in the junior/senior years and has very little networking or security related coursework.

Professor Blitz will be working with Dean Meyer and he would rather see a B.S. degree offered rather than a BAS degree in the thought that courses taken under a B.S. framework might transfer more easily that under the BAS framework. Prof. Blitz also mentioned that he would like to see concentrations in the degree so that students could decide which area they would like to specialize in such as networking, security, database, etc.

Prof. Blitz said he will keep the group informed and provide an update at the next meeting.

***Next meeting.*** Meeting will be in January 8th and Prof. Blitz mentioned that Pearson Company contacted him and they would like to meet with the group and make a presentation about their products. He will see if they are available for the January meeting.

Meeting was adjourned at 3 pm.