# COMPUTER SCIENCE MINUTES

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| |  |  |  | | --- | --- | --- | | Attendees: | Dr. George Kodsey – Chair  Dr. Kenneth Belcher  Professor Rushell Hopkins  Michelle Pelletier  Dr. Roger Webster |  |  FSW Computer Science Department Meeting | 3/14/2025 Time 2pm to 3 p.m. |

**Item 1**| **Approval of the previous minutes**.

A Dr. Ken Belcher motion seconded by Dr. Webster was approve unanimously.

**Item 2** | **Welcome and Opening Remarks**

Dr. George Kodsey started by wishing everyone a great spring break!

**Item 3**| **New Faculty Hiring Updates**

Chairperson Dr. George Kodsey led the discussion on the current status of our hiring a new faculty member.

**Item 4**| **Course Assessment**

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| The team discussed the need for course assessment methods and updates for various courses. Michele requested feedback on assignments that evaluate student objectives and updates to the course assessment reports. She also sought to review and update the mission statements for each program. Rushell was tasked with providing information on the Network Security certificate. Ken shared his experience with submitting a course development shell request, which was initially rejected but later approved. The team agreed to work on these tasks before the upcoming break. |
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| **Apprenticeship Program and Pocket Prep** |
| Michele announced the approval of a sock apprenticeship program with Cyber Florida, which will be offered through FSW. Only a few students will be accepted into the program, and they will work with the IT department for hands-on experience. Michele also mentioned that INFOSEC has been dropped and replaced with Pocket Prep to help students prepare for certification exams. Alex shared his positive experience with Pocket Prep, highlighting its convenience and effectiveness in preparing students for exams. Michele confirmed that everyone will be given access to Pocket Prep, which will remain with students even after they graduate. |
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| **Transition to Pocket Prep for Assessments** |
| The meeting focused on the transition from INFOSEC to Pocket Prep for student assessments. Alex demonstrated how students can use Pocket Prep, emphasizing its simplicity and the ability to track student progress. Michele clarified that the transition will be smoother as many students are already familiar with Pocket Prep. The meeting also touched on the end of INFOSEC's contract, with students being transitioned out by the end of the semester. George provided updates on the new machine learning program and the ongoing administrative processes. |
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| **Evaluating Zybooks for SEC Plus Class** |
| Rushell discussed the potential of using zybooks for their SEC plus class, which would replace test out. The decision was made to evaluate zybooks over spring break. Ken expressed concerns about the functionality of the bookstore portal, while Alex confirmed that zybooks allows copying and pasting from books. Rushell also mentioned the need for a workaround for instructor resources in zybooks. George requested an email from Alex to update the book list, which was shared with the staff. |
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| **Item 4**| **Independent Study and Seniority Course Selection** |
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| Dr. George Kodsey discussed the issue of seniority in course selection and suggested that the team should work together to solve any problems rather than relying on administration to enforce decisions. He mentioned that he and Roger had previously agreed on teaching certain courses and that they should continue to cooperate. Rushell clarified that seniority is based on the current position and date of hire. Ken and Alex shared their experiences with seniority and date of hire. The team agreed to work together to solve any future problems that may arise. |  |
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| **Next steps** |
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| • Michelle to send an email to Dr. Kodsey regarding course assessment methods for specific courses. |  | |
| • All faculty to review and provide feedback on course assessment reports for CTS 1314, CTS 4408, and CGS 2811. |  | |
| • All faculty to review and update mission statements for their respective programs. |  | |
| • Rushell to provide a summary for the Network Security certificate. |  | |
| • All faculty to review and update Gen Ed competencies for their assigned courses. |  | |
| • Ken to follow up on the ISM 3113 course development process. |  | |
| • Michele to set up access to Pocket Prep for all faculty members. |  | |
| • Rushell to evaluate Zybooks for SEC+ class over spring break. |  | |
| • Alex to email George to request access to the shared book list. |  | |
| • Rushell to contact Jen Baker about adding the independent study to her portal. |  | |
| • Ken to consult with Mary about the incomplete grade policy and timeframe. |  | |
| • Rushell to send George an email about the independent study classes for discussion with Mary. |  | |
| • Dr. George Kodsey to send the AI-generated meeting minutes to Dr. Webster |  | |

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