



Attendees: Steve Smith, Gary Heisler, Jean Welsh, Karl Dietrich, Virginia Werner, Dennis Pippet, Jonathan Pulling, Dan Rafail, Cameron Dean, Marvin Harris, Rebecca Lawson, Christine Xiong

CIT Curriculum Meeting Agenda
January 16, 2009

- I. 12 - 12:30 IBM Academic Initiative - Tom White
 - IBM Academic Initiative
 - It's not for profit. It's a mission is to bring faculty and students into the new fold. The software has easy access to hardware, software, courses, textbooks and recourses. It is a worldwide program and supports many IBM brands and technologies. Open source, site: www.ibm.com/univeristy
 - How to get started and join the academic initiative go to www.ibm.com/university/systemz (mainframe access is free, gives student ids, which are also free of charge)
 - Types of courses available: : foundational principles (introduction to mainframes), operating systems (Linux, etc.), user interfaces (basic interfaces), storage management, programming languages (Cobol), Tivoli security, systems, network and storage management course, application development, diagnosis, information, data and transaction management, and e-learning resources
 - There are faculty education offerings ("educator coupons") which covers the cost of courses that may typically cost an IBM employee \$3,000.
 - For more information on the IBM Academic Initiative, Rebecca Lawson has the PowerPoint slide show that contains all the websites and information for the IBM Academic Initiative.
- II. 12:30 – 12:45 News and Updates
 - Teaching/Learning/Service Portfolio
 - It's time to decide whether this is the year you will participate. Contact the CTE to enroll in their workshops.
 - League of Innovation CIT 2009 Call for Proposals
 - We would like someone to present at the League next year because it's being hosted in Detroit. We want LCC to be listed as one of the

schools attending because we are doing good things! We have the Networking Academy, CISCO.

- Rebecca has a template available for anyone who is interested in presenting. Overall this conference is an easy place to present, all the presenters are from a community college.
- Budget process begins now
 - Be ready to provide input as requested over the next several months

III. 12:45 – 1:05 Easing the Start of New Semester

- We would like things to be more graceful in upcoming semesters. We'll have to work on finding strategies to help ease the chaos in the beginning of new semester.
- Hand outs will be given out for input, and we will get it to come level where both the office staff and faculty are comfortable.
- Course Coordinator and Faculty Developers
 - Textbook inventory
 - We need to know how many books for a particular course should be stocked in the book room. There is a sheet that will be put in the main office. This sheet has all the CIT courses listed in the system and the current or latest textbook being used. Course coordinators, please make sure the textbooks are correct, if not make corrections.
 - Repository of course materials
 - How do new faculties go from being hired to becoming an instructor. We may need an area where we can place course syllabi so new faculty members will have access to this information before teaching a particular course.
 - Courses you feel "comfortable" teaching
 - There is a sheet with questions given to all who attended the meeting. This sheet is due by January 23rd.
 - Mentoring new faculty or those new to the course

IV. 1:05 – 1:30 Problem Solving

- Renovation Requests form is due January 31st
 - This has to do with the budgeting process. A form has been sent around. It must be turned in before the 31st.
- Convergence - are we on schedule with course development?
 - Karl is in charge of course development. There are four courses, however, only convergence, wireless networking, and voice over IP are in process. Voice over IP is to be offered this coming term but we are waiting for the instructor, Nicole Johnson. She is a CISCO sales representative and developed solutions for CISCO. She was hired specifically to CISCO.
- Network Academy – how to resolve the budget issue?
 - It's a good time to start thinking about how we plan to replace equipment on regular bases for both hardware and software.
 - What type of inventory should be keep?
- Scheduling – Fall 2009 due January 28th

- We need to determine a scheduler, the Fall 2009 schedule is due January 28th.
- Because the Banner system has a new process for scheduling, it is unfamiliar to Virginia, however, she has graciously offered to mentor a new scheduler.
- We also need to find alternatives if there is no volunteer to take over scheduling
- PRESS – quick review of Instructional Action Plan
 - The basis for this document, we have 8 goals and they are lumped into two categories. If minor changes such typos, please let Rebecca know.