Members Present: Tim Deis, Bernie Harris, Fahmida Masoom, Mark Meyers, Brian Peckham, Jennifer Snoek-Brown, Amanda Trewin (Chair), Sheryl Wills.

Regrets: Carol Sue Butts, Christina Curras

Guests: Mohan Gill, Joe Clifton

1. Chair Amanda Trewin called the meeting to order at 4:05 p.m.

2. Brian Peckham moved, Sheryl Wills second to approve minutes of October 24, 2007 meeting with change in spelling of Mark Meyers last name. Motion passed.

3. Mohan Gill presented a summary of the Computer Science Program Self-Study, including the program’s mission, strengths, weaknesses, assessment procedure, needs, and future plans. There have been many changes since the last review in 1999, including a complete change to the assessment plan that occurred in conjunction with ABET accreditation visits.

4. Amanda Trewin noted that Column E in the table in Item 6 in the Appendix is blank. This appears to be an oversight. There was also a recommendation to add another table for goals.

5. Carol Sue initiated a discussion of the lack of women and minorities in the program, a topic which was addressed in the self-study. Computer Science should develop a program similar to the Women in Engineering Program in EMS; Mohan indicated that they try to work with Tammy. Sheryl Wills asked how the program compares to norms in this area. Is there really a problem if the program compares to the norms? Norm is 3 percent (which would be 5 women).

6. Jennifer Snoek-Brown explained the difference between Inter-Library Loan (ILL) and Universal Borrowing (UB). UB should be used first for books-only requests.

7. Performance Data Sheet – use the Performance Data Sheet in the Appendix rather than the loose sheet provided at the meeting.
8. The budget numbers were discussed as there was a large increase in the supplies budget from $14,570 to $25,570 over four years. It was clarified that this is the budget for the combined program of computer science and software engineering.

9. Employment of our students was discussed. There are more jobs than students and employers keep asking the program to graduate more students. There are signing bonuses for internships. There was a question whether the program was competing with Madison: we probably are not competing with Madison, but the companies that hire our students keep coming back to hire them because of the hands-on skills the students acquire in the program.

10. Brian Peckham moved to congratulate Computer Science on the job they are doing. Computer Science should continue in their present form and APC supports any initiatives to attract and retain minority and female students and faculty. Second by Jennifer Snoek-Brown. Motion passed.

11. Minor changes were made to the forms after reviewing the changes made at the October 24, 2007 meeting.

12. The official two-year update of the MS in Project Management program was given to Amanda Trewin by Sheryl Wills.

13. Meeting adjourned at 5:00 p.m.