Community College *of* Philadelphia

MEETING MINUTES
Institution-Wide Committee
Monday, December 18, 2017

2:30 p.m.

Isadore A. Shrager
Boardroom

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I. **Call to Order**
The meeting was called to order at 2:35 PM by Sam Hirsch.

II. **Attendance**

Delegates

Federation: Sue Ellen Liebman, Bridget McFadden
Administration: Carol de Fries, Samuel Hirsch
Students: Bridget Davis

Alternates
Federation: Rainah Chambliss
(voting), Jalyn Warren (voting)
Administration: Mary Anne Celenza (voting)

Guests Present:
Pam Carter, JoeWana Freeman

III. **Review and Approval of Minutes of November 27, 2017**

The minutes of November 27, 2017 were approved by unanimous vote with one
correction. Jalyn Warren requested that the minutes reflect that her submitted written
comments focused on ENGL 101 and ENGL 102.

Moved: Carol de Fries
Seconded: Mary Anne Celenza

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IV. Old Business

There was no Old Business to be discussed.

V. New Business

Two program addenda, Computer Science and Computer Information Systems: Information Technology were forwarded by the Curriculum Committee.

JoeWana Freeman provided an overview of the changes in the Computer Science Program as stated in the Program Addendum. The changes were as follows:

1) The program faculty reviewed the Computer Science Program in insure that all courses would be transferable to Drexel University and Temple University which are the schools where the major of Computer Science majors will transfer.
2) The program faculty insured that all Computer languages were represented in the revised curriculum.
3) All directed electives were listed instead of a generalized statement.
4) General Education requirements were specified so that students would find them most relevant to their program of study.
5) CIS 150: Network technology was removed as an option to CIS 205: Database Management Systems, since the two primary transfer schools prefer that student have a database course and do not accept CIS 150. CIS 150 may still be taken as a directed elective.
6) The titles of CSCI 111 and CSCI 112 have been updated to reflect the course changes that were made in Fall 2017.

A question was raised about the General Education requirements, in particular it was asked if HUM 101 was required, why not HUM 102. JoeWana Freeman explained that the program faculty were discussing adding additional Social Science Electives in a future program addendum and would take this recommendation into

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consideration. The program faculty are reviewing these options in light of what the transfer institutions require.

A question was asked if there were proficiency certificates associated with the Computer Science curriculum. JoeWana Freeman explained that since this was a transfer program and a student with an associate's degree in Computer Science would need to continue his/her education in order to find employment in the field, there was not a lot of room for proficiency certificates to link to this curriculum.

JoeWana Freeman provided an overview of the changes in the Computer Information Systems: Information Technology as stated in the Program Addendum. The changes were as follows:

1) OA 102: Keyboarding and OA 110: Professional Keyboarding were removed from the curriculum and were replaced by CIS/CSCI concentration courses to provide stronger programmatic alignment with related proficiency certificates.
2) The prerequisites for CIS 205 were updated.
3) Courses were grouped together to that students could take related topics rather than a mix of varied courses that may not serve them as well when they transfer.

The programs were recommended to be forwarded with comments included.

Moved: Carol de Fries

Seconded: Rainah Chambliss

Bridget McFadden requested that the process for approval of Program modifications be placed on the next IWC agenda for discussion stating that there was some lack of clarity about what goes through the Standing Committees.

Since the next scheduled meeting on Monday, January 22, 2018 would not provide adequate time for items to be reviewed by the standing committees and sent to IWC, it was suggested that the next IWC meeting be rescheduled for Monday, January 29, 2018. The Committee agreed to the change in meeting date.

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VI.   Adjournment
The meeting was adjourned at 2:55 PM. The next meeting is January 29, 2018 at 2:30 PM.