

Minutes for the CNAP Committee Meeting

November 1, 2017 at 12:30 PM in 123 HSS

Attended By: Drs. Waleed Farag, Dighton (Mac) Fiddner, Crystal Machado, Ben Rafoth, Krista Sarraf, Alex Ashcom, Jacob Pimental, and Braxton Dameron

1. Minutes of the last meeting held on Oct. 11, 2017 were unanimously approved.
2. Discussed situation with GA in the Spring compared to an hourly position. Possible contacts given to find a GA in Media Production.
3. Next Cybersecurity meeting announced, will be held on November 15.
4. New forms of communication suggested, possibly Twitter and other Social Media to publicize for the upcoming Dec. 2 workshop.
5. Dr. Farag indicated that the cybersecurity website is ready for new content, and looking for information to post.
6. December Workshop was discussed. Two 1 ½ hour sessions before lunch and one 2-hour session after lunch proposed.
7. Dr. Farag suggested recruiting a speaker that can connect to the workshop's theme: soft skills. It was decided that a speaker targeting middle to high-school students is preferred. Potential speakers suggested by Drs. Rafoth and Farag were proposed and discussed.
8. It was suggested that publicity in the form of IUP Daily postings, Central Calendar updates, and News Posts would be helpful for upcoming events.
9. Dr. Machado presents data from student survey. Findings so far indicate students require more Computer Science related courses and opportunities in high-school.
10. Ways to improve utilization of the offered tutoring service were discussed including the possible incentives for students that attend these session.
11. Dr. Rafoth will send Dr. Farag a suggested writing assignment template to be edited based on course content then assigned to CS students. The assignment will require students to use the tutoring service or offer them extra credits for using it.
12. It was suggested that the data presented by Dr. Machado be presented on tutoring flyers.

13. Further discussion of data leads to Question 5 of the survey. It was suggested that grammar tools in combination with tutoring leads to success.
14. Dr. Fidnner will fund the lunch during the Dec. 2 workshop and will submit the event registration with IUP HR.
15. Alex and Krista will work on designing an attractive flyer for MS/HS students to publicize the Dec. 2 workshop.
16. WF will contact IUP accountant to find a way to reimburse BR for the cost of WebEx and Jotform subscriptions.
17. Meeting was adjourned at 2:30 PM

Submitted by: Braxton Dameron and Waleed Farag