

Minutes for the CNAP Committee Meeting
November 15, 2017 at 11:00 AM in 123 HSS

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

1. Online meeting with our guest speaker, Dr. Hartle, for the December 2 workshop.
The goals for the workshop were set, and accepted by the guest speaker.
2. Minutes of the last meeting held on Nov. 1, 2017 were unanimously approved.
3. Dr. Farag requested that every workshop presents a catchy title for publicity.
4. Dr. Rafoth introduced the option of bringing entire classes to the Writing Center then the idea was discussed. This could be available for professors with notice.
5. Progress on this project will need to be presented for the Grant. The next time this will happen is in February.
6. Methods of logging Workshop guests into IUP Computers was brought up. Some form of Guest Account to log in guests ahead of time is preferred.
7. Changes to the Cybersecurity flyer were discussed and later implemented. This updated flyer may need to be reapproved by Indiana Area School District.
8. Our terminology for the workshop is changing. “Soft skills” will be replaced with “written and communication skills.”

9. A workshop scenario was presented for the communication skills session: the guests would act as though they were a security council during a time of crisis

10. Meeting was adjourned at 12:40 PM.

Submitted by: Braxton Dameron and Waleed Farag