

Minutes for the CNAP Committee Meeting
December 13, 2017 at 11:00 AM in 123 HSS

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

1. The Minutes of last meeting were unanimously approved at 11:00 AM.
2. CM shared with all attendees the preliminary analysis of the qualitative survey data (collected via interviewing cybersecurity professional).
3. WF will send CM codes for Questions 8 & 9 of the quantitative survey.
4. CM will modify IRB to enable us to administer the surveys at institutions other than IUP.
5. Meeting dates for the Spring semester were agreed up as follow (Jan 24, Feb 7, Feb 21, March 7, March 28, April 11, April 25, & May 9). All meetings will be held in HSS 123.
6. BR reported that tutoring service utilization is improving and we will be working on having the culture change continue in the spring via asking other CompSci professors to integrate communication skills enhancement more in the curriculum.
7. WF will identify classes to administer the surveys again in late Spring.
8. BR and Krista will work on securing IRB for pre-post tutoring tests.

9. DF, BR and WF will meet with WCCC's Deans and faculty on January 18 at 3:00 PM to make them aware of the services we offer and to invite them to use our services and collaborate with us in this project.
10. WF will modify the writing memo to fit courses such as COSC 356 and COSC 454.
11. BR and Krista will visit Cybersecurity classes in the spring to publicize the tutoring service and make Cybersecurity students aware of all what we offer.
12. Meeting was adjourned at 12:30 PM

Submitted by: Waleed Farag