

# **CNAP: IUP Expansion of CAE-C Education Project**

## **Meeting's Agenda on January 24, 2018**

### ***Action:***

1. Approval of last meeting's minutes held on Dec. 13, 2017, see attachment #1.

### ***Announcements:***

1. Krista presented an informative talk at the past College Technology Day on Jan. 17, 2018.
2. Please continue to store all information and/or work on the grant shared folder on X:\ drive.
3. All four winter contracts for Co-PIs were submitted last week to payroll for payment processing.
4. Seth Altimus has just informed me that he will not be able to continue working as tutor because of commitment with Internship. Hunter Sargent will replace Seth and will also work with Braxton in related tasks.

### ***Discussions:***

1. Content and Organization of the Web Portal at [www.iup.edu/caecexpansion](http://www.iup.edu/caecexpansion).
2. Outcomes of the Co-PI's meeting with WCCC Deans and faculty on January 18, 2018, see attachment #2 for details and action plan.
3. Administering the surveys at other schools: WCCC, Penn Highland (Kevin Slonka), etc.
4. Deciding on the date of the next workshop (Feb 10 or Feb 17) and start advertising and the registration process. Waiting to get confirmation from Isaac Porche and Paul Grieggs.
5. We will hold a similar workshop at WCCC on March 24. Waiting to get confirmation from Frank Hartle.
6. Tutoring in Stright Hall. Modifying the poster (attachment #3) to reflect the new hours.
7. Payment for tutors from the Writing Center, updates.
8. Summer camp and possible collaboration with UBMS.
9. Videos of the Dec 2<sup>nd</sup> workshop to be stored on "X:\Group Sharing\CNAP\1-Important-CNAP-Grant-Execution-Docs\Dec-2-Workshp-MM-Sarah\". Update.

***Project Components Status Reports:***

1. Research Component: Dr. Machado
2. Tutoring/Writing Center: Dr. Rafoth
3. Cybersecurity local consortium: Dr. Fiddner
4. Web Portal, Summer Camp, and Weekend Workshops: Dr. Farag.

***New Business:***

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