

Minutes for the CNAP Committee Meeting

October 11, 2017 at 12:30 PM in 123 HSS

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

1. WF announced the status of Zhenqi Hu's GA and Lydia Taylor.
2. Discussed the tutors Dr. Rafoth had selected to cover for Jacob until his employment requirements were met.
3. WF announced that tutoring sessions are ongoing and presented the modified flyer made by Krista.
4. WF announced that the web portal was launched at www.iup.edu/compsci/events/cae-c-expansion.
5. WF announced the upcoming IUP Cybersecurity Day, which was held on Oct 26 at Stouffer Auditorium.
6. Dr. Rafoth suggested that we start the online tutoring with 6 hours per week.
7. Dr. Farag will investigate ways to buy some supplies (3 recorders at \$50 each) in addition to print cartridges.
8. Dr. Machado indicated that IRB for the research protocol was submitted and we are waiting for its approval.
9. To enhance tutoring service utilization, a suggestion was made to have tutors visit classes and announce the service to all students. Dr. Rafoth will communicate to tutors the announcement they should make during these visits.
10. Preparation for Dec 2 workshop was discussed. Initial program is three 2-hour sessions. First is cybersecurity presentation/workshop, second is a writing workshop, and third is a decision making simulation session.
11. Meeting was adjourned at 2:00 PM.

Submitted by: Jacob Pimental and Waleed Farag