

**Division Chair**  
Anna Chiang

**Division Vice Chair**  
Marcus Butler

**Faculty & Staff**

Kami Al  
Ashok Patil  
Anna Chiang  
Bill Williams  
Barbara Slaughter  
Clyde Titus  
Diane Matsuno  
Francisco Monzon  
Ken Buckner  
Ken Taira  
Kabwe Chanda  
Larry Wang  
Laurent Phung  
MaryJo Apigo  
Marcus Butler  
Manish Patel  
Michael Stamper  
Pat Morris  
Ruby Kowaney  
Steve Gonsosoki  
Todd Matosic  
Yuen Yuen

The THIRD Wednesday of the month

Location-> CE101

October 16, 2013 from 12-2 pm

12-12:30 pm CAOT      12:30-1:30 pm CSIT      1:30 pm CS901

Committee/Faculty Report

**Lab and Facility-Office 2013 in Fall 2014, Legal Secretary program ?**

Student Success Committee-Ashok Patil

Technology Committee-Marcus and Manish

Academic Senate/Curriculum Committee/Divisional Council -Anna Chiang

AFT-Ken Taira

Curriculum Pedagogy/Program Review Discussion/Reflection/SLO/SLOAssessment

1.Develop calendar for four-year cycle with Phase I , II & III-new tool starting Fall13

2.SLO assessment report to Academic Senate on Nov 12 at 1 pm in Winlock

Division Matters

1. Program Review/FPIP – input/voice due Oct 19  
Data report for students who took Web and Database courses-reach out
2. VTEA Survey-extra credit assignment
3. Division student survey-at the bottom of left menu-division website to improve the class, courses, program and facility
4. Division announcement –www.wlac.edu/csit  
Certificate Petition, CSUDH transfer, H1B job placement
5. Winter schedule –priority list/seniority list- 2 sections of CS901 late morning and early afternoon and one section of CS902-late morning
6. Spring 2014 classes -promoting your class  
e.g. promoting CS952 and CS930 among students in CS901  
promoting CS958 (PHP) among students in CS957,CS962

**Next Meeting:**

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# COMPUTER SCIENCE AND APPLICATION

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- 7. Book requisition due Oct 31<sup>st</sup>, e-mail Anna for login password
- 8. CS901 SAM and Discovering Computers and Microsoft Office 2013 on Nov1st Friday at 12:30 pm in CE105A, lunch will be provided

CS901 improvement by Ruby Kowaney, Ken Taira and Diane Matsuno:

1. Make course material relevant and student-friendly during the first three weeks of semester without using the publisher's text or software. It should cover the file management, Windows basics, Technology career, Internet security...etc. The first-three-week material will be developed by CS901 faculty during the Winter session and posted on CS\_ETUDES course shell that instructors can copy to their course shell.
2. Request free-three-week software access with the publisher while students waiting for the financial aid.
3. Enhance tutoring service and instructor's office hour.

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