

Fall 2005 CIS Board Of Advisors Meeting Minutes

November 5, 2005

Members in attendance:

Tim Fossum, CIS Department Chair
Jim Cottrell, CIS Advisory Board Chair
Gary Wager, CIS Advisory Board Secretary
Ronda Curtis, New member - Class of '87
James Jones
Haden Land
Jeff McGrath
Jeff Crump
Alethea Pratt
Marshall Pharoah
Andy Harradine
Rob Gray
Adam Myatt
Lynne Fisher Kemp

Students in attendance:

Tim Mann
Thomas Hiller
Several other students attended throughout the meeting

Faculty in attendance:

Susan Haller
Charlie Marshall
John Dalphin

Administration and staff in attendance:

Robert King
Karen Ham
Maggie Madden
Paul Loucks
Nancy Griffin
Toby White
Danielle Brining

Prospective Students for Fall of '06 in attendance:

Jonathan Klein
Christopher Barnum

James Cottrell opened the meeting by introducing Robert King

Robert King, Interim President Opening Remarks

A search is underway for a new college president. 70 to 80 applications have been received; some from sitting presidents at other campuses. The college will bring a group of prospective finalists in

for interviews in December. A recommendation to the chancellor is expected by the end of December or early January. Hopefully, the new president will take office in February or March.

Typically, there has been a 1% increase annually of high school graduates over past years but that growth is expected to subside. The North Country is losing population. Current Potsdam enrollment is at about 4400. Potsdam is focusing on growing enrollment to 5000 students. 53% of Potsdam students graduate. The goal is to retain existing students. The College currently has four recruiters. Four more will be hired. One person will be dedicated full-time to recruiting from community colleges. Community colleges are the fastest growing SUNY colleges. Over one-half of community college students go on to further education.

Potsdam faculty went to SUNY Albany in October to meet faculty there to discuss development of a program to feed students into Nanotechnology graduate programs at Albany.

Margaret Madden, Provost

State budget has improved.

She is working with business administration program to design evening and online courses for adult students.

Summer enrollments have been declining at Potsdam. Other campuses with online courses were not showing a decrease in summer enrollment. Potsdam had 27 courses online last year and saw an increase in summer enrollment.

Potsdam has developed strong relationships with Jefferson and Canton Community Colleges, but Canton is adding four year programs so will not likely feed as many students to Potsdam.

New recruiters will focus on Vermont and Pennsylvania. Vermont residents have reciprocity of financial aid with New York.

Many students are leaving Potsdam at around 45-60 credits. Many of these students come from families where parents didn't attend college. Most students don't leave because of academic problems. The college is working on figuring out why students are leaving. Indications are finances may be a factor.

The College will not reduce admission standards to attract more students. It will actually slightly increase standards gradually over the next five years.

Paul Loucks, School of Arts & Sciences (for Dean Pletcher)

John Dalphin's first term here was from '73 – '77. There were 400 CIS students at the campus at that time. One out of ten students on campus were CIS majors. CIS Faculty increased from six to ten during that time.

Paul thanked John for his dedication.

A brief introduction by each Board attendee was made.

Jim Cottrell Hails and Farewells

Jim recognized new attendees from the College - Robert King and Paul Loucks and new Board members Rhonda Curtis and Marshall Pharoah.

Jim bids farewell to John Dalphin who is retiring at the end of this semester.
Jim bids farewell to Board members Scott Huddleston, Brian Lagana, Jack Morrison and David Waite.

Review of Bylaws

Potsdam does not have an active Epsilon Delta Pi chapter (Computer Science Honor Society). Some possibilities are to align with the international Upsilon Pi Epsilon (cost is \$300 per year) or reestablish a local chapter. Board agrees UPE would be valuable affiliation and Tim Fossum will research requirements for affiliation.

It was agreed to change the wording of the bylaws to say that three years service can be extended by the mutual agreement of both parties. The words will be updated to permit voting and changes via email.

Recruitment of new board members was discussed. It was agreed that the board would benefit by more community college representation. Possible off-site locations for future Board meetings were discussed.

Tim Mann, ACM Report

Tim introduced ACM officers (not present at meeting).
ACM's Vice Chair left Potsdam to attend Syracuse University.
ACM's last year goals were:

- To be a resource to students and help students struggling in CIS
- Have two strong teams for the programming contest
- Become better known on campus

ACM is trying to put teams together for the spring programming contest which will probably be held in Schenectady, NY.

ACM built an E-board.

Members are T.A.s for introductory computer class.

ACM participates with SUNY Potsdam Weekly through their website, fliers and table tents.

They did not go to programming contest in fall '05.

ACM is trying to recruit more CIS student members through discussions and programming contests. They are helping students that are interested in technology but afraid it is too difficult.

ACM holds weekly meetings in the Unix lab. These meetings average less than five attendees. Bigger meetings and events usually have a better turnout.

ACM holds a Linux Installation Fest at the beginning of each semester. Members create Linux distribution disks so new students can simply install the operating system without any technical knowledge. Members help new CIS students install Linux and answer questions. It is open to all students.

Website is www.cs.Potsdam.edu/acm (in progress)

Future plans

- More discussion based meetings
- Seminar on languages
- Movie nights
- Spring programming contest

Tim Fossum mentioned that Potsdam might be a possible site for Fall 2006 programming contest.

Tim Mann Reports on Summer '05 Internship

Internship was with David Talmage ('84) in Washington DC at the Naval Research Laboratory where he researched solutions for reliable multicast. He developed new programming techniques and used a lot of new software. He was the first recipient of the Haden Land scholarship.

Jim Cottrell, Curriculum Committee Report

Committee is gathering information on other SUNY (4 and 2 year) college Computer Science programs. They are looking at community colleges to determine ways to attract these students to Potsdam.

Rob Gray, Marketing Committee Report

Rob reviewed the committee's past activities. They have encouraged students to recruit from their high schools. They worked on the partnership with Jefferson Community College.

They will focus more on recruiting from community colleges. Rob mentioned that Board recruiting activities may conflict with paid recruiters. Volunteers are not trained and may not have proper information.

Several open recruitment events occur on campus every semester.

Lunch Break

Toby White, Internship Program update

The College had a total of 317 internships for the school year.

Tim Fossum, CIS BOA Chair Report

Tim introduced Susan Haller and himself as new faculty members.

Upcoming Student projects – build Beowulf Cluster, configure database server for CIS 420 Database class, Update CIS and BOA web pages (supported by grant from David Talmage).

Tim Fossum briefly discussed some of his background. He attended college at St Olaf in Northfield, MN, a small, two-college town, very similar to Potsdam.

Tim discussed Strengths, Weaknesses, Opportunities, Threats (SWOT Analysis) of CIS department:

Strengths

- Small size
- Dedicated faculty and staff
- Strong alumni
- Support administration

- CTS
- Internship opportunities
- Good labs
- New network infrastructure (80% complete) - fiber to all buildings, gigabit between buildings, Internet 2 to campus

Weaknesses

- Small CIS class enrollment
- Declining interest nationwide in CIS (1.2% freshman interested in computer science)
- Decline in state support (18% of college revenue comes from state. Used to be over 50% years ago)
- Low interest in internship opportunities
- Small faculty size
- Low student math skills
- Weak infrastructure in department (no one responsible for web, lacking a secretary)
- Difficult to make program changes in SUNY system

Opportunities

- Have authorization to hire a new CIS faculty member in Fall '06
- NSF John Von Neumann Scholarships for two awardees at beginning level and two awardees at junior/senior level in CIS. More in math department. Have funds allocated for more students.
- SUNY Potsdam education is bargain compared to alternatives
- Community college articulations
- Nanoscience collaboration with SUNY Albany
- Criminal Justice and CIS dual majors
- Joint efforts with Business Administration (BA split off from Economics dept.) Perhaps repackage Information Systems track to include more business classes
- Considering offering both BA and BS degrees in CIS
- Increased support for student interns and projects primarily through alumni grants
- Distance education using Internet 2
- Grants and awards to faculty and department

Threats

- Competition for students from other campuses
- Decline in state support
- Students afraid of outsourcing threats
- Lack of marketing for art and sciences majors
- Low math skills for incoming students (suggestion by Tim Fossum to have math department representative discuss way to increase math skills)

Goings On in Semester

- Lab setup – 14 IBM PCs, Gateway server, new network infrastructure
- Working on Spring 2006 schedule
- Susan and Tim joined several campus committees
- Discussed current semester courses and enrollment. Enrollment is low in some classes.
- Susan will be the 2006 program chair for SIGSCE (ACM's Special Interest Group on Computer Science Education). It is a computer science educators conference held in

Houston, TX. 100 papers have been accepted for presentation. She will be general co-chair for SIGCSE 2007 held in Cincinnati, OH.

- Tim will go to Rochester with Nancy Griffin to visit alumni. They will travel to Research Triangle in January.

The fall '06 CIS faculty position will be posted next week. The requirements for the position are: PhD in Computer Science or related field, Any CS specialization and strength in computer security. A review of applicants will begin on December 15, 2005. The BOA is encouraged to help in the process.

Tim reviewed Spring 2006 course schedule.

Susan is seeking a NSF grant to study women in Computer Science and barriers. She submitted a preliminary proposal for a \$450,000 grant.

Tim will be a member of a NSF Panel in Washington, DC this December. He will read proposals and make recommendations with other panel members on Advanced Technology in Education.

Tim is a co-author of a paper to be presented at SIGCSE 2006.

The department needs to prepare a self-study in 2006. Susan will author this. Input from BOA is strongly encouraged. The department is preparing for a site visit in Fall 2006 by outside reviewers.

Initiatives

- Request for BS
- Restructure BA degree (less CIS hours 30 from 40). This will help students pursue a dual major or a minor. There is not much interest from the college administration to pursue the Informatics Major. It will continue as a minor.
- Develop formal relationship with CNSE (College for Nano Scale Engineering) in Albany
- Encourage internships
- Develop marketing show for recruiting. Possibly bring robot programmed by students.
- Visit community colleges and high schools
- Continue to write grants and publish papers

Tim discussed our Friday night dinner where Lynne Fisher Kemp and Adam Myatt gave a history of their careers. Tim asked for volunteers for two more Board members to do it at the Spring BOA meeting.

Other issues to ponder:

- Continue to provide strong BA in CIS
- Change name to CS
- Create Software Engineering class
- Math prerequisites

A discussion took place about how to get more students to attend the Board meetings. It was suggested that the Board meeting be made part of a course syllabus or a homework assignment to meet a certain number of Board members and find out about their careers.

The next meeting date is set for 04/22/06. As always, this is subject to change. Undergraduate Admissions open house is the same weekend. Some Board members volunteered to help out at the open house.

New Board Officers Elected

James Jones is the new secretary.

Jeff Crump is the new Vice President.

Jim Cottrell will remain President.

John Dalphin becomes first Board Member Emeritus.

Board Meeting was adjourned.

Saturday night dinner at Mama Lucias to recognize John Dalphin's retirement. After dinner, John spoke about the department in its heyday in the mid 70s.