

CIS BOARD MEETING NOTES– SPRING 2007

April 14, 2007

- Introduction of CIS BOA Officers by James Cottrell and around the room introduction
- Incoming SUNY Potsdam President “Fritz” Schwaller – overall welcome & appreciation of CIS BOA.
- ACM Report – James Snow
 - On average 10 students attend meetings
 - ACM held elections and new officers were noted
 - Hosted programming contest
 - Alumni Activity with Dana Harris (basic server installation, repair and configuration activity)
 - Created comfortable study environment/lab on third floor lab
 - ACM Members have access to study area with computer, books, etc
 - Helped students with homework
 - ICT/ACM Game Night – drew about 50 students!
 - Haden Land suggested using a teleconferencing with alumni & board members on ACM meeting nights, for their participation.
 - Would like to explore fundraising possibilities
 - How to get fundraising/money to ACM with matching grants??
 - May actively join Student Government Association to access funds
 - If students have a good idea for an activity Haden Land, and possibly other board members, to provide funding
 - Also would like to expand activities – such as robotics competitions
 - Asked how else we (the board) can get involved:
 - Hold company nights prior to board meetings
 - Round table teleconferences
 - Set up a teleconference at their next meeting
 - Consider selecting different days to hold ACM meeting to allow students with conflicts be more able to attend.
 - ACM report slides on CISBOA Portal
- Scholarship Committee Report
 - Handed out presentation & financial statement
 - Offered comments & suggested changes to draft of program guidelines
 - Dr. Fossum asked & received a verbal ratification of the draft with the suggested changes.
 - Designed to attract new CIS majors
 - Reward outstanding students entering the major.
 - Merit based, not need based.
 - Also would like to encourage female student involvement in CIS.
 - Fund raising phone calls starting this month.
 - Scholarship targeting transfer student(s) – Provost Madden noted that there are not many scholarship with this characteristic
- Department History Project -- John Dalphin
 - Tim introduces project, with IBM’s Mary Helander contacted Tim about CIS program background, for IBM University Relations
 - Devising a framework to capture a sense of the dept. history

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- Haden Land suggested that the history to date might be the first chapter or section of this history
 - Soliciting ideas & suggestions – statistics, recollections, artifacts
 - History could be captured on many media: Web, DVD presentations, wiki, web pages and printed book containing such info
 - James Cottrell and Haden Land to solicit help from board members with this project
- Adam Myatt – discussed a forum for conducting mock interviews, and resume feedback
 - Have Board member interview students
 - Tape interviews on the day before the meeting and provide video replay comments
 - Perform interview live at board or breakout meetings
 - Target this for Fall 2007
- Student Internship Presentations:
 - William Whispell – internship for web design for a construction company, owned by a single client. Got it through Toby White, after answering a job posting on his own.
 - Small self-owned business
 - Just starting a web presence to build/expand business & client base
 - Had to devise web interface to be extendable & user friendly for non-IT inclined interacting for admin & content.
 - Addressed security, performance and other aspects of system design
 - Likely lots of other types of businesses that are small or owner operated could benefit from having a CIS student do such an internship/project.
 - Cody Zink – Internship with Northeast Analytical (www.nealab.com) – Schenectady – chemistry lab which employs about 40 people – went through Dr. Fossum who suggested Internship, then had to go through Internship office (lots of paper work).
 - Had to learn their management info system, as well as programming languages
 - Projects included data parsing, searching, client report checker, and printer problems.
 - Learned software development process & problem resolution.
 - Set up for internship credit after working at the job (after the fact).
- Senior “Capstone” Project Presentations:
 - Kris Eager – analyze system file size & locations (directory depths) on lab machines, for Mac, Windows, and Linux systems.
 - Machines closest to door had the most files on it.
 - File statistics for each operating system were unique
 - Had several key technical barriers to clear– stressed existing applications to the point of breaking.
 - Had to look for creative alternative solutions.

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- Jennifer Balaban – adjunct instructor at SUNY Canton – taught Verizon employees a telecommunication course (2nd semester) on basic numeric principals, Boolean logic, and core computer hardware technology – also works for SLIC.
 - Students did a virtual memory class project, exploring paging file theory.
 - Struggled with setting the class’s knowledge level & tailoring the material to their expectations.
 - Hoped to extend knowledge & experience to teach other CS/IT courses.
- Darren Blake – mental health professional database application, containing personal information & patient records.
 - Established application requirements, using various legal/technical aspects – certain part of information are required for insurance or legal reasons, in addition to statistical information.
 - Had to contend with important data security issues, as well as data backup/recovery, and performance/scalability.
 - System administration functions.
 - Had to contend with data format issues (date/time formats)
 - Realized that some requirements are stated, handle patient names and addresses, other requirements are “unstated”, protect patient information from exposure for legal reasons.
 - Developed with open source software.
- Additional Student Presentations:
 - James Snow – AAAI Conference Report – Presented results from robotics study during Summer 2006
 - Interested in experimenting with robotics
 - Had some NSF grant money left over to use – robotics are not cheap!!
 - Learned a new programming language quickly (picked it up in a week)
 - Needed to deal with dissecting control data and Linux Bluetooth compatibility issues.
 - Was approached for code availability and came away with possible internship contacts to iRobot at conference -- *** *communicate with Toby?* ***
 - Would like to promote robotics competitions as a way to build interest in CIS
 - May enter more robotics competitions.
 - Push for a robotics class --- introduce robotics early on in CIS
 - Tim Mann – Philosophy of Information & IT paper – Human Decidability
 - Drawing a conclusion and analysis of human vs. computer understanding & intelligence.
 - Difficult but important & thought provoking subject matter – also not a common place topic of exploration, and could be expanded in AI or legal/social computing courses.
- Mentoring Feedback –

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- Exploring if the program needs fine tuning
- Should it be required vs. optional?
- Open up program to other students who want to interact with a mentor.
- Add a section to web portal for discussion on topics that might help facilitate conversations.
 - Have current protégés document their experience
- Have students who positively benefit from working with a mentor to help introduce & encourage students to engage with a mentor.
- Help students get journals, cover letters, and resumes together.
- Chair's Report –
 - Arts & Technology building has morphed into a performing arts facility, with the IT aspects dropped (art also was dropped).
 - Microsoft software development tools (not the OS) is available to our students for free (\$750 value) – Microsoft Academic Alliance.
 - 39 CIS majors as of April 2007 – numbers down compared to Spring 2006
 - CS enrollments down substantially nationwide.
 - For Fall 2007:
 - Build on community college contacts.
- NEXT MEETING TENTATIVE DATE: Oct 12-13, 2007
 - Election of CIS BOA Officers
 - Company Night Thursday Oct. 11 – hook up with ACM as well

ATTENDEES:

President Fritz Schwaller

Dean of Arts & Sciences Galen Pletcher

Provost Maggie Madden

College Program Development Nancy Griffin

CIS Faculty emeritus and CIS BOA member emeritus John Dalphin

CIS Chair Tim Fossum

CIS Faculty Charlie Marshall, Brian Ladd, Susan Haller

IT Andy Harradine

BOA Chairman Jim Cottrell, Haden Land, Pat Caffrey, Jeff McGrath, Jeff Crump (remote), Adam Myatt

CIS Students James Snow, Brian Potter, Tim Mann, Eric Hutchins, William Whispell, Cody Zink, Kris Eager, Jennifer Balaban, Darren Blake, Mike Cifelli

FOLLOW UP NOTES:

- Add student survey info to webportal – figure out when survey was done. (Pat Caffery to do)
 - Add past internship committee reports (Pat Caffery to do)
- Contact Mary Helander re: IBM University relations info (Pat Caffery to do)
- Consider CIS History feedback – encourage CIS BOA members and other past CIS alumni to look up old college stuff & offer to share their recollections.

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- Obtain & post student presentations on web portal
- Better promote CIS Scholarship Program donations
- Start mentoring forum/discussion group on portal
- Evaluate Community College data from marketing team for currency, as part of Dr. Fossum's desire to reach out to jr. colleges.