

Northland Pioneer College
Instructional Leaders Council (ILC)
November 30, 2007
9:30-11:30

Minutes

Sign-up: Jeannie McCabe, Cindy Hildebrand, Clifton Lewis, Lee Sweetman, Ruth Zimmerman, Bonnie Pastorino (proxy for Rose Kreher), Peggy Belknap (presenter), Brian Gardner (proxy for Lynn Browne-Wagner and presenter), Kenny Keith (proxy for Scott Burt), Michael Anderson, Shannon Newman, Mike Solomonson, Doug Seely (presenter), Dr. Eric Henderson

- 1) Committee Reports:
 - a) Faculty Professional Development Committee
 - (1) Next meeting to be determined
 - (2) Should they tackle the 5 points
 - (3) Eric Henderson will attend next meeting
 - b) No report was presented by the Placement Committee
 - c) Eric said new IS Director should be on board on Jan 17th; the Learning Technology Committee will work with the new Director
 - d) Other (none)

- 2) Discussion/Action Items (general)
 - a) Minutes of the 11/9 ILC meeting were unanimously approved as presented. Motion by Belknap, second by Zimmerman.
 - b) Peggy Belknap rescinded her motion of approval to establish a Deans' & Presidents list. Jeannie seconded the motion.
Concerns were:
 - (1) Need more explanation on what is the purpose of a Deans' & President List
 - (2) What are other community colleges doing and what are their standards
 - (3) Eastern AZ College sets Presidents list at 4.0 and Dean's list at 3.5-3.999
 - (4) Lee Sweetman was concerned with what the standards are
 - (5) Will put this motion on the agenda for the next meeting in December

- 3) Curriculum Discussion/Action Items
 - a) TMP requests
 - i) Courses TMP 103, 104, 204 & 211 to be deleted. Motion by Solomonson, Keith seconded;
 - ii) Change prerequisites for TMP 203 & 250. No cover sheet was presented
 - (1) Peggy moved to have these tabled until the next meeting & Keith seconded

 - b) WLD requests
 - i) Adding new courses WLD 240, 241, 242, 243
 - (1) No cover sheet was presented so Peggy motioned to table this until the next meeting; Shannon seconded.
 - (2) Committee would like WLD to look at course outcomes and provide a coversheet and they request a presenter attend the next meeting.

- c) EMT requests
 - i) Brian Gardner explained the reasons for deleting courses EMT 100, 102 & 103. Motion by Keith, seconded by Sweetman
 - ii) Brian Gardner explained the move in EMT to reorganize the course numbers. EMT 120, 121, 130, 132 & 133 would be new numbers. Motion by Shannon, seconded by Lewis.
- d) FRS requests
 - i) Peggy requested changes to the FRS degree program due to changes in EMT. EMT 100 and 102 will be replaced by EMT 120 and 132. Approved on a motion by Keith, seconded by Newman
- e) CIS requests
 - i) Approved deletion of CIS 101 & 120 on a motion by Peggy seconded by Shannon
 - ii) Approved renumbering of CIS 257 to CIS 114; motion by Peggy, seconded by Sweetman
 - iii) CIS 120 deleted from Power Plant Fundamentals, Tribal Court Advocacy, Admin of Justice Studies as a core requirement; replaced by BUS 129. Motion by Peggy, seconded by Gardner
 - iv) Delete CIS 101 from electives list for Parks and Recreation Mngmnt and Native Am. Enterprise area of specialization in BUS. Motion by Keith, seconded by Zimmerman
 - v) Revise CTinB program: Delete core reqs: CTP, 253, CIS 120, 200, 225, 226; add BUS 129, CIS 243, 245. Delete from required electives CIS 257, CTP 253; add CIS 114, 115, 168, 243; motion by Sweetman, second by Newman
 - vi) Computer Information Systems degree program changes were approved on a motion by Newman, second by Belknap (extensive changes, see addendum)
 - (1) One change made in meeting required electives went from 18-21 to 18-20.
 - vii) BUS 129 needs to come back to committee since CIS 101 is prereq to BUS 129.
 - (a) Doug will ask Janet to submit
- f) SPT requests
 - i) On a motion by Belknap, second by McCabe, committee approved changing SPT 150 as a Gen Ed transfer course (AGEC Component)
- 4) Other
 - a) There will be a meeting of ILC on December 14th
 - b) Motion to adjourn by Henderson, second by Sweetman.
 - Addendum (CIS program changes-corrected)

Associate of Applied Science

Computer Information Systems

The Computer Information Systems program provides students with knowledge and skills in the areas of computer programming languages, graphics in multimedia, database management and information systems.

Career opportunities exist both in and out of the Northland district communities. Graduates are needed by business, industry, government, public and private agencies and small business enterprises.

Associate of Applied Science • 64-65 Cr.

To complete an Associate of Applied Science degree in Computer Information Systems a student must complete the general education requirements (16-17 cr.), an area of specialization (27 28 - 30 cr.) and 18-21 credits of required electives. Basic keyboarding knowledge is required for successful completion of all CIS courses.

GENERAL EDUCATION REQUIREMENTS • 16-17 cr.

Communications • 6 cr.

- ENL 101 College Composition I
- ENL 109 Technical Writing

Mathematics • 3-4 cr.

- MAT 112 Algebra II: Intermediate • 3 cr.
- *or*
- MAT 121 Intermediate Algebra • 4 cr.

Discipline Studies • 7 cr.

Per the [Discipline Studies list](#).

Areas of Specialization

Graphics Design

Core Requirements • 30 28 cr.

- ART 103 Basic Design • 3 cr.

- ART 105 Beginning Drawing I • 3 cr.
- CIS 114 Introduction to Multimedia 3cr.
- CIS 115 Introduction to Graphic Communication Technology • 3 cr.
- CIS 116 Computer Photographic Imaging • 3 cr.
- CIS 117 Two-Dimensional Computer Design • 3 cr.
- CIS 118 Graphics, Interactive and Animated 3cr.
- CIS 119 Page Layout and Design 3cr.
- CIS 230 Introduction to Microsoft Office • 3 cr.
- ~~CIS 257 Introduction to Multimedia • 3 cr.~~
- ~~CIS 258 Computer Illustration • 3 cr.~~
- ~~CIS 259 3-D Graphics Basics • 3 cr.~~
- CIS 298 Portfolio • ~~3~~ 1 cr.

Computer Information Systems

Core Requirements • ~~27~~ 30 cr.

- BUS 129 Database Applications for Business 3cr.
- CIS 100 Introduction to Computer Science • 3 cr.
- CIS 110 Fundamentals of Program Design and Development • 3 cr.
- CIS 115 Introduction to Graphic Communication Technology 3cr.
- ~~CIS 120 Introduction to Databases • 3 cr.~~
- CIS 170 Operating Systems • 3 cr.
- CIS 217 JAVA Programming, Introductory • 3 cr.
- CIS 230 Introduction to Microsoft Office • 3 cr.
- CIS 245 Database Management and Concepts 3 cr.
- CIS 280 Systems Analysis and Design • 3 cr.
- CTP 150 Computer Diagnosis and Repair I • 3 cr.
- ~~...plus any two of the following...~~
- ~~CIS 200 BASIC Programming • 3 cr.~~
- ~~CIS 225 Programming in C Language • 3 cr.~~
- ~~CIS 226 Programming in C++ • 3 cr.~~

Database Management

Core Requirements • 30 cr.

- BUS 128 Spreadsheet Applications for Business 3 cr.
- BUS 129 Database Applications for Business 3 cr.
- BUS 201 Quantitative Methods • 3 cr.
- CIS 100 Introduction to Computer Science • 3 cr.
- CIS 110 Fundamentals of Program Design and Development • 3 cr.
- ~~• CIS 120 Introduction to Databases • 3 cr.~~
- CIS 170 Operating Systems • 3 cr.
- ~~• CIS 198 Internship • 3 cr.~~
- CIS 230 Introduction to Microsoft Office • 3 cr.
- ~~• CIS 240 Advanced Spreadsheets • 3 cr.~~
- CIS 243 Database-Driven Web Sites 3cr.
- CIS 245 Database Management and Concepts • 3 cr.
- CIS 280 Systems Analysis and Design • 3 cr.

Required Electives • ~~18-21 Cr.~~ 18-20

In addition to the area of specialization core requirements student must complete ~~18-20~~ unduplicated credits from this list:

- AIS 100 Keyboarding • 1 cr.
- AIS 145 Microsoft Word for Windows • 3 cr.
- AIS 170 Written Business Communications • 3 cr.
- BUS 110 Small Business Management • 3 cr.
- BUS 112 Fundamentals of Bookkeeping for Business • 3 cr.
- *or*
- BUS 117 Principles of Accounting I - Financial • 3 cr.
- BUS 128 Spreadsheet Applications for Business 3 cr.
- BUS 129 Database Applications for Business 3 cr.
- CIS 100 Introduction to Computer Science • 3 cr.
- ~~• CIS 101 PC/MS DOS • 1 cr.~~
- CIS 103 Introduction to Windows • 1 cr.
- CIS 110 Fundamentals of Program Design and Development • 3 cr.
- CIS 114 Introduction to Multimedia • 3 cr.
- CIS 115 Introduction to Graphic Communication Technology 3 cr.

- CIS 118 Graphics, Interactive and Animated 3 cr.
- CIS 119 Page Layout and Design 3 cr.
- ~~CIS 120 Introduction to Databases • 3 cr.~~
- ~~CIS 122 Introduction to Computer Presentation Graphics • 1 cr.~~
- CIS 161 Comprehensive Microsoft Windows • 3 cr.
- CIS 168 Web Authoring Tools 3 cr.
- CIS 170 Operating Systems • 3 cr.
- CIS 183 Introduction to the Internet • 3 cr.
- CIS 186 Designing Web Pages • 1 cr.
- CIS 198 Internship • 1-3 cr.
- CIS 199 Workshop • 1-3 cr.
- CIS 200 BASIC Programming • 3 cr.
- CIS 217 JAVA Programming, Introductory • 3 cr.
- ~~CIS 225 Programming in C Language • 3 cr.~~
- CIS 226 Programming in C++ • 3 cr.
- ~~CIS 230 Introduction to Microsoft Office • 3 cr.~~
- CIS 235 Advanced Microsoft Office • 3 cr.
- ~~CIS 240 Advanced Spreadsheets • 3 cr.~~
- CIS 243 Database-Driven Web Sites 3 cr.
- CIS 245 Database Management and Concepts • 3 cr.
- ~~CIS 257 Introduction to Multimedia • 3 cr.~~
- CIS 280 Systems Analysis and Design • 3 cr.
- CIS 298 Portfolio • 1-3 cr.
- CIS 299 Special Projects • 3 cr.
- Any CTP Course • 1-6 cr.

Certificate of Applied Science

To complete a Certificate of Applied Science in Computer Information Systems a student must complete the core requirements in one of the areas of specialization, plus MAT 112 or MAT 121, and ENL 101.

Certificates of Proficiency

Commercial Graphics Fundamentals • 12 cr.

- CIS 115 Introduction to Graphic Communication Technology • 3 cr.
- CIS 116 Computer Photographic Imaging (Adobe Photoshop) • 3 cr.
- CIS 117 Two-Dimensional Computer Design (Adobe Illustrator) • 3 cr.
- CIS 119 Page Layout and Design 3 cr.
- ~~CIS 258 Computer Illustration • 3 cr.~~

Graphics Design • ~~33~~ 31 cr.

- ART 103 Basic Design • 3 cr.
- ART 105 Beginning Drawing I • 3 cr.
- CIS 100 Introduction to Computer Science • 3 cr.
- CIS 114 Introduction to Multimedia • 3 cr.
- CIS 116 Computer Photographic Imaging • 3 cr.
- CIS 117 Two-Dimensional Computer Design • 3 cr.
- CIS 118 Graphics, interactive and Animated 3 cr.
- CIS 119 Page Layout and Design 3 cr.
- CIS 230 Introduction to Microsoft Office • 3 cr.
- ~~CIS 257 Introduction to Multimedia • 3 cr.~~
- ~~CIS 258 Computer Illustration • 3 cr.~~
- ~~CIS 259 3-D Graphics Basics • 3 cr.~~
- CIS 298 Portfolio • ~~3~~ 1 cr.
- PHO 101 Digital Photography • 3 cr.