

# Community College *of* Philadelphia

**MEETING MINUTES**  
**Institution-Wide Committee**  
**Monday December 21, 2009**  
**2:30 p.m.**  
**Isadore A. Shrager Boardroom**  
**Community College of Philadelphia**  
**1700 Spring Garden Street**  
**Philadelphia, PA 19130**

**Committee Members Present**

Pascal Scoles, Judith Gay, Sam Hirsch, Gary Mullin, Earl Weeks

**Alternates and Delegates Present**

Mary Anne Celenza (voting), Jane Grosset (voting)

**Guests Present**

Jody Bauer, Allan Kobernick, Kathy Smith, Pete Watkins

**I. Call to Order**

The meeting was called to order by Pascal Scoles.

**II. Approval of Minutes**

Accepted the minutes of November 23, 2009

**III. Old Business**

Pat Scoles announced that the policy recommendations from the November meeting were sent to Dr. Curtis at the request of Sam Hirsch. This is consistent with the way the IWC has been operating for the past year.

**IV. New Business**

**(a) Proposal for an Associate in Applied Science Degree in Digital Video Production**

**Discussion:** Allan Kobernick introduced the proposal. The proposed start, if the program is approved, is Fall 2010. Pat Scoles asked whether students with the degree will be able to transfer. Allan Kobernick responded that the degree was not created with transfer in mind per se, but that he has spoken to one institution that stated that they would probably accept all of the credits.

Sam Hirsch complimented Allan Kobernick on the proposal. He asked whether there was a consideration of who the potential students are for the degree. Allan Kobernick mentioned: students at more expensive private institutions; current Photographic Imaging students; groups who want to enhance their skills; City school students. Sam Hirsch said he is interested in working with the department to develop a recruitment plan.

Sam Hirsch's next question was about the minimum grade requirement of "B" for the first course (Photo 104). Allan Kobernick explained that this is an early indicator for the student of whether they can be successful in this field. Students who do not get a B can re-take the course. Judy Gay mentioned that the same issue was discussed in the Academic Affairs Council meeting before recommending the program. Earl Weeks stated that he felt the "B" or above was fair as long as students understand the requirement in the beginning. Pete Watkins stated that various options were considered during the development of the program and it was decided that it was better to have a prerequisite at the course level versus making the program select. Mary Anne Celenza clarified that it is a prerequisite for continuing, not for entering. She stated that Allied Health also has a prerequisite for continuing, but also has a process for re-admits. She said the faculty need to be clear about that issue ahead of time. After discussion, it was decided to recommend leaving the language and standard as proposed.

Gary Mullin asked if there are people who have a "natural talent" for the field. Allan Kobernick responded that he did not think that is the case for being an audio technician. He stated that a prospective student should have the same general aptitude expected of any good student.

Pat Scoles asked if there are current students who may want to switch to this curriculum. Allan Kobernick responded that he is aware of some students who are interested at this point.

**Action Item: Recommend approval of the proposal for an Associate in Applied Science in Digital Video Production with the provision that the Department work with the Office of Admissions regarding the admissions process. Vote: Seven (7) in favor. Motion approved.**

**(b) Proposal for Academic Affairs Restructuring – Closing the Department of Academic Computing**

**Discussion:** Jody Bauer presented the proposal. Judy Gay added that the proposal is the final piece of the original plan. There was no discussion.

**Action Item: Recommend approval of the Proposal for Academic Affairs Restructuring – Closing the Department of Academic Computing. Vote: Seven (7) in favor. Motion approved.**

**(c) Proposal for Revision of the Computer Forensics Program**

**Discussion:** Kathy Smith presented the proposal. The recommendations are based on the experiences of the department now that the program has been running for a few years as well as recommendations from the Advisory Committee. There are currently 90 students in the program.

The changes are: (1) replace CIS 104 with CIS 105 (adds 1 additional credit); change the sequence of courses so Network Forensics precedes Intrusion Detection and Prevention and modify the course numbers to reflect the new sequence; change the title of Network Forensics to Networking and Forensics; replace the Justice/CIS elective with CIS 150 (adds one credit).

The changes increase the graduation requirement from 60 credits to 62 credits.

**Action Item: Recommend approval of the proposed revision of the Computer Forensics Program. Vote: Seven (7) in favor. Motion approved.**

**VI. Adjournment**

The meeting was adjourned at 3:08 p.m.