

# **Bus/CIT 2010-11**

## **CIT Update Service Courses to Windows 7**

### **Summary:**

Requesting curriculum development support to update the target operating systems in CIS 101 and CS 120 to Windows 7.

### **Description**

This initiative addresses the continual need to keep the curriculum current with major industry changes. The new release of the MS Windows 7 operating system affects multiple CIT classes. Students who recently purchased computers when returning to school often received a free upgrade from Vista to Windows 7 that must be installed within a short period of time. We are now experiencing the first wave of students using computers with Windows 7. The CIS 101 and CS 120 courses provide basic computer/technology literacy including the operating system and general application software knowledge. Each of the courses are required in numerous AAS degree programs and certificates across campus; are used by dual-enrolled students through College Now; and are used as general elective courses taken by many students. The annual FTE of these two courses was 177.25 in 2008/2009. By providing modern software experiences, students will develop appropriate computer skills, and will thereby enhance their job opportunities. This project will consist of modifying and/or replacing all labs, exams, handouts and other course content (which currently teaches Windows Vista) to teach Windows 7.

### **Questions and Answers**

**How is the initiative linked to the Unit Plans most recently submitted?**

- 1. How does it continue the achievement of those goals?**
- 2. If this is a continuation of an initiative started last year, make sure that relationship is clear.**

**How is this initiative linked to the efficiencies and productivities plans you had last year?**

- 1. How does it continue the achievement of these plans?**
- 2. If this is a continuation of an efficiency or productivity plan started last year, make sure that relationship is clear.**

This initiative matches the strategic directions of the college by responding to internal and external challenges and technological changes in a timely manner. By converting the curriculum to Windows 7, we will be providing an environment where students learn state-of-the-art technology.

**Describe the resources needed:**

Curriculum development funding for revisions to two existing classes:

CIS 101 - 70 hours of curriculum development:

Request: Carl Perkins (CD) 70 hours

Request: Curriculum Development 70 hours

CS 120 - 70 hours of curriculum development:

Request: Carl Perkins (CD) 70 hours

Request: Curriculum Development 70 hours

Total 140 hours of curriculum development support:

Request: Carl Perkins (CD) 140 hours

Request: Curriculum Development 140 hours

**What specific measurable program outcomes do you expect to achieve with this initiative? The outcomes should be specific enough to be measurable. Also, outline the method that will be used to determine the results.**

This will keep the curriculum current with workplace standards for courses that are required in multiple professional technical programs. For example, Auto Body & Fender, Drafting, Criminal Justice, Flight Technology, Hospitality Management, Automotive and Diesel Technology, as well as programs in Business and Health Professions require at least one of the courses listed above.

**Department Priority:**

20

**Unit Resources:**

This initiative can be supported with software, staffing and faculty participation with the faculty who are funded to do this development. Instruction will take place in classrooms equipment with Windows 7 on the computers. And this will also coordinate with the conversion to Windows 7 in college open labs.

**Funding Request: Carl Perkins**

**Is this a Career & Technical Education program approved by the state and offered through Lane for credit?**

Yes

**If not a Career & Technical Education program, does your request provide considerable support for students enrolled in these programs?**

No

**Do you have an advisory committee that meets 2-3 times per year?**

Yes

**If request is for personnel, will funds be used to replace an existing position?**

**How will funding this initiative increase or sustain the academic achievement and technical skills attainment (GPA of 2.0 or better) of Career and Technical Education students?**

By keeping their computer skills current.

**How will funding this initiative increase or sustain the number of CTE students that graduate or receive a one year certificate from Lane and help prepare the students for employment?**

Students will be better trained on newer computer skills, thereby making them more employable.

**EQUIPMENT \$**

**COMPUTER HARDWARE \$**

**COMPUTER SOFTWARE \$**

**MATERIALS & SUPPLIES \$**

**CURRICULUM DEVELOPMENT (Hours)**

140

**PART-TIME FACULTY \$**

**TIMESHEET STAFF \$**

**TRAVEL \$**

**Can this initiative be partially funded?**

Yes

**EQUIPMENT \$**

**(E) Explanation of effect of partial funding:**

**COMPUTER HARDWARE \$**

**(CH) Explanation of effect of partial funding:**

**COMPUTER SOFTWARE \$**

**(CS) Explanation of effect of partial funding:**

**MATERIALS & SUPPLIES \$**

**(MS) Explanation of effect of partial funding:**

**CURRICULUM DEVELOPMENT (HOURS)**

100

**(CD) Explanation of effect of partial funding:**

Less practice, presentation &/or demonstration materials will be developed.

**PART-TIME FACULTY \$**

**(PF) Explanation of effect of partial funding:**

**TIMESHEET STAFF \$**

**(TS) Explanation of effect of partial funding:**

**TRAVEL \$**

**(T) Explanation of effect of partial funding:**

## **Funding Request: Curriculum Development**

### **1. List the following information**

- **Course Numbers (titles if not currently offered)**
- **Instructor Name(s) who will work on the curriculum development**
- **Whether each of the courses is in, or has been through, the curriculum approval process**

CIS 101 Computer Fundamentals - Jim Bailey

Approved course

CS 120 Concepts of Computing - Linda Loft

Approved course

**2. List each course number (or title) and the materials to be created for each class**

- **Instructional goals, objectives, syllabi and outlines**
- **Lab instruction packets**
- **Practice, quiz, presentation &/or demonstration materials**
- **Other (specify)**

CIS 101, and CS 120:

1. Instructional goals, objectives, syllabi and outlines
2. Lab instruction packets
3. Practice, quiz, presentation &/or demonstration materials as appropriate
4. Moodle online site materials

**3. List each course number (or title) and give your timeline for beginning and completing each course curriculum development.**

CIS 101 - Summer/Fall 2010

CS 120 - Summer/Fall 2010

**4. What are up to 3 departmental instructional goals that are met through the development of curriculum in each class?**

1. Marketplace relevancy for professional technical majors
2. Increasing (quality matters) online instruction
3. Increased capacity to meet market demand for current computer skills

**5. List each course number (or title) and give the value of the development of curriculum in each course to other faculty members.**

CIS 101 - part-time instructors who teach the course will be able to utilize all developed materials

CS 120 - part-time instructors who teach the course will be able to utilize all developed materials

**6. List each course number (or title) and say how many students will be served by the development of curriculum in each class.**

CIS 101 - approximately 650 to 700 in the first year

CS 120 - approximately 1225-1250 or more in the first year

**7. List each course number (or title) and give the specific benefits to students that you expect from the development of curriculum in each class.**

CIS 101 - give students up-to-date skills in using Windows 7

CS 120 - give students up-to-date skills in using Windows 7

**8. List each course number (or title) and give the specific benefits for diversity that you expect from the development of curriculum in each class.**

CIS 101 - Online modes of instruction are the most flexible, and well suited to meeting the needs of a diverse population, and will be developed in conjunction with the updates to the traditional course.

CS 120 - Online modes of instruction are the most flexible, and well suited to meeting the needs of a diverse population, and will be developed in conjunction with the updates to the traditional course.

**9. List each course number (or title) and give the specific benefits to sustainability that you expect from the development of curriculum in each class.**

CIS 101 - Online instruction is required for sustaining program enrollment growth because it uniquely addresses the scheduling and learning needs of working students and of professionals seeking professional development. This reality is reflected in current enrollment patterns and FTE growth.

CS 120 - Online instruction is required for sustaining program enrollment growth because it uniquely addresses the scheduling and learning needs of working students and of professionals seeking professional development. This reality is reflected in current enrollment patterns and FTE growth.

**10. List each course number (or title) and give the specific effects on distributed learning that you expect from the development of curriculum in each class.**

CIS 101 - Although this initiative doesn't target distributed learning as its primary outcome, the online materials will be developed in conjunction with the updates to the traditional course, so the benefits are immediate.

CS 120 - Although this initiative doesn't target distributed learning as its primary outcome, the online materials will be developed in conjunction with the updates to the traditional course, so the benefits are immediate.

**Hours requested for Curriculum Development funding:**

**Please enter the amount of one of the following:**

- **100 hours maximum for new development.**
- **70 hours maximum for course revision**
- **50 hours for 3-4 credit conversion**
- **other (use if multiple courses addressed in one initiative)**

**Do not enter any characters other than numbers and a decimal.**

**How many hours are you requesting? If there are multiple courses addressed in the initiative, please list each course number (or title) and give the number of hours requested for each course.**

140

**Can this initiative be partially funded?**

Yes

**Partially funded curriculum development HOURS requested:**

100

**Explanation of effect of partial funding:**

Less practice, presentation &/or demonstration materials will be developed.

**Funding Request: Technology Fee**