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| **Date** | **August 18, 2010** | **Time** | **1:00pm – 3:00pm** |
| **Facilitator** | Jo Ann Lewin | **Scribe** | Laurice Garrett |
| **Subject** | Mathematics Department Meeting – | | |
| **Attendees** | Lee Campus: Jo Ann Lewin, Ron Smith, Don Ransford, Rona Axelrod, Becky Berthiaume, Scott Berthiaume, Jim Ward, Laurice Garrett, Don Warren, Lloyd Hicks, Bert Lawrence, John Carson, Cloyd Ezell, Gabrielle Michaelis, Dorothy Marshall, Sabine Eggleston, Kevin Lavrack, Jaime Marecz, Lu Bloom, Cathy Vache, Cheryl Tomlin  Hendry/Glades: Sandra Seifert  Collier: Joan Van Glabek, Michael Chiacchiero ,Tatiana Arznian, Philip Coate  Charlotte: Christy Smith, Marjie Moller, John Salem, Lisa Manfredi | | |

| Key Points Discussed | | |
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| No. | Topic | **Highlights** |
| 1. | Welcome & Introduction of New Faculty & Instructional Assistants | 1. All in attendance introduced themselves, including information of their home campus. |
| 2. | Updates from Campuses and College Prep | 1. Updates were given by JoAnn Lewin for Lee Campus, Joan VanGlabek for Collier Campus, Christy Smith for Charlotte Campus, and Sandra Seifert for Hendry/Glades. |
| 3. | Title III Grant Proposal | 1. During the summer, Jim Ward and Sabine Eggelston met with others to develop a Title III Grant proposal. The grant would be for approximately two million dollars. One purpose of the grant would be to provide for smooth transition and coordination between 9024 and MAT 1033. We would be notified by October if the grant is awarded to Edison. |
| 4. | Upcoming Professional Meeting Opportunities | 1. Don Ransford has provided an extensive list of professional meetings that are being held this year. Several others were added to the list. It was suggested that we try to send people to a wide variety of types of conferences. |
| 5. | Placement Test Updates | 1. JoAnn reported that another placement test is being planned for future use. However, JoAnn said we will probably be using Accuplacer for placement through at least the spring of this year. There are questions as to how well people are placed at levels higher than 1033. 2. Regarding the 1033 bypass exam: Joan VanGlabek rewrote five different versions for the MAT 1033 bypass exams. Thanks to Joan for this service! In the latest administration of the test, 34 people took the test and 10 passed. This is approximately a 29% pass rate. |
| 6. | Reports from Summer Workshops, Institutes, etc. | 1. Don Ransford reported on the College Readiness/College Success Courses he held this summer for high school teachers. He had 24 people in attendance from a wide geographic area. He felt it was very successful. April Cruz was creating some Wiki pages with information. 2. JoAnn and Laurice went to an NSF funded workshop at West Point for a week this summer. Laurice reported that it was very inspiring. They plan to implement many of the ideas in workshops/brown bags during this year. 3. Cathy Vache went to an adjunct retreat. She was very enthusiastic over her experience and felt the retreat to be extremely rewarding. |
| 7. | MyLabsPlus Workshops, Issues, Etc. | 1. Pearson has already provided one workshop, with many in attendance. Another workshop is being held this week. Concerns were raised & issues discussed. JoAnn asked that people provide any significant changes they were making within the courses to her, so that we could determine if administratively any changes needed to be made to the “master courses.” |
| 8. | Friday’s Retreat | 1. The retreat is being held in I-122/123 (the TLC), not off campus. People were requested to sign up if they were planning to attend. |
| 9. | Brown Bag Discussions | 1. Theo Koupelis has cleared the schedules so that all full time Lee faculty will be available from 12 – 1 on Friday afternoons. His hope is that this will provide a time for “brown bag” types of discussions on topics/issues that we often do not have time for during department meetings. Details will be forthcoming. |
| 10. | Announcement: Becky & Scott Berthiaume | 1. Becky announced that pursuing a dream they have had, she and Scott will be leaving Edison after this year to pursue teaching in another country. It was noted that we will miss their presence and all they have added to Edison, but wish them much happiness and fulfillment in their new venture. |
| 11. | Sharing of Ideas | 1. Laurice reported on the coursewide assessment project that will be a part of our MAC 1105 courses this year. 2. We updated and made changes in our course coordinators for this year. They are:   MAT 1033 – Ron Smith (with Jim Ward)  MGF 1106 – Marge Moller  MGF 1107 – Christy Smith  MAC 1105 – Laurice Garrett  MAC 1140 – Don Ransford (with Becky Berthiaume)  MAC 1114 – Scott Berthiaume (with Don Ransford)  MAC 2233 – Lloyd Hicks  STA 2023 – John Salem   1. Peer tutoring has moved to H-200. 2. A Learning Styles Inventory is going to be administered to MAT 1033 students. Joan VanGlabek is going to research a survey that is being given at LSU. 3. Dr. Thomas is supportive of the creation of an “Intermediate Algebra Certification” program. The series of seminars will concentrate on content, pedagogy, etc. For those participating, presenting, and/or implementing, there is a chance for a stipend. JoAnn will provide details at a future time. Laurice Garrett will be coordinating the seminars. It is being piloted on the Lee Campus this semester (but all faculty are welcome to participate). 4. Theo Koupelis gave an update on the Unit Plan. There are three things we are working on: 5. Expand collaboration with college prep to provide for smooth transition. 6. Service our students with assessment that are discipline specific and content focused. 7. Expand our cooperation with K-12 through teaching alliances and workshops. 8. Don Ransford has created a flowchart exhibiting the sequence of our mathematics courses. 9. There was a reminder that SLS is still being offered as a 1 credit hour course. |

| Action Plan | | | |
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| No. | Action Item | **Owner** | **Target Date** |
| 1 | Research learning styles inventory given by LSU | Joan VanGlabek | Oct/2010 |
| 2 | Set up Intermediate Algebra Certification workshops | Laurice Garrett  JoAnn Lewin | Ongoing throughout the year |