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| **Date** | **August 19, 2013** | **Time** | **2:00pm – 4:00pm** |
| **Facilitator** | Jo Ann Lewin | **Scribe** | Sandra Seifert / Joan Van Glabek |
| **Subject** | Mathematics Department Meeting – Professional Development Spring 2013 | | |
| **Attendees** | Lee Campus: Jo Ann Lewin, Ron Smith, Don Ransford, Rona Axelrod, Laurice Garrett, Don Warren, Juan Zaragoza, Cheban Acharya, Djordje Bulj, Douglas Magomo, Ivana Ilic, Ivan Melendez-Leon  Hendry/Glades: Sandra Seifert  Collier: Joan Van Glabek, James Daniels, Michael Chiacchiero, Tatiana Arzivian  Charlotte: John Salem, Christy Smith, Marjorie Moller | | |
| **Visitors** | Kevin Coughlin | | |

| Key Points Discussed | | |
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| No. | Topic | **Highlights** |
| 1 | MAC 1105 Assessment | Kevin Coughlin invited to present report on MAC 1105 final exam assessment.   1. General concern about the interpretation of results 2. No clear data on Face-to-Face vs Online vs Dual Enrollment which was the basis for the common assessment 3. Some reasons: Some CRN data missing, no dual enrollment MAC 1105 course in Spring 2013, too many learning outcomes, too many forms 4. Suggestions for future assessments (most from Don Ransford):    1. Select a smaller group of outcomes to test    2. Pilot studies to include open ended questions    3. Common final given on same day at the same time (lessen the number of forms necessary)    4. Commit to a written set of expectations   General agreement to continue giving a common final exam for Fall 2013 due to lack of time. |
| 2 | MAC 1140 Assessment | 1. One objective had no corresponding homework; to be remedied 2. Because there was only one section of the online course, the numbers were too low for a good comparison. 3. No significant difference in modality based on current results 4. Final word: Keep current setup, fine tune finals, continually look at results. |
| 3 | New Course Coordinators | 1. Juan Zaragoza and Cheban Acharya are the course coordinators for MAC 1105.    1. They discussed the changes they made to online homework    2. Additional questions taken from external text – specifically mentioned were interval notation for increasing/decreasing functions    3. They suggested that instructors look at questions before assigning. 2. No changes to other course coordinators |
| 4 | MyMathLab | 1. Rosters rolled over into MyMathLab today. 2. Pearson representatives on Lee campus 8/21 – 8/22, 2013 |
|  |  | UNIT PLAN REVIEW |
| 5 | Community of Practice | 1. Discussion of how to assess community of practice as it is a part of the unit plan |
| 6 | Peer Observations | 1. Numbers increased slightly over the last year 2. Increased participation would be beneficial for stronger data |
| 7 | Stem Fair | 1. Charlotte is planning another Fair for March 19, 2014 2. Increased participation from area schools and business anticipated |
| 8 | Senate Bill 1720 | 1. Volunteers taken for task force: JoAnn, Don R., Marjie, Laurice 2. Discussions on new direction of developmental education 3. Discussions on how it will be included in Unit Plan |

| Action Plan | | | |
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| No. | Action Item | **Owner** | **Target Date** |
| 1 | How to include Senate Bill requirements and impact in Unit plan | Task Force |  |
| 2 | Don Ransford to present alternative tract to remedial | Don Ransford | Next Dept Meeting |