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| **Date** | **January 2, 2014** | **Time** | **8:30 AM** |
| **Facilitator** | Jo Ann Lewin | **Scribe** | JoAnn Lewin |
| **Subject** | Mathematics Department Meeting | | |
| **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, Aldo Cruz-Cota  Hendry/Glades: Jennifer Chesnutt  Collier: Michael Chiacchiero, Tatiana Arzivian  Charlotte: Christy Smith, Marjorie Moller | | |
| **Visitors** |  | | |

1. Professor Lewin welcomed everyone back, announced Jim Daniels’ retirement and introduced new faculty who were present Aldo Cruz-Cota (full-time temp Lee and Collier) and Jennifer Chesnutt (adjunct: Hendry-Glades). Additional new adjuncts, Claire Geiger (Charlotte); William Stoudt (Charlotte)and Cindy Quehl (Collier)
2. Minutes of the 11/1/13 meeting were approved with the addition of Terry Zamor as an attendee.
3. We will continue the same format for departmental final exams for MAC1105, MAC1114 and MAC1140 for Spring 2014. MAT1033 will also have a departmental final; some open-ended questions will be included on that exam.
4. The department reviewed the Mathematics General Education Core Courses. The only change was having MAC2311 specifically included.

Students will determine appropriate mathematical and computational models and methods in problem solving, and demonstrate an understanding of mathematical concepts.  
  
Students will apply appropriate mathematical and computational models and methods in problem solving.  
  
MAC X105 College Algebra  
MAC X311 Calculus I  
MGF X106 Liberal Arts Mathematics I  
MGF X107  Liberal Arts Mathematics II  
STA X023  Statistical Methods  
  
Any student who successfully completes a mathematics course for which one of the general education core course options in mathematics is an immediate prerequisite shall be considered to have completed the mathematics core.

1. Textbook/LMS selection updates and discussion

* MAT1033 committee: Laurice Garrett (co-chair), Sandra Seifert (co-chair),Cathy Vache, Bert Lawrence, Joe Roles, Karen Buonocore, Sabine Eggleston, Marjie Moller, Ivan Melendez-Leon, Pat Newell, Cindy Baker, JoAnn Lewin
* We are still exploring having one textbook for both developmental courses and MAT1033
* MGF1106/1107: Mike Chiacchiero (chair), Don Warren, Cheban Acharya
* STA2023:Rona Axelrod (chair), Don Warren, Tatiana Arzivian, Sandra Seifert, Malika Nandur
* 2233: Ivana Ilic (chair), Djordje Bulj, Cheban Acharya, Juan Zaragoza, and Doug Magomo
* Faculty were reminded that all faculty teaching the course will have to sign that they will be using all required materials

1. Observations of adjunct faculty and peer observation initiative

* Professor Lewin reviewed the plan for mentoring and observing adjuncts and encouraged faculty to let Dr. Koupelis know if they were willing to mentor an adjunct.
* Faculty were reminded that while there is a slight conflict with our departmental peer observation initiative, the departmental initiative does include full time faculty visiting other full time faculty’s classroom and adjuncts visiting full time or adjunct faculty’s classrooms.

1. Community of Practice 2nd and 4th Fridays in January, February and March and only one meeting in April on the 12th. Sessions will run either from 12 – 1 or 12:30 – 1:30. Time will be announced.
2. STEM Fair will be held on March 18 from 5:30 – 9 PM and on March 19 during the day at the Charlotte Campus. Dr. Koupelis is still looking for volunteers for the Science Olympiad on January 18.
3. Faculty members were encouraged to attend the MAA/FTYCMA Meeting at Edison on February 21 and 22. Doug is presenting on WebWork.
4. MAT1033 update and discussion: Most instructors who are teaching MAT1033 attended one of two MAT1033 workshops held in November or met with Professor Lewin to receive a summary of and material from the workshop. In addition, some Math Center/Academic Success Center staff participated. At the workshop it was decided that a screening worksheet would be given to students on the first day of class as an additional tool to advise students on the best placement for them and that there would be a departmental final or core final. There should be a few non-multiple-choice questions on the final. At our request, Pearson has assisted in the development of Skills Check quizzes and Skills Review homework that can be used to identify weaknesses in students’ background and provide additional practice in those areas.
5. Other business: None
6. Adjourn