***Minutes***

Mathematics Department Meeting

JoAnn Lewin, Chair, Mathematics

October 3, 2014 2:15 pm I-122

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Faculty** |  |  |  |
| Cheban Acharya |  |  | X |
| Tatiana Arzivian \* |  |  |  |
| Rona Axelrod | X |  |  |
| Cynthia Baker |  |  | X |
| Karen Buonocore | X |  |  |
| DjordjeBulj | X |  |  |
| Michael Chiacchiero \* |  |  |  |
| Sabine Eggleston | X |  |  |
| Laurice Garrett | X |  |  |
| Rebecca Gubitti | X |  |  |
| Ivana Ilic | X |  |  |
| Bert Lawrence | X |  |  |
| JoAnn Lewin | X |  |  |
| Doug Magomo | X |  |  |
| Ivan Melendez  | X |  |  |
| Marjorie Thrall Moller |  |  | X |
| Pat Newell \* |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| Don Ransford | X |  |  |
| Joe Roles |  | X |  |
| Candace Rosene | X |  |  |
| John Salem | X |  |  |
| Sandra Seifert | X |  |  |
| Christine Smith |  | X |  |
| Ron Smith | X |  |  |
| Joan Van Glabek \* |  |  |  |
| Don Warren | X |  |  |
| Terry Zamor | X |  |  |
| Juan Zaragoza | X |  |  |
| Jaime Zlatkin | X |  |  |
|  |  |  |  |
| **Adjunct Faculty** |  |  |  |
| Jason Lingle-Martin | X |  |  |
| **G**uests |  |  |  |
| Monica Moore | X |  |  |
| Rachel Lieberman | X |  |  |
| Tom Buckingham | X |  |  |
| Sandy Sardinas | X |  |  |
| Kathleen Wheeler | X |  |  |

 \*Collier campus faculty

1. The Thomas Edison campus was unable to connect with the Collier campus despite making several attempts to do so over the course of the meeting. The Collier campus was also not able to connect with the Thomas Edison campus.
2. Monica Moore and Tom Buckingham were introduced and shared data on student visits to the Academic Support Centers. The Collier campus has had 162 different students receive 643 hours of math assistance. The Charlotte campus has served 194 students who have received 915 hours. The Thomas Edison campus has served 686 students for a total of 3922 hours. No figures were available for the Hendry/Glade center. On all campuses the largest demand is for students in MAT 0057, MAT 1033, and MAC 1105. The director of the Peer Tutoring Center Rachel Lieberman indicated that mathematics is the area where the demand for peer tutoring is the largest, with most students requesting help in MAC 1105, followed by MAT 1033. Rachel is working with Candace Rosene to identify topics that peer tutors would need to know to be able to tutor MAT 1100, as it is a new course, and no tutors are currently available. Instructional Assistant Sandy Sardinas shared that students seemed to be very dependent on their calculators this fall and that they seem to have very poor number sense. Workshops this semester are organized by topic and attendance is still low. Following some discussion, the guests left the meeting.
3. The minutes of the September 12 meeting were approved with some spelling and grammatical corrections (Zamor/Ransford)
4. Professor Lewin announced that there is a need for a volunteer to teach MHF 2191 Mathematical Foundations as an independent study course next semester. Interested faculty should contact her right away so she can let the Education Department know if we have someone to teach the course.
5. A motion (Ransford/Zamor) was made to add a statement to our listing of General Education courses Part A so that MAC 1106 will be considered as a replacement to MAC 1105. The vote in favor was unanimous. Students who satisfactorily complete MAC 1106 will, for general education purposes, be considered to have completed MAC 1105.

1. Assessment coordinator Ron Smith informed the department that the final exam for the online sections of MAT 1033 has been completed. He has also completed an online form which will be sent to those who volunteered to head up the assessment of individual courses. Course coordinators should plan to send Professor Smith copies of the departmental final exams. Professor Eggleston informed the department that 2 versions of the MAT 0057 have been prepared. Professor Smith shared that he has been assisting Professor Moller in her section of MAT 0057, since she has students who are working on a very large range of topics.
2. The department decided on two questions to include in the pilot Student Evaluation Instrument which will be given to some sections during the spring 2015 semester. The two questions are:

1) My instructor explained mathematical processes and concepts so that I was able to understand.

2) My interest in this subject is high and/or increased by taking this course.

1. Professor Lewin urgently requests that faculty contact her if they are willing to serve on developing the faculty mentoring program and/or working on the group to survey other disciplines for information on whether the needed, desired, and expected mathematics skills are being met. Both of these activities have been included on this year’s unit plan.
2. Professor Lewin suggested it might be time to review our policy on calculator use. She suggested that we research the policies at the Universities we feed into as well as other Florida state colleges. Any faculty willing to work with this project should contact her.
3. The subcommittee looking at standardizing portions of department syllabi, led by Professor Ransford, is developing a survey to identify those courses for which standardization is most needed and would be most beneficial for faculty and students. Faculty members are encouraged to complete the survey in a timely manner when they receive it. Once that survey is completed follow-up surveys will be done of faculty teaching the individual courses identified.
4. Professors Magomo, Axelrod, Ransford, and Seifert volunteered to research what an honors level math course should look like, looking ahead to the possibility of developing honors sections.
5. A motion was made (Eggleston/Ransford) to describe how students who take MAT 1100 and then decide to pursue a STEM major might move back into the STEM mathematics courses. Students receiving a grade of C or better in MAT 1100 would be allowed an attempt at the PERT Math test. If their score placed them into MAC 1105, they would be able to bypass MAT 1033 and go directly into MAC 1105. The motion passed on a unanimous vote.
6. Discussion on the CLEP Precalculus test was tabled until the November meeting.
7. A listing of course coordinators was provided by the department chair. Because no one had volunteered to be course coordinator for MAC 2311/2312/2313, Ivana Ilic offered to assume that role in addition to being course coordinator for MAC 1140. She would appreciate any assistance that anyone would be willing to offer.
8. Discussion on who should have the responsibility for ensuring textbooks are made available on reserve in the college libraries was held. It was suggested that this could be part of the course coordinators responsibilities, and not just the responsibility of the department chair. There was also some discussion over publishers’ reluctance to provide student textbooks for this purpose. One suggestion was to see if the Library division could purchase access to Course Smart.
9. Professor Ransford detailed some of the events in the FTYCMA Retreat scheduled for October 10 and 11.
10. Professor Eggleston shared that the Collegiate High School would be selling gift cards between October 17 and November 3 for a fund raiser.
11. The meeting was adjourned at 4:12 pm