

Minutes
 Mathematics Department Meeting
 Sabine Eggleston, Chair, Mathematics
 November 13, 2015 AA-168

	Present	Absent	Excused
Faculty			
Cheban Acharya	X		
Tatiana Arzivian	X		
Rona Axelrod	X		
Cynthia Baker	X		
Karen Buonocore	X		
Michael Chiacchiero	X		
Sabine Eggleston	X		
Laurice Garrett	X		
Yonas Getahun	X		
Rebecca Gubitti	X		
Ivana Ilic	X		
Bert Lawrence	X		
JoAnn Lewin	X		
Doug Magomo	X		
Ivan Melendez	X		
Kristi Moran	X		
Cindy Quehl	X		

	Present	Absent	Excused
Don Ransford	X		
Joe Roles	X		
John Salem	X		
Sandra Seifert	X		
Elizabeth Schott	X		
Christine Smith			X
Ron Smith		X	
Marjorie Thrall Moller	X		
Joan Van Glabeke	X		
Don Warren	X		
Terry Zamor	X		
Juan Zaragoza	X		
Jaime Zlatkin	X		
Guests			
Dr. Jeff Stewart			
Dr. Martin McClinton			
Robert Anderson			
Nancy Buzzurro			

Due to the difficulty of connecting with the other campuses, the meeting was called to order at 2:40 .p.m with a welcome note from the Departmental Chair to our guests. On the AGENDA the following items were discussed:

- I. Successes and Accomplishments:
 - a. Dr. Elizabeth Schott and Dr. Juan Zaragoza informed members that their applications for ARC Grants were approved.

- II. Office of Research, Technology & Accountability by Dr. Stewart: He appreciated the invitation to the Math Department meeting and informed members about the role of his office and its position on the following 5 major issues:
 - a. RTA: - Report on student enrollment figures, with some slight increase in the numbers, and the release of the official numbers will be sometime in February. The Institutional Research office has done some rational surveys and research, promising transparency and data availability to faculty.
 - b. Institutional Effectiveness: - Already two sponsored submissions on record. He encouraged faculty to apply for grants that influence students' retention and success. The second round for submissions will be in the spring of 2016.
 - c. Inter-Collegiate & Athletics at FSW: Softball and baseball activities will start in the spring of 2016. Dr. Stewart encouraged faculty to help identify athletic students who needed help and inform their respective coaches on the academic concerns they may have.
 - d. Title IX/Equity: Issues of racial discrimination, sexual assaults and students behavior were the major reasons behind the mandatory online training that most faculty members took. Office personnel from his office were available for further explanations and training if needed.
 - e. Technology: Office equipment – mostly computers and software have undergone renewal and resetting to provide new technology features to faculty. For faculty, the refreshing exercise will be done once every 4 years. New technology for the college will be introduced every 7 to 8 years. Dr. Stewart informed members that 85% of faculty had their office technology replaced in the past year alone and that those who wished to keep their old system would remain on the renewing list every year.

- i. SB1720 was discussed since athletic students self-placed in MAT 1033.
- ii. A proposal was made to encourage students to take a placement or diagnostics test and help them decide if they were ready to register for the courses.
- iii. Topics of concerns:
 - Suggestions were made to involve faculty planning and constructions of buildings and classrooms and the corresponding multimedia equipment they should have.
 - U-building and N-building reported noise (dragging of tables and chairs) and air conditioning noise that disrupts instructional time.
 - Proposal for regular system maintenances especially on the lighting system and smartboard software issues was made.
 - Suggestions were made on increasing the wireless bandwidth to allow students to use their computers instead of relying on the college machines, provided there would be software to contain and control access to sites during class time.
 - Suggestions were presented on the need to test the security alert system during duty days.
- f. Dr. Stewart promised to look into some the concerns and appreciated the generous amount of time he was able to speak with faculty at the meeting.

III. A New Approach--- Robert “Dobin” Anderson and Juan Zaragoza:

Members were informed about the development of a new online homework delivery system that is being created by the founder of CANVAS Devlin Daley. It is expected to be tried during the spring 2017. Dr. Zaragoza shared that his approach of using mock exams could be enhanced by the use of this new software and encourages faculty teaching Calculus level courses to help him pilot his mock exam approach strategies which appear to be yielding positive results in MAT 1033 and MAC 1114 courses.

IV. October Minutes and Updates

- a. Minutes were approved after amendment to include the ending time of the meeting on the agenda.
- b. MML pilot program for MAT 1033 has a net price of \$77 for the access code and \$100 with the book. Repeat students would be allowed access to the course without paying for a new code if the pilot would not be continued in a subsequent semester. Professors Zaragoza, Cheban, Melendez and Magomo would pilot this in the spring 2016.
- c. A Calculator Committee to be chaired by Professor Ransford would look into concerns regarding use of a graphing calculator in MAT 1033 and other math courses.
- d. Sunshine Committee made up of Professors Buonocore and Eggleston to encourage members to make donations for continued supply of snacks and refreshments during meetings.
- e. Trigonometry Bypass Exam (25 questions, 90 minutes, score of at least 80% to bypass) designed by Professor Joan Van Glabeke would be administered on each campus, when requested.

V. Final Exams:

- a. MAC 1105 online exams were completed.
- b. Faculty advised not to scramble answer choices
- c. Scantrons for Institutional Research were in mailboxes for the ground courses.
- d. Members advised not to grade them before they are sent to Institutional Research for analysis. Alternative means such as photocopying or use of the question paper or separate scantron were suggested.
- e. Course coordinators were encouraged to send their exams to Professor Eggleston unless they preferred to distribute them themselves within the next week.

VI. STEM-NON-STEM chart: Postponed to future discussions

- VII. Integration Contest Submissions:
 - a. Professor Ransford encouraged members to make submissions.
 - b. The presentation provided a link to what was submitted in the past.

- VIII. Math Center Updates:
 - a. A TI-83/84 workshop has been requested through the SLS courses.
 - b. It was noted that the “Help Me Solve This” feature was overused by students.
 - c. Discussions were made on whether to reduce the Final exam review on Mylabsplus for the Math Center to print and help students. This idea was discouraged as students would regard the trimmed review as the expected final exam.
 - d. Members were encouraged to setup their homework to include the “Help Me Solve This” and “View an Example” feature but also create/use quizzes as these learning aid are not available there.

- IX. Thanksgiving Basket:
 - a. Members were encouraged to send their donations to the student life office on their campus.

- X. December meeting:
 - a. December 11th – since this is scheduled on the last day of final exams a proposal was made to move it to Monday, December 14th and combine it with a end of the year potluck.
 - b. It was suggested to not have an official meeting on that day, but rather discuss any business during the duty days of the spring semester.

- XI. Summer Classes
 - a. Online courses to be taught for full semester only.

- XII. AOB
 - a. Community of Practices for MATH ONLINE
 - b. Curriculum proposals and changes are due by February 5th.

There being no further business, the meeting ended at 4:20pm.