

***Minutes***  
 Mathematics Department Meeting  
 Sabine Eggleston, Chair, Mathematics  
 January 5, 2016, U-106

	Present	Absent	Excused
<b>Faculty</b>			
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		
Marjorie Thrall Moller	X		
Joan Van Glabeke	X		
Don Warren	X		
Terry Zamor	X		
Juan Zaragoza			X
Jaime Zlatkin	X		
<b>Guests</b>			
Susan Potts	X		
Martin McClinton	X		

**I. Math Meeting called to order by Prof. Eggleston at 10:30 am.**

**II. Announcements:**

- 5 New Adjuncts on Lee Campus; 3 new adjuncts on Collier Campus
- Ron Smith Retired
- 1 less adjunct on Hendry/Glades
- STEM Forum: Don, Juan, Cheban Ivana and Oscar made presentations
- JoAnn to give presentation from session at AMATYC on or about Jan 29.
- Kristi to give presentation on Fun Problem Solving on Feb 12.

**III. Susan Potts from Academic Advising gave presentation on Early Alert:**

- Early Alert can be accessed from the Portal or Canvas.
- There are different contacts for Early Alert for each campus, center, online and dual enrollment. The process starts with the request going to the contact depending on modality.
- The advisors review and involve other department such as Adaptive Services, Athletics, Residence, as necessary.
- There are three attempts to contact the student within 72 hours.
- A comment is made on the student record if the student has been early alerted. Academic support is available to come and speak to any class about the process.
- The current form is being modified to include if the student has never attended class, and if a withdrawal request is sent to the student. A withdrawal request cannot be submitted with 2 weeks of the withdrawal deadline.
- A question about early alert regarding athletes was asked. FERPA allows instructors to contact coaches regarding student.

#### **IV. Approval of November minutes:**

- Moved by Joan van Glabek, and seconded by Cindy Quehl.

#### **V. Discussion regarding Athletes:**

- There was a push for the diagnostic testing of Athletes to ensure that they are in the right course.
- Prof. Eggleston to reach out to the Athletic Director to make sure that students are signed up for the correct courses.
- To accommodate those students that need to go back a class, create a late start MAT 0057 or allow student to drop back to MAT 0057 in session B.
- Provide co-requisite options
- These questions, concerns would need to be brought before the 1720 committee to iron out late start issues as well as making sure we are abiding by state regulations.

#### **VI. MAT 1033 Full Integration of Canvas and MyMathLab:**

- Six classes piloting this semester including both ground and online.

#### **VII. Calculator Committee:**

- The interested parties are slated to meet and have been corresponding by email. The ad-hoc calculator committee will research and provide recommendations to present to the department for final approval. This may be a multi-step process.

#### **VIII. Fall 2015 Final Exam:**

- The administration of the exams went smoothly. We are awaiting the results in order to work on next Fall's exams.
- One concern was the duplicate work involved in grading the large scantrons. Ask about the feasibility of a machine that can grade them.
- We will begin the Fall Final Exams as soon as the results are obtained. The earlier the exams are available to be vetted, the more comprehensive they can be, covering the necessary outcomes.

#### **IX. Stem/Non-Stem Chart :**

- To be discussed later, per Don Ransford.

#### **X. Courses that are looking at new Textbooks.**

- MAT 0057/0058
- MAT 1100
- MAT 1033 – going to new edition if no objections
- MAC 1105
- The department will abide by the decision of the book selection committees.

#### **XI. College Level Math (CLM) Testing:**

- Used to allow entry into Calculus I. Not very common, but needs to be available for qualified students. Will be needed for Fall 2016. Old benchmark numbers to be obtained from other institutions.

## **XII. Syllabus and Course Guidelines:**

- This was introduced to get everyone thinking about them, especially the proposed changes to bullet IV on the course syllabus.

## **XIII. Wish list:**

- Mathematical Research for faculty and students.

## **XIV. Spring Meeting dates:**

- Feb 12, and April 18 from 1pm – 2:30pm.

## **XV. Adjourned at 12:10pm.:**

- Joan van Glabek moved and JoAnn Lewin seconded.