

Minutes

Mathematics Department Meeting, Florida SouthWestern State College

Dr. Ivana Ilic, Mathematics Department Chair

January 10, 2020 9:00 AM – 11:00 AM

Location: Lee U-102, Charlotte O-118, Collier A-103, Hendry/Glades A-114

Faculty	Present	Absent	Excused	Faculty	Present	Absent	Excused
Cheban Acharya	X			Ivan Melendez	X		
Tatiana Arzivian	X			Cecilia Mendell	X		
Rona Axelrod	X			Kristi Moran	X		
Karen Buonocore	X			Douglas Nering	X		
Mark Cevallos	X			Bharat Patel	X		
James Chan	X			Cindy Quehl	X		
Michael Chiacchiero	X			Donald Ransford	X		
Tina Churchill	X			Joseph Roles		X	
Sabine Eggleston	X			John Salem	X		
Laurice Garrett	X			Elizabeth Schott	X		
Rebecca Gubitti	X			Sandra Seifert	X		
Beverly Hall	X			Christine Smith	X		
Ivana Ilic	X			William Stoudt	X		
Bertram Lawrence	X			Dimitry Yusin	X		
David Licht	X			Terry Zamor	X		
Kelsea Livingstone	X			Duval Zephirin	X		
Douglas Magomo	X			Jaime Zlatkin		X	
Daniel Marulanda	X						

- I. Adoption of Agenda: Call to order 9:02 am Dr. Ilic
- II. Approval of Minutes: Motion to approve with minor corrections as suggested, Rebecca Gubitti, second David Licht. All in favor, no objections, no abstentions.
- III. New Dean of School of Pure and Applied Sciences: Dr. Donald McGarey
 - Science Olympiad – Dr. McClinton will be sending out emails for volunteers to the department.
 - Reminder from Andy to verify your classes through the portal. (Attendance)
 - Faculty may be receiving an email from Dr. McGarey requesting faculty schedule and office hours. In the transition some of the schedules have not been received. Look over your schedule and review for errors (room numbers etc.). Faculty need to have 10 min

between office hours and classes. Office hours is currently being reviewed in the COP, aware there may be some exceptions, Dr. McGarey is reviewing this in the context of the operating procedures.

- Reminder to verify your Faculty Load and Compensation in the Portal.

IV. Success and Accomplishments: Faculty introductions to Dr. McGarey.

V. Adjunct faculty mentors

- New Adjunct Faculty Member on Lee Campus – Djavanshir Gadjiev – Need a Faculty Mentor. Please email Ivana if you are interested.
- Mandatory Mentor Workshop - Check if you are on the list to mentor adjunct faculty and if you have completed the workshop. This workshop needs to be completed for mentoring adjunct faculty and the required observation in the classroom.
- Email provided dates and times of workshops and link to register 1/24 and 2/28.
- This process is very important to the adjunct and part of their portfolio.

VI. Spring 2020 and Fall 2019 course level assessments – Update from Mark Cevallos

- Open discussion: Mark did an excellent job in getting materials to instructors. He will be working on the exam format so that you do not have to print excessive pages, and still be sure that it is legible for the students.
- Trig Final Exam discussion: two-part final exam (calculator and non-calculator). This is difficult to do with an online class during Proctorio proctored exam (split in two 45 min sessions). Concern that the student has more advantages online, does not have to take in sequence and can space the portions out. Suggestion to have student make appointment to take the exams on same day and block scores until after all are taken so that the student can not see results until both parts are completed. The data will be reviewed over the next two months and the topic revisited to assess if changes are needed.
- Mark: From Learning Assessment do we want spring assessment data. Faculty discussion: The cycle will be completed same as before and will continue the assessment process for Spring 2020.

VII. FSW Mathematics Teachers' Institute-updates: Donald Ransford

- FEE submitted grant approved for \$7500. This will be for stipends for teachers attending. Lodging will be provided at the Hilton Garden, travel expenses will be paid. Don is working on an online application process. They have already been sent the

general information regarding the event. Requests will be sent out for volunteers to help, June 10-12, Wednesday/Thursday/Friday.

VIII. Florida K-12 mathematics standards-updates: Donald Ransford

- The final draft has been submitted. Don is going to Tallahassee with hopes to bring back to the Teaching Institute what standards have changed, as well as other pertinent information.

IX. Study Abroad-Italy-updates by Gubitti, Schott

- Distributed new flyers to faculty. Encouraged faculty to talk to student and encourage them to explore the possibility. There is financial aid and scholarships that may be available to them. The cost is for 30 days in Italy including excursions every weekend. Students will also have credit hours from the courses taken. Supporting this initiative will encourage future study abroad opportunities.
- Elizabeth Schott is working on a Canvas Course to support this endeavor.

X. MyLabsPlus Spring 2020 courses status - updates by Eggleston

- 12/4 email received spring courses were loaded and ready. The next day courses were not loaded, then when some did load, they had a corrupt shell. (Possibly only STA, MGF, and MAT 0057 loaded correctly still identifying the scope of the problem).
- When problem was identified, course was reloaded, then it was found that some instructors had double courses. Sabine worked with instructors who had double courses and communicated to publisher's customer support to limit impact on courses.
- It was identified that some students also had double courses, one with assignments one without. An email to let faculty know a Refresh in MLP (not the Google Chrome) would take care of updating the dashboard for the correct class, this would also work for students.
- Discussion of faculty with different options in dealing with issue.
- Resolution – Sabine communicated with MLP support team to have all courses with no activity in them hidden. If an instructor or student has issues when this takes place contact Sabine.
- Sabine: There has been considerable issues with MLP, as a department faculty need to look at a different platform to support our needs.

XI. General education requirements (mathematics) and FSW mathematics sequence of courses-
Ransford

- MAC1106, MGF1108, MGF1113: Request to take them to curriculum committee and have them moved to our core classes for the AA degree. Elizabeth Schott motion to add the above classes to the core classes AA degree, Mark Cevallos second. All in favor no objections, no abstentions.
- State statute allows for a logic course as an option for a math course. There are other colleges that allow for logic courses for non-stem students to count for a mathematics course.

Discussion: Research and discussion needed in how this may affect out students transferring to a 4-year institution. Would the course be taught by mathematics faculty? Possibility of looking into other pathways to support our students, perhaps MGF1121 would be an option and taught by mathematics faculty. To encourage critical thinking that is not just algebraic.

XII. eLearning information –Rozalind Jester, director of FSW eLearning

- Discussion on MLP issues. Each semester, FSW sends a file to Pearson to create mathematics courses in MyLabsPlus. Our responsibility is to get them the data, the same file with different data each term. Then Pearson uses the file to create the courses.
- MyLabsMath – has deep integration with Canvas, no manual file transfers or management of two different grading platforms. Launches directly from Canvas. eLearning and Canvas support have a very difficult time supporting students with MyLabsPlus. Encourage faculty to change online learning platform, there are many benefits in changing to a more integrated platform with Canvas.
- Can proctor directly in MyLabsMath, rather than building an assessment in Canvas.
- Discussion of known issues and benefits of changing from eLearning. They can support the department with the transition to a new platform. Decision will need to be made by end of February for Summer 2020 and Fall 2020 textbook adoptions. If we cannot resolve/decide by February, transition can be scheduled for Spring 2021.
- Roz – Thank you to the Proctorio Super User group. Encouraged faculty to use the Faculty Online Took Kit and the new course that was developed for students. Tickets should be submitted to the helpdesk and the will be routed to eLearning.

- External cameras are available for students to get on loan from the library. There are also a few in eLearning for students who do not have funding to purchase one.
- Thank you to eLearning for the tutorial, it has been very helpful for online students. There are several ways for a student to take the tutorial, live webinars, Canvas course or through a direct link that can be given to the students. They will receive a certificate of completion.
- Open discussion: MyLabsMath could be more expensive, however the technical issues are increasing we may need to switch. We need to stay with same textbook once it is adopted for two years (three years), can change from mylabsplus to mylabmath since same provider. If we want to switch to a new provider would have to be after the minimum two-year (three years) adoption time is completed.
- Since decision needs to be made in February, a separate meeting will be made over Zoom to discuss the MLP/MyLabsMath. Ideas will be shared via email and Zoom so that it can be discussed, and progress made at February's meeting. Ivana will coordinate a Zoom meeting for discussion.

XIII. Course materials: MAC 2233 Calculus for Business and Social Sciences I

- Textbook selection committee is working on textbook recommendation.
- Daniel Marulanda is working on online section for MAC 2233.

XIV. MAC 1105 MyLabsPlus optional assignments and suggested changes-Cevallos

- Mark- Has faculty used the supplemental MAC1105 questions- Feedback- some faculty have used a few of them. He asked if could try to try them and bring discussion items to meeting so that decision can be made to add them permanently into the current assignments.

XV. FSW mathematics department technology-related policy-Ransford – Tabled until next meeting.

XVI. Community of Best Practices –Mathematics

- Kelsea, Tina and Daniel will be taking over facilitating Community of Best Practices from Libby and Laurice.
- Dr. Cheban Acharya will be presenting at Community of Best Practices immediately following Department meeting. Thank you to Cheban for being flexible and rescheduling to this time.

XVII. Professional Development –FSW Teaching and Learning Center

- 2020 SWFL Symposium on Teaching and Learning Thursday 1/30 FGCU and Friday 1/31 FSW.
- XVIII. Mathematics Department Get Together: President box for the department 2/19 at 7pm for the Men's basketball game. Need to check if the additional can go to the president's box or if it is faculty only.
- XIX. Committee updates
- Symposium – Friday given to FSW to support our PD Fridays, encourage Faculty to attend. The speaker is from pure and applied science. Encourage all faculty to attend the event and support this initiative in cooperation with FGCU.
- XX. Faculty updates
- XXI. New business
- Libby: There is a math competition in modeling. Judges are needed to triage the papers, no grading, scale of 1-7. \$10 per paper read. This will be in the first three weeks of march. Email Libby if interested.
- XXII. Adjourn: Motion 11:09 am David Licht and Bill Stoudt second the motion.