

Minutes

Mathematics Department Meeting, Florida SouthWestern State College

Dr. Ivana Ilic, Mathematics Department Chair

April 30, 2020 12:00 AM – 2:00 PM

Meeting location: **Zoom** meeting; Meeting ID: 947 5216 4113

Join Zoom Meeting:

<https://fsw.zoom.us/j/94752164113?pwd=U3VScU1LeWhBMHphS29lV3B4K3MxZz09>

In attendance:

Faculty	Present	Absent	Excused	Faculty	Present	Absent	Excused
Cheban Acharya	x			Ivan Melendez	x		
Tatiana Arzivian	x			Kristi Moran	x		
Rona Axelrod	x			Douglas Nering	x		
Karen Buonocore	x			Bharat Patel	x		
Mark Cevallos	x			Cindy Quehl	x		
James Chan	x			Donald Ransford	x		
Michael Chiacchiero	x			Joseph Roles	x		
Tina Churchill	x			John Salem	x		
Sabine Eggleston	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						

In attendance: Donald J. McGarey, Ph.D., Dean, School of Pure and Applied Sciences

- I. Adoption of Agenda: Agenda adopted as presented with one update: Canvas Commons is added. Meeting called to order. This is the last Mathematics Department meeting for Spring 2020.
- II. Approval of Minutes: April 10th. Minutes adopted as presented. All in favor, none opposed no abstentions.
- III. Success, Accomplishments, Announcements.

IV. Pearson plans to sunset MyLabsPlus in Fall 2021. MyLab Math (with Canvas integration or without) is available (instead of MyLabsPlus) to accompany current Pearson textbooks used in mathematics courses. MyLabsPlus software accompany Pearson textbooks currently used in the following mathematics courses: MAT 0057, MAT 1033, MAT 1100, MAC 1105, MAC 1140, MAC 1114, MAC 1147, MGF 1106, MGF 1107, MGF 1113, STA 2023.

Mathematics Department have developed online Canvas master courses in courses that have Pearson course materials and MyLabsPlus: MAT 0057, MAT 1033, MAC 1105, MAC 1140, MAC 1114, MGF 1106, MGF 1107, STA 2023. Courses with course level assessment and Pearson course materials: MAT 0057, MAT 1033, MAC 1105, MAC 1140, MAC 1114.

Discussion took place regarding MyLabsPlus and possible transition paths for the courses listed above: continue to use current textbooks with MyLab Math (could be with Canvas integration or without) instead of MyLabsPlus or search for new course materials (that includes software).

Faculty expressed their opinion on the matter. Different opinions were expressed: keeping the same course materials/textbooks and recommendation for using MyLabMath, recommendation to search for new course materials, concern that the repetitive technical issues with MyLabsPlus will continue with MyLabMath, keeping the same textbooks but change the software from different publisher, developing course materials by faculty.

Motion was made by professor Don Ransford to continue to use the same textbooks in the courses that use MyLabsPlus and to transition to use MyLabMath instead of MyLabsPlus.

Motion passed with 28 in favor, 0 opposed, 5 abstentions. Faculty stated that this is not commitment to publisher but rather a way to preserve continuity; as course materials are up for adoption for particular courses, Mathematics Department will proceed as for any other course materials search/adoption.

Discussion took place about the transition in two phases: first group of courses to transition in Spring 2021 and second group in Summer 2021; none later than Fall 2021. Proposal was made that MAC 1140, MAC 1114, MAC 1147, MGF 1106, MGF 1107, MGF 1113, STA 2023 transition in Spring 2021 and MAT 0057, MAT 1033, MAT 1100, MAC 1105 in Summer 2021 but the final decision was left for later. Motion was made by professor Sabine Eggleston to transition the courses in two phases: first group of courses to transition in Spring 2021 and second group in Summer 2021; none later than Fall 2021. Motion passed.

V. MAC 2233 Calculus for Business and Social Sciences I: Hawkes Learning Courseware.

New course materials have been adopted for MAC 2233 Calculus for Business and Social

Sciences I course that will be used starting from Summer 2020 in online sections and starting from Fall 2020 in both online and face-to-face sections. The title is Essential Calculus – D. Franklin Wright, Spencer P. Hurd, and Bill D. New, 2nd Edition. Publisher is Hawkes Learning. This textbook is accompanied with Hawkes Learning courseware.

Hawkes Learning courseware Zoom info session (initial training) is scheduled:

Friday, May 1, 2020 starting from 10:00 AM EST (10:00 AM-11:30 AM).

Faculty who are teaching or may be teaching MAC 2233 Calculus for Business and Social Sciences I course in the future semesters, are informed about initial training session. Link to the Zoom meeting is provided. Meeting Agenda: Hawkes Support and Account Access, Master Course Shell, Grading Structure, Assignments and Customization, Reporting & Analytics, Canvas Integration.

VI. Canvas Gradebook

Canvas Gradebook requirement is the same as in previous semester: "Gradebook set up in Canvas should reflect the grading structure outlined in your syllabus and include a record for all assignment grades that contribute to the final course grade".

The following is set of instructions how to transfer scores from MyLabsPlus to Canvas:

VIDEO: Importing MLP Assignments Into Canvas

https://fsw.mediaspace.kaltura.com/media/t/1_uiayg4db

STEP-BY-STEPGUIDE: How To: Import MLP Assignments Into Canvas

<https://fsw.teamdynamix.com/TDClient/2031/Portal/KB/ArticleDet?ID=87535>

If not able to transfer grades to Canvas from MyLabsPlus: export full gradebooks, name the file with Term_Course_Section_InstructorName and send them to elarning@fsw.edu

Rona Axelrod demonstrated how category overall scores can be temporarily hidden in Canvas while grades are in process of transfer from MyLabsPlus into Canvas.

VII. Canvas Commons

eLearning would like to start making better use of Canvas Commons. Professor Rona Axelrod presented the proposal from eLearning and initial setup: Mathematics Department group is created where mathematics faculty can share Canvas items. Motion was made for Mathematics Department to start using Canvas Commons. Motion passed. eLearning is considering using Canvas Commons for sharing master Canvas courses for import. This would include FSW Master courses and also new courses that faculty develop and would like to share with colleagues. Concern regarding integrity and security of assessments in Canvas Commons was raised.

VIII. Committee updates:

Rona Axelrod, eLearning Coordinator, drafted a guide for those that are becoming certified to teach online. The eLearning coordinators are assisting with the faculty going through online certification process.

IX. Faculty updates

X. New business

Professor Douglas Magomo proposed that department develop MAC 1147 - Pre-Calculus Algebra/Trigonometry online course by using content from already developed online courses MAC 1140 Pre-Calculus Algebra and MAC 1114 Trigonometry. There is increase demand in online course development at College level across multiple disciplines due to sudden transition from face-to-face to online teaching in Spring 2020. eLearning has imposed limitations on number of courses that can be developed/reviewed before Summer 2020 start. Need for development of MAC 1147 - Pre-Calculus Algebra/Trigonometry online course has been acknowledged in addition to the following mathematics courses for which online course shell is not yet developed: MAT 1100 - Mathematical Literacy for College Students, MAC 2312 - Calculus with Analytic Geometry II, MAC 2313 - Calculus with Analytic Geometry III, MGF 1113 - Mathematics for Teachers. eLearning will be contacted with the request for the development of the online MAC 1147. According to FSW CNA "... before a faculty member is selected for development of any online courses, he/she must successfully complete DEV 101". DEV 101: Design Engage Visualize course includes modules on Quality Matters, Universal Design and Access and OER, Copyright and Fair Use.

XI. Adjourn 2:05 pm.