

Minutes

Mathematics Department Meeting, Florida SouthWestern State College

Dr. Ivana Ilic, Mathematics Department Chair

January 14, 2022 9:00 AM – 11:00 AM

Meeting location: Thomas Edison (Lee) Campus room U-102 and **Zoom** meeting

<https://fsw.zoom.us/j/95093995131?pwd=Y25yYWZPT0E0aHBQNVZ0cINseWNVdz09>

In attendance:

Faculty	Present	Absent	Excused	Faculty	Present	Absent	Excused
Cheban Acharya	x			Ivan Melendez	x		
Rona Axelrod	x			Kristi Moran	x		
Karen Buonocore	x			Bharat Patel	x		
Robert Cappetta	x			Cindy Quehl	x		
Meghan Carlson	x			Donald Ransford	x		
James Chan	x			Joseph Roles	x		
Michael Chiacchiero	x			John Salem	x		
Tina Churchill	x			Elizabeth Schott	x		
Kelsea Cid		x		Sandra Seifert	x		
Sabine Eggleston	x			Christine Smith	x		
Rebecca Gubitti	x			William Stoudt	x		
Ivana Ilic	x			Dimitry Yusin	x		
David Licht	x			Terry Zamor	x		
Douglas Magomo	x			Duval Zephirin	x		
Daniel Marulanda	x			Jaime Zlatkin	x		

Dr. Martin McClinton, Interim Dean, School of Pure and Applied Sciences and Vice Provost, Academic Affairs attended first half of the meeting. Andrey Glubokov, adjunct faculty, attended the meeting.

- I. Meeting called to order at 09:02 AM.
- II. Agenda is adopted as presented.
- III. Approval of Minutes: November 12, 2021 Meeting Minutes approved as presented.
- IV. New Dean, School of Pure and Applied Sciences
Effective May 16, 2022 Dr. Elizabeth Schott is new Dean, School of Pure and Applied Sciences.

V. Success and Accomplishments

- Jaime Zlatkin reported family news and progress on her home restoration after flood.
- Don Ransford has been nominated by the FSW College to participate on the Next-Generation ACCUPLACER Standard Setting Subject Matter Experts committee that will work on standard setting convening as Subject Matter Experts for the Next-Generation ACCUPLACER subject-area assessments to identify and recommend cut scores for placement into introductory college-level credit-bearing courses. The new standards will be recommended for adoption by the State Board of Education to be incorporated into rule for Florida College System and statewide use.
- Spring 2022 Welcome Week –Welcome Back Bash with Department Fair organized by Office of Student Engagement. School of Pure and Applied Sciences: Mathematics Department Table & Sciences Department Table. Mathematics Department table hosted by Magomo on 1/6/2022 and Ilic on 1/5/2022.
- Dr. McClinton, Interim Dean, School of Pure and Applied Sciences and Vice Provost, Academic Affairs has sent the Summer 2022 schedule to full-time faculty for input and is working on Summer 2022 teaching assignments. Number of course sections of MAT 1033 vs. number of sections of MGF 1106 offered in the Summer 2022 was briefly discussed.

VI. Curriculum changes

Curriculum changes proposals for MGFs (1106, 1107, 1108, 1113), MAC 1106, MAC 1114, STA 2023, MAC 1105 courses are submitted to Curriculum Committee. Curriculum proposals are prepared in Curriculog by Libby Schott and Don Ransford.

Before moving forward from the department, full proposals were sent to mathematics faculty by e-mail and posted in Mathematics Department Microsoft Teams, to review/comment.

Proposals are in Curriculog in the process of review/comment/approval.

Libby Schott reported on the status of the curriculum proposals and Curriculum Committee Chair/Vice Chair/Registrar and questions/suggestions within Curriculog regarding the proposals:

- MGF 1106 Mathematics for Liberal Arts I, MGF 1107 Mathematics for Liberal Arts II, MGF 1113 Mathematics for Teachers
 - From: College-level math placement, or MAT 0057 (or higher) with a “C” or better, or SB 1720 exemption
To: SB 1720 exemption, or college-level math placement, or MAT 0057 with a “C” or better.
 - The “(or higher)” statement would be covered by the college-level math placement.
- MGF 1108: Honors Mathematical Ideas & Explorations
 - From: College-level math placement, or MAT 0057 (or higher) with a “C” or better, or SB 1720 exemption, and acceptance into the Honors Scholar Program or by Dean Approval
To: SB 1720 exemption, college-level math placement, or MAT 0057 with a “C” or better. Acceptance into the Honors Scholar Program or Dean approval is also required.
 - The “(or higher)” statement would be covered by the college-level math placement. Suggested is to split the prerequisites into two sentences to make it clear that the Dean approval is an alternative to the acceptance into the Honors Scholar Program rather than exempting all other prerequisites.
- STA 2023: Statistical Methods I
 - From: Required STA 2023 placement score, or MAT 1100 or MAT 1033 (or higher) with a “C” or better, or a high school statistics course with a “B” or better.
To: Successful completion of a high school statistics course with a “B” or better or college-level math placement at the STA 2023 level, or one of

the following courses with a “C” or better: MAT 1033, MAT 1100, MGF 1106, or MGF 1113.

- Option of changing MGF 1106 and MGF 1107 course titles were discussed. Proposed was to title MGF 1106: “Mathematics Appreciation” and to title MGF 1107: “Mathematics Applications”. Discussion took place. Reasons in favor of the courses name changes suggested: I and II in the name of “Mathematics for Liberal Arts I” and “Mathematics for Liberal Arts II” suggest that MGF 1106 and MGF 1107 are sequential; Advising; Marketing, etc. Reasons stated for keeping the courses names unchanged: name change possibly confusing to students when determining if there is difference between MGF 1106 Mathematics Appreciation and MGF 1106 Mathematics for Liberal Arts I course and if student has completed the MGF 1106 course, correspondence with course name in the statewide course numbering system, etc. Motion was made by Don Ransford to change the name of the course “MGF 1106 Mathematics for Liberal Arts I” into “MGF 1106 Mathematics Appreciation”. After discussion the motion was withdrawn by Don Ransford.

VII. FSW Mathematics Pathways, Canvas course-Libby Schott

Draft of FSW Mathematics Pathways informational/promotional materials were presented. Mathematics faculty asked to inform Mathematics Department Chair if interested in continuing to work on the materials and the content of the Canvas course that is planned to hold information for students about FSW Mathematics Pathways.

VIII. Placement Test Scores (Mathematics) Updates-Tina Churchill

Curriculum changes planned to take effect in Fall 2022. Placement Test Scores (Mathematics) update is needed to reflect proposed curriculum changes.

- Motion to *change Placement Test Scores for courses MGF 1106 Mathematics for Liberal Arts I, MGF 1107 Mathematics for Liberal Arts II, MGF 1113 Mathematics for Teachers to the values of current (Spring 2022) Placement Test Scores of MAT 1033 Intermediate Algebra and MAT 1100 Mathematical Literacy for College Students;*

and to keep current Placement Test Scores for MAC 1106 Combined College Algebra/Pre-Calculus unchanged was adopted.

- Don Ransford moved, Sabine Eggleston seconded
 - Poll 15: Out of 28 responses: 25 in favor, 1 opposed, 2 abstain

IX. MAC 1106 Combined College Algebra/Pre-Calculus preparation for Fall 2022

- Course coordinators Sandra Seifert and David Licht are preparing MAC 1106 Combined College Algebra/Pre-Calculus MyLab Math course content for Fall 2022.
- Number of sections of MAC 1106 Combined College Algebra/Pre-Calculus and MAC 1114 Trigonometry expected in the Fall 2022 discussed by David Licht considering current and past number of sections MAC 1147 - Pre-Calculus Algebra/Trigonometry and MAC 1114 Trigonometry offered.
- Don Ransford reminded faculty to review course materials for MAC 1140/1114/1106 (at the time of new course material adoption) since more faculty may teach the course.

X. Course materials: MAP 2302 - Differential Equations I

New edition of the textbook for MAP 2302 - Differential Equations I course is available.

Current textbook used is: First Course in Differential Equations, 10/e, Zill, CENGAGE (with modeling appl Access) ISBN: 9780495991335.

MAP 2302 Textbook/Course Materials committee: Douglas Magomo, Cindy Quehl, Elizabeth Schott, Ivan Melendez, Ivana Ilic.

Cindy Quehl will take the lead to organize the discussion for the textbook selection.

XI. Course materials: MAT 1033, MGF 1106/1107, Summer 2022 and Fall 2022 Course materials

- MAT 1033 and MGF1106/1107 current course materials –New edition of the textbook available for Fall 2022. General agreement is to continue to use the same textbook edition in MAT 1033 and MGF1106/1107 as in Spring 2022.
- Summer 2022 and Fall 2022 Course materials adoptions.

- Faculty to notify Dean's Office (by the end of February) if in mathematics course they are teaching in Summer 2022 or Fall 2022 are using course materials different from adopted by Mathematics Department.

XII. MyLab Math, Bookstore-Eggleston, David Licht

- MyLab Math Access code from FSW Bookstore-David Licht
Complex procedure to obtain MyLab Math access code after purchasing at FSW bookstore: PIN number is given which student then use at the designated website to obtain MyLab Math access code. Instructions for students how to navigate this process are needed.
- Instructions for students how to obtain the MyLab Math Access code upon purchasing it from FSW Bookstore-Licht, Eggleston
Sabine Eggleston will create the instructions and make them available at Math Website Canvas course for instructors to use.
- Duration of validity of MyLab Math Access code (18w/24m)
- Price change
- FSW Bookstore website navigation to determine textbook used in the course requires selecting campus.
- Complimentary MyLab Math Access code (for special circumstances) is still available through BUCS Care Office.
- MyLab Math Bootcamp (for faculty) available on January 18 and January 19 at 3:00 PM: 30 minutes bootcamp to show the new enhancements in MyLab Math that went live at the end of December and to take a look at some resources for helping students with conceptual understanding and quick refresher of the MyLab updates that went live this summer.

XIII. QM Online Course Review-Dmitry Yusin

"Request an Official QM Online Course Review" is available on:

<https://fsw.teamdynamix.com/TDClient/2031/Portal/Requests/ServiceDet?ID=48966>

for submitting online course for an Official Quality Matters (QM) Review.

Currently QM certified mathematics courses are: MAC 2233 Calculus for Business and Social Sciences I, MAT 0057 Mathematics for College Success, MAT 1100 Mathematical Literacy for College Students.

XIV. MAT 0057 tests and final exam

Discussion about test scores required in order to proceed with the course completion and to take final exam.

➤ *Motion to form group/committee to consider MAT 0057-Mathematics for College Success test scores requirements to progress through the course and complete final exam was adopted.*

- Main motion Sabine Eggleston moved, Terry Zamor seconded
 - Poll 17: Out of 25 responses: 25 in favor, 0 opposed, 0 abstain

➤ *Motion to amend main motion by adding that the decisions that the committee make regarding the MAT 0057 test scores and progressing to take the final exam is to be accepted by the Mathematics Department was adopted.*

- David Licth moved, seconded Joseph Rolles
 - Poll 16: Out of 28 responses: 23 in favor, 2 opposed, 3 abstain

Jaime Zlatkin will facilitate the conversation about the MAT 0057 tests scores and final exam. The following are faculty who have expressed interest to participate on this committee: Jaime Zlatkin, Terry Zamor, Karen Buonocore, Sandra Seifert, James Chan, Rebecca Gubitti, Tina Churchill, Joseph Roles, Ivana Ilic.

XV. Faculty evaluation forms, due dates

Forms, instructions, timeline: available on Document Manager: browse » folders » academic affairs » faculty evaluation folder.

XVI. Adjunct faculty portfolio, adjunct faculty mentoring, training

Friday, March 25, 2022-Adjunct Faculty Portfolio Submission Deadline for all adjunct faculty members who up for renewal for 2021-2022

Friday, March 25, 2022 -Adjunct Faculty Mentoring Compensation Submission Deadline for faculty who have provided mentoring for 2021-2022

Adjunct Faculty Portfolios are to be submitted in Canvas LMS: *2021-2022 Adjunct Faculty Portfolio* Canvas course. Submissions timeframes: from Tuesday, January 18, 2022 through Friday, March 25, 2022.

Training for faculty mentors:

Session: Mentoring Mattes: Building Community Through Faculty Mentoring

Date: Friday, February 25, 2022 Time: 12:30 PM-1:15 PM Location: Online/Via Zoom

Training for adjunct faculty:

Session: Reflections: An Introduction to the Adjunct Faculty Portfolio Process @ FSW

Description: This collaborative and engaging session outlines the Adjunct Faculty Portfolio development and review process. Incorporating the perspective of the Adjunct Faculty member, their mentor, and reviewer. Participants will be provided with essential resources and guidance in developing a quality and successfully adjunct portfolio for completion and submission, into the Adjunct Faculty Portfolio Canvas course. In addition, this session will address such topics as: Submission guidelines, where to find support in developing components of the adjunct portfolio, and what to expect once your portfolio is submitted.

Thursday, January 20th 2:00 PM-2:45 PM

Friday, February 25th 11:00 AM -11:45 AM

Wednesday, March 9th 3:00 PM-3:45 PM

Location: Online/Via Zoom

XVII. Learning Assessment -Kristi Moran

LAC and AASPIRE will be holding the following March PD Friday sessions to review the submissions and assessment process for assignments in Think and Investigate:

- "Talking about a 'Think' Assignment," Friday, 3-25, 9 am
- "Talking about an 'Investigate' Assignment," Friday, 3-25, 10 am

For more info about these sessions, check the TLC webpage or contact Elijah Pritchett or Joseph Van Gaalen .

Assessment review happens in the spring (for most departments). AASPIRE is encouraging everyone to think about it and bring ideas to the review sessions.

- XVIII. MyLabs Plus. MyLabsPlus retires on March 31 2022.
Instructors will have access to MyLabsPlus until March 31, 2022.
After March 31, 2022, all Plus campus sites will be closed.
Starting from Summer 2021 MyLab Math integrated with Canvas, with Automatic Grade Sync On, is used instead of MyLabsPlus.
If MyLab Math integrated with Canvas, with Automatic Grade Sync On, is set according to instructions provided, grades should sync automatically from MyLab Math to Canvas (in Summer 2021, Fall 2021, Spring 2022).
Requirement: Beginning Fall 2019, all course sections were required to utilize the Canvas gradebook to keep a record of students' grades. The gradebook set up in Canvas should reflect the grading structure outlined in the syllabus and include a record for all assignment grades that contribute to the final course grade. Faculty that were using MyLabsPlus during the semesters were required to either upload MyLabs grades into the Canvas gradebook or to send the exported gradebook as Excel file to FSW eLearning for storing.
MyLabsPlus is available to faculty before March 31, 2022 to individually export the data for their past courses.
- XIX. Athletic Engagement event for Mathematics Department (Saturday, Feb 19)
As announced by Provost, Athletic Engagement-Spring 2022 events are scheduled. Mathematics Department faculty (both full time and adjunct) and their families reserve the date:
- Saturday, February 19, 2022 for Athletic Engagement-Spring 2022
Event: Basketball Miami Dade 12:00 PM Women and 2:00 PM Men
 - Tickets, seating, food and beverages are provided.
- Faculty are asked to indicate on the shared document, by Wednesday 1/12/2022 (extended to 1/14/2022) if plan to attend and how many guests (family members), if any, will join.
- XX. FPD Ancillary Funds

From the Professional Development Committee: with the help of the Provost's Office, the Committee have developed a fund for non-travel related professional development expenses, such as book purchases and professional association dues. Faculty may submit application at: <https://forms.gle/RFEU5nGpyzmfJn7N6>

XXI. StatPREP-Rona Axelrod

Registration is now open for FSW StatPREP Workshop: May 20 and May 21.

Florida SouthWestern State College (Thomas Edison Campus) will host a two-day in-person StatPREP Workshop on Friday May 20th and Saturday May 21st.

Registration for the FSW StatPREP Workshop is now open. Select the link below to access workshop information, application requirements, COVID Protocols, and instructions on how to apply. Registration portal will close on Monday, February 28th at 11:59 PM Eastern Time.

<https://www.maa.org/programs-and-communities/professional-development/stat-prep#Apply>

Faculty will need Letter of Support from Dean/Chair for the StatPREP registration.

XXII. 2022 Southwest Florida Symposium on Teaching and Learning: Transformation Through Reflection: Our Teaching and Learning Journey (FSW and FGCU)

For more information, visit <https://www.fgcu.edu/lucascenter/programs#Symposium>

XXIII. Community of Best Practices-Mathematics Focus

Date: Friday, January 14, 2022

Title: Mathapalooza

Time: 12:00 PM – 1:00 PM

Presenters: Elijah Pritchett (Chair of Learning Assessment Committee) and Joe Van Gaalen (Team AASPIRE)

Description: Syllapalooza - math style! Come dip your toes in the competency pool. To jump start our syllabi review, we have invited the experts, Elijah Pritchett (Chair of the Learning Assessment Committee) and Joe Van Gaalen (Team AASPIRE), to assist the math faculty by reviewing the syllabus, course competencies, and learning outcomes for

MAC 1105: College Algebra. If time permits, there will be an open discussion regarding the common course final exam assessment.

XXIV. Faculty Learning Community

FSW's Teaching and Learning Center is sponsoring a Faculty Learning Community experience for the course as a cohort. The Faculty Learning Community will meet on Zoom over five weeks.

Objectives:

- Develop an inclusive course design model.
- Explore participants' preparation for talking about issues of social justice, diversity, and equity in personal, professional, and college-wide domains.
- Model an approach for better understanding of and empathy for our complex social experiences and perspectives.
- Share strategies for creating learning environments encouraging the success of all students

Meeting Times: The course will run in January 24 through February 28 with Faculty Learning Community meetings from 10:00am – 11:00am on the following Mondays: January 31, February 7, February 14, February 21, February 28

The course allows up to twelve participants and participants will receive a certificate of completion for the course. The Learning Community is open to both full-time and adjunct faculty members. Zoom link will be sent to registered participants.

Facilitators: Professor Terri Housley, Psychology; Dr. Monica Krupinski, Humanities

XXV. Committee updates

XXVI. Faculty updates

- Rona Axelrod: Letter of Support from Dean/Chair is needed for StatPREP workshop registration.
- Rebecca Gubitti: Information technology issues in the classroom. Some technology issues on Hendry Glades reported by Sandra Seifert.
- Don Ransford: Math Teachers Institute conference cancelled, funds still may be available for future Math Teachers Institute conference.

- Don Ransford: 48th AMATYC Annual Conference, Toronto, Ontario
November 17 – 20, 2022, Virtual Days: December 2 - 3, 2022
Deadline for submission of presentation proposals is February 1, 2022.

XXVII. New business

XXVIII. Adjourn 11:10 AM