

Meeting Minutes

Mathematics Department Meeting Agenda

Friday, February 14, 2025, 9am – 11am

On Zoom <https://fsw.zoom.us/j/88389069523?pwd=RyQ6qdOxoT7KcjnbMevmq1aznZbUtL.1>

Faculty	Present	Absent	Excused	Faculty	Present	Absent	Excused
Cheban Acharya	x			Kristi Moran	x		
Chris Anderson	x			Bharat Patel	x		
Robert Cappetta	x			Cindy Quehl	x		
Meghan Carlson	x			Donald Ransford	x		
James Chan	x			John Salem	x		
Tina Churchill			x	Sandra Seifert	x		
Kelsea Cid	x			Department Chair			
Sabine Eggleston	x			Kari Sizemore	x		
Rebecca Gubitti	x			Christine Smith	x		
Colt Hartstein	x			William Stoudt	x		
Ivana Ilic	x			Hana Wehbi	x		
Iryna Labachova	x			Dimitry Yusin	x		
David Licht	x			Terry Zamor		x	
Douglas Magomo	x			Duval Zephirin	x		
Ivan Melendez	x			Jaime Zlatkin	x		

- I. Meeting Called to order at 9:02am
- II. Approval of the Minutes
Minutes approved with no changes.
- III. Success and Accomplishments
John Salem's daughter had a little girl recently; this is their 4th grandchild.
- IV. Course Level Assessment – Tina Churchill

Tina was not able to make the meeting so there was no current information provided. The committee members did not add any updates.

- V. Curriculum Updates for MGF 1130/1131 SLO updates

Kelsea Cid and Meghan Carlson met Dr. Harris a few weeks ago; with a few adjustments resulting from that meeting. Dr. Harris suggested a switch with one of the SLO's to assist faculty in evaluating this outcome. In essence, the adjustment will make the collection of artifacts smoother. The outcomes were submitted to the curriculum committee for approval and we are on target for inclusion in the Fall 2025 Syllabi.

VI. Mathematics Committee Updates

a) Calculator Policy

- The Calculator Committee Chair, Jaime Zlatkin mentioned the committee met and the following recommendations/ideas are on the table, as of now:
 - i. MAT 0018, 0057 and MAT 1033 students will use a basic calculator: one with 4 functions, radical and percent.
 - ii. MAC 1105, 1140, 1114 will use a scientific calculator, such as TI30XA.
 - iii. Any course above MAC 1100s will be at the instructor's prerogative.
- Jaime and the committee will be sending a survey to all faculty members to gather information on the present recommendations and the gathering of additional information. Once the information is gathered and summarized the Calculator committee will present a summary at the April department meeting.
- The committee emphasized their intent is to create consistency of calculator usage across all campuses, as well as online. Additionally, the committee wants to allow a seamless transition to the next level of mathematics for each student with a basic set of computational and calculator skills.
- There was a robust conversation of the cheating possibilities with TI-84 Plus calculators, as well as other cheating possibilities with graphing utilities. Jimmy Chan provided the following.

Modified TI-84Plus video: <https://youtu.be/Bicjxl4EcJg?si=YL10zi1l5rdvnfnf>

Other cheating devices: <https://24kupi.com/>

b) MGF 1105 Textbook

- Don started to research options other than our present Pearson textbook; he will organize his research and present it to the committee before the next meeting.
- Don has reviewed the Statewide Course Numbering System and noticed the 1105 outcomes have changed. This will be presented at the next committee meeting,

c) MGF 1130/1131 Textbook

- Assorted faculty discussed their lack of support for the present text; some concerns included: The lack of exercises to practice the concepts per section which are suitable for the ability levels of the students enrolled in this class.
- An OER option is on the table.
- The committee will have an meeting prior to our April dept meeting; so that all committee members can voice their concerns with the present text and look into a new adoption possibly.
- There will be no changes for Fall 2025.

d) MGF 1130 to MAC 1105 Pathway

- No meeting yet

VII. Fall Schedule

- a) There will be no survey sent from Dr. Cameron
- b) Fall 2024 schedule will roll.

- c) Any concerns or adjustments should be sent to Gus, so that a plan can be made, where all parties are happy.

VIII. Faculty Review Reminder

- a) Continuing Contract Comprehensive Review – due today
 - Libby hopes to have all of her meetings completed by spring break.
- b) Annual Review – Form 1
 - All faculty who are not up for Continuing Contract Review need to send their Form 1's to Libby by today (Friday 2/14). Please include "Form 1" in the subject line for quick retrieval. She will review them as she meets with the faculty members. If no meeting is needed or requested she will correspond electronically.
 - Martin Tawill sent an email to all faculty regarding the completion of a mentoring form (for adjunct mentors). Sandra will verify if all mentors must complete the form or only those who observed their mentors.

IX. Resource Updates

- a) Honorlock
 - Kelsea Cid has highlighted a situation in which she has filed an Academic Misconduct form for a student using a remote desktop application, *Any Desk* application.
- b) Brainfuse
 - To be discussed at the division meeting today, February 14.

X. Comprehensive formula booklet – Don Ransford

- The formula sheet Don has created for all courses offered at FSW was shared with the faculty. There were many positive comments and some questions...
 - Is it appropriate for Adaptive Services or does it need modification?
 - Can it be included on the FSW Math Canvas course?
 - Can the advising staff get a copy in word or pdf form to discuss at their kickoff committee and to share ultimately with faculty and students?

XI. Professional Development

- a) CoBP Math - none today
- b) PD Friday – Infograph sent out.
- c) Many accolades for all the Math Tutorials created by Meghan Carlson, Jimmy Chan, Jaime Zlatkin and Daniel. With a special interest by the Science faculty for a collaboration of additional videos/tutorials to create.... A Win...Win...for students!!!
- d) Meghan is now working on STAT tutorials.
- e) Sandra shared the deadlines for Travel and PD funds
- f) February 28 is the next PD Friday- check your email from Martin Tawill.

XII. Committee & Faculty Updates

- a) ATC info from Jimmy Chan:
 - There will be a tech refresh coming for all office computers; check your emails.
 - IT will update to Windows 11
 - Orlando conference on teaching with AI
 - Orlando conference: <https://digitallearning.ucf.edu/teachwithai/>
- b) Don Ransford will send an email to all faculty regarding garnering students to compete in the upcoming math competition. The goal is to be a talented team of 4 with alternates.
- c) Bob Cappetta reminded the faculty that the AMATYC competition (round 2) will take place on Monday 2/24 at 3 pm on U 107; contact Bob for more info. Cindy Quehl may also offer one on Collier on that same date. The date and time need to be consistent in order for the students' points to be factored in.

XIII. New Business

- a) Advising, Penny Oliva shared the following:
 - The advising teams on all campuses are preparing for the First Time in College workshops being scheduled in the near future.
 - Next month the FSW advising teams will meet twice, once on Collier and once on Charlotte. At these meetings, the planning and scheduling for the upcoming semesters concerns.
 - Moving from MAT 1033 to MGF 1130 is a viable transition for Nursing students, when considering the Statistics concepts taught in MGF 1130.
 - Don Ransford mentioned the discussion of MGF 1130 (Non- STEM) to MAC 1105 (STEM) with a B or better is a work in progress;
- b) Calculator Cheating Revisited
 - From Kelsea: TI-84 Phone Cheat Case – Cheat Geek:
<https://cheatgeek.store/products/cheat-geek-ti-84-phone-cheat-case>
 - In summary...a plan needs to be in place which can transition the department into a consistent and manageable policy for all full time and adjunct faculty.
- c) Next meeting 4/11
- d) Jimmy offered the idea of using Transcript and Chat instead of AI companion...

XIV. Meeting Adjourned at 10:28 am