Mathematics Discipline Meeting
Tuesday, September 16, 2014
Minutes

Present: Clayton Akatsuka, Jean Okumura, Johnny Singh, Jody Storm
The meeting was called to order at 2:26 pm in the Mana Conference Room 107.
The minutes of the May 6, 2014 meeting was accepted as circulated.

1. Course Evaluation – UHM Math 134
   o No equivalence
   o Meets Math Graduation Requirement.
   o Next course – Math 100, 101, 111, 115, 135, 203

2. Course Evaluation – UHMC – Math 90V
   o No equivalence.
   o Does not meet Math Graduation Requirement.
   o Next course – Math 24, 28, or placement test.

3. Peer Evaluations
   o Kim Slagel – Peer Evaluator: Jean O.
   o Tristan Homes – Peer Evaluator: Jody S.
   o David Donlin – Peer evaluator: Clayton A.
   o Gretel Sia – Possible Peer evaluator: Weiling L. We need to check with Weiling.
   o Kevin Takayama was last evaluated by a math faculty member in spring 2013.
   o Allyn Fetherolf was last evaluated by a math faculty member in spring 2012. Therefore, a math faculty member should do a peer evaluation. Possible Peer Evaluator: Johnny Singh. However, Johnny as Department Chair must evaluate lecturer dossiers.

4. Course Level Assessments for Fall 2014
   o Math 21A/21B – Clayton A.
   o Math 24 – Jean O.
   o Math 115 – Allyn F.
   o Math 206 – Jody S.
   o Jan Lubin plans to hold training sessions. There will probably be a link for entering the assessment data.

5. Bus 250
   o Currently UHM and KapCC have this class.
   o This class is acceptable for fulfilling Manoa’s College of Business’ Calculus requirement.
   o Math 203 is broader (included apps in Social Sciences and Life Sciences) but has a higher prerequisite.
   o If we decide to offer it, then Math 203 and Bus 250 would have to alternate.
   o Discussion was tabled.

(1) Review the Math 103 common final exam results.
   Action: Weiling is working on this for her sabbatical.

(2) Review and redesign the computer-aided instruction developmental math track: Math 19, Math 28 and Math 29.
   Action: Created Math 21 to replace Math 19 and revised Math 28 by moving geometry from Math 28 to Math 21. Less sections are offered.

   Action: Offered one section of Math 28 lecture-based in Fall 2013 (J. Storm as part of a combo course with Math 100) and offered 5 sections in Spring 2014.

(4) Pilot the combo courses Math 25/Math 103 (Jean Okumura), and Math 28/Math 100 (Jody Storm) in Fall 2013, and Math 21B/Math 24 (Clayton Akatsuka) in Spring 2014.
   Action: Completed. The Math 25/103 and Math 28/100 combo classes were also offered in spring 2014.

(5) General Education – Critical Thinking Assessment: 2 sections of Math 103 (face-to-face and online), 2 sections of Math 100 (face-to-face and online), and one section of Math 203 (online).
   Action: Completed in fall 2013.

(6) Resolve the issue of the Math Resource Coordinator position – when a Math faculty serves as the Department Chair and when a Business faculty serves as the Department Chair).
   Action: Administration agreed to support a Math Resource Coordinator position for 2 credits in addition to 1 credit for Math Lab coordinator.

(7) Review and update the Math Discipline’s Policies and Guidelines, and Course Coverage documents.

(8) Work on UH system’s common course number, catalog description, course name and credit hours for Math 115, Math 135, and Math 140.
   Action: Completed. Curriculum modification was submitted to Curriculum Committee.

(9) Work on UH system’s common course number, catalog description, course name, and common SLO for Math 22, Math 24, and Math 25.
   Action: Math 22 will be achieved. Course alpha, number, credit, course description, and two course SLOs were aligned for Math 24 and 25 based on an agreement with the Dev Ed system committee.


2) Evaluate combo courses (Math 25/103, Math 28/100, Math 21B/24) taught previously and make recommendations.

3) Evaluate Math 28 lecture based class.

4) Develop a new course (Math 26) to shorten the Developmental Math sequence.

5) Research and evaluate new textbooks for Math 103.

6) Archive Math 19 and 22.

7) Update pre-requisite for all Developmental Math courses.

8) Complete the UH CC common course numbering process (course alpha/number, catalog description, and credit hours) for Math 115, 135, and 140.

9) Revise/modify course description for Math 231

The meeting was adjourned at 3:44 pm. (Minutes by J. Okumura)