Mathematics Discipline Meeting  
Wednesday, Sept. 16, 2015  
Minutes

Present: Clayton Akatsuka, Jean Okumura, Navtej (Johnny) Singh, Jody Storm, Weiling Landers  
Guest: Ellen Ishida-Babineau

The meeting was called to order at 2:25 pm in the Mana’o Conference Room 107.

1. Student Success Council Task Force Subcommittee on Professional Development – Ellen Ishida-Babineau
   - Ellen Ishida-Babineau is a member of the subcommittee dealing with Professional Development.
   - She wanted to know what professional development activities would be helpful to math faculty.
   - Suggestions
     - What strategies and materials could be used when students are frustrated and cannot handle the pace of the new courses.
     - Non-credit options such as Boot Camp that have been tried at other campuses doing a similar thing as what we are doing.
     - Maybe have Kauai CC faculty come to share what they do for Math 75 at Kauai CC.
     - Possible books for Math 75.
     - Hold professional development activities during convocation week.
     - Any money for staff development before, during, and after implementation?
     - What support services for students will be available?
   - If you think of anything else, please email Ellen.
   - There is a polycom meeting on Oct. 14 from 10 am – 12 noon and math faculty are welcome to attend.

2. The minutes of the September 2, 2015 meeting were accepted as corrected.

3. Curriculum forms for Math 82 and 75
   - Johnny suggested that we work on the curriculum forms together as a group at the next meeting.
   - Johnny & Jody will fill out the form with system information before the next meeting.

4. Calculator Use in the New Developmental Classes
   - It is up to each campus to determine whether to use calculators in these new courses.

5. Student Success Council Task Force Subcommittee on Placement Test
   - According to Louise Pagotto, there are no Math nor English faculty on this committee at the moment but they will be soliciting Math and English faculty soon.
   - Clayton was asked to follow up with Ellen Nagaue regarding her meeting with the system-wide Testing Center representatives.
   - Jean will try to find out who the chair of this subcommittee is.
   - There is poor communication about the placement test situation.
6. Math Graduation Requirement
   o Due to the system wide changes to the developmental math courses, we need to update the Math Graduation Requirement to say something like “Qualify to take Math 100.”
   o Jody will check with the Curriculum Committee (Jody is the department representative) on the procedure for updating this requirement.

   o Since the spring 2016 schedule is not yet finalized, we will wait on making the assignments for course level assessments for spring 2016.
   o We need to submit a renewal for FS designation for Math 112. However, Math 112 needs to have gone through a course level assessment. Clayton will check his files on when the Math 112 assessment was last done. However, Math 112 is supposed to be assessed in spring 2016.

8. Math Center & Russell Uyehara
   o Clayton contacted Suzette Robinson and she mentioned that Russell would be a good resource. However she indicated that the System has to meet first with regard to the monies that will be available for campuses. The System is supposed to meet in September.

9. MWF 3 credit Developmental Courses
   o Clayton mentioned in an email that previously, for MWF 3 credit developmental courses, some SI time was built-in to the schedule so that normally the class would meet 2 times a week for 1 hr and 15 min. but the schedule would be listed as the class meeting 3 times a week for 1 hr and 15 min. However, there was concern about continuing this practice if SI was not going to be available in Spring 2016.
   o Since it appears that SI will be available for Spring 2016, it was felt that we should continue with this practice and leave it up to the instructor to communicate to his or her students about the SI time. If the instructor is unable to find an SI, then it is up to the instructor as to how he or she wishes to use the additional class time (such as an office hour).

10. TI-Nspire CX for Calculator Choice for Math 115 or higher course
    o The purpose of restricting the type of calculator used is because instructors are supposed to teach the students how to use that calculator to do some of the things for the course.
    o Most of the instructors do not have training in the use of the TI-Nspire CX calculator and training would be needed before it can be used.
    o The TI-Nspire is quite different from the TI-83-84 family of calculators so it would take more time to teach how to use both the Ti 83-84 family and the TI-Nspire calculators.
    o If Kim is allowed to use the TI-Nspire calculators with her classes and if the students move to another instructor, they will be required to get a TI-83-84 calculator and that would incur more cost for the student.
    o If Kim can provide her students a TI-Nspire calculator to use so that they do not need to purchase it, then there would be no harm to the students.
    o Otherwise, the TI-83-84 family of calculators will remain as the required calculator at this time.
11. Student Success Council Task Force Subcommittee on Grading – Jody
   o We recommend that CR/NC grading be used for the Co-requisite courses, Math 88 and Math 78.
   o We felt that it was acceptable if the student in a college level math or English course with a co-
   requisite course passed his or her college level course but did not pass the co-requisite course.
   In other words, the student doesn’t need to pass both the college level course and the co-
   requisite course.
   o We agreed that A, B, C, D, F, N, CR/NC should be available for use in college level English and
   Math courses.
   o Other topics that need further discussion are:
     ➢ Drafting a standard policy statement for the System on the use of the N grade.
     ➢ How should faculty be familiarized with the ramifications, should a student who is on
       financial aid or using VA benefits, fail the course?

12. The meeting was adjourned at 4:10 pm. (Minutes by J. Okumura)