Mathematics Discipline Meeting
Wednesday, Sept. 30, 2015
Minutes

Present: Clayton Akatsuka, Jean Okumura, Navtej (Johnny) Singh, Jody Storm, Weiling Landers

The meeting was called to order at 2:33 pm in the Mana’opono Conference Room 107.

1. The minutes of the September 16, 2015 meeting were accepted as corrected.

2. Student Success Council Task Force Subcommittee on Placement Test – Johnny
   - Only Johnny and another faculty who might be a new faculty member attended the meeting on September 23.
   - They are looking for a new committee on Math Cognitive Placement but significant work needs to be completed by October 7. This is rather unrealistic.

3. Follow-up on Ellen Nagaue’s meeting with the Testing Center Coordinators – Clayton
   - WCC and LCC have a lot of COMPASS tests available. They will redistribute. They are fairly certain that they will have enough copies of COMPASS to use for fall 2016. However, it is uncertain whether they will be able to use COMPASS in spring 2016.

   - We need to send a memorandum to the Curriculum Committee stating the change and justification. Dates for the system wide actions and dates the change was discussed at the discipline meeting and department meetings. Faculty should sign this memo.
   - The memo should be sent in the next two weeks.

5. Math Center and Russell Uyehara
   - Suzette Robinson from the UHCC System Office communicated with Clayton that they can’t help us.
   - Dean Charles Sasaki emailed Johnny to inform him that approval to post a FT casual hire position to support the Math Center was secured. The position will be funded by the Chancellor but will only run through this semester.
   - Clayton will follow up with Charles.

6. Salt Lake Community College – Math 1050 – College Algebra
   - It was deemed as equivalent to Math 135 and would satisfy FS requirement.
   - It satisfies the graduation requirement.
   - The next course is Math 140, 100, 101, 111, 115.

7. Spring 2016 Schedule and New Lecturer Interviewed
   - Clayton and Weiling interviewed a potential lecturer to use for next semester. She is only willing to teach at WCC on TR. She also teaches at Kapiolani CC.
   - We might not be able to experiment with offering Math 203 in the spring semester. That experiment may have to wait until another spring semester.
   - Since there is a new Developmental Education faculty member who is supposed to start in spring 2016, a contingency plan must be made to provide sufficient workload to this person. Depending on who is hired, we may have to take some classes away from lecturers to provide sufficient workload for this new faculty member.
o Due to a very small Math 206 class (5 students) this semester, the Math 231 for spring 2016 was cancelled.
o Johnny will follow up with administration about the process for quickly filling a vacated position.

  ➢ Math 100’s assessment was changed to fall 2015 and Math 231’s assessment was switched to spring 2015.

 o Evaluate combo courses (Math 25/103, Math 28/100, Math 21B/24) taught previously and make recommendations.
  ➢ Completed. It was determined that the Math 28/100 accelerated course combination had the most promise so that accelerated course combination was offered in fall 2015.

 o Evaluate Math 28 lecture based class.
  ➢ Based on the high success rate for the lecture based Math 28 course, it was decided to continue the lecture format for Math 28.

 o Develop a new course (Math 26) to shorten the Developmental Math sequence.
  ➢ Completed and the course is being offered beginning fall 2015.

 o Research and evaluate new textbooks for Math 103.
  ➢ Completed. A new textbook was selected for Math 103 beginning fall 2015.

 o Archive Math 19 and 22.
  ➢ Completed.

 o Update pre-requisite for all Developmental Math courses.
  ➢ Completed.

 o Update all versions of Module Exams for lecture based Math 28.
  ➢ Completed.

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

 o Revise/modify course description for Math 231.
  ➢ Completed.

 o Complete course level assessments for Math 100, 103, 111, 112, 135, 203.
 o Develop Math 82 and 75X for fall 2016.
 o Update the Math Graduation Requirement.
 o Update the prerequisites for Math courses.
 o Develop course materials for Math 82 and 75X.
 o Develop common course unit exams, final exams, and review sheets for developmental courses.
 o Assess the MyMathTest Alternative Placement for Math 100 and 101.
 o Identify a long term solution for the Math Center staffing.
10. Math 112 – FS Renewal
   o We need to submit a renewal for FS designation for Math 112.
   o We need to include course level assessment results. However, the last course level assessment was done in spring 2010 and since then, the textbook has changed dramatically.
   o A course level assessment for Math 112 is scheduled for spring 2016.
   o It was unanimously agreed that we should ask the Foundations Board for a one year extension of the FS designation for Math 112 so that we will be able to include the course level assessment that will be done in spring 2016.

11. Developmental Math Position
   o The position is advertised and will close on Oct. 19. Weiling and Clayton are recommended for the screening committee. The committee should include two math faculty and one person from outside the department.

12. Supplies – If you need any supplies, please let Jean know about it.

13. The meeting was adjourned at 4:20 pm. (Minutes by J. Okumura)
    Faculty moved to Mana’opono 113 to work on the curriculum proposals for Math 82 and 75X.