Math Discipline Minutes

March 29, 2011

In attendance: Clayton Akatsuka, Young-A Choi, Jean Okumura, Navtej (Johnny) Singh, and Weiling Landers

1. Call to order at 3:05PM at Mana’opono room 107.

2. Minutes of March 9, 2011 were accepted with corrections.

3. Textbook

   1) We considered adopting the textbook, *Multivariable Calculus* by Briggs for Math 231 & Math 232 course if we offer Math 232 course soon. Since our enrollment is growing, and more students take Math 206 and Math 231 courses, we may have enough students enroll in Math 232. Jean will consider writing a proposal for Math 232.

   2) We will use the textbook, *Single Variable Calculus* by Briggs for Math 205/206.

   3) We will use the textbook, *Pre-calculus* by Stewart, 6th edition, for Math 135/140.

   4) We are still searching for a textbook for Math 103.

   5) 3 to 2 was the vote in favor of the textbook, *Beginning Algebra* by Lial, 11th edition bundled with MML for Math 24/25. There is an additional $5 charge to the workbook if it is bundled with the textbook. We forgot to vote on this workbook during the meeting, but it was conducted via email on the next day, and three votes to not include the workbook, two did not respond.

4. We reviewed assessment reports of Math 100, 112 and 206. The recommendations were:

   1) The course level assessment of Math100 should include all sections, not only the on-line course. Based on the proposed changes in the assessment report such as producing a short video clip or power point slides, student tutor service, funds should be requested for this assessment report.

   2) A few editorial changes were made for Math 206.

5. All Math 103 instructors should send their Final Exam to Weiling by the end of the semester. One suggestion was made that all faculty should gather together to grade the final exam. Each faculty would be responsible for a few questions to grade all tests consistently. However, there is a logistic problem scheduling all Math 103 Final exam on the same day and time. Also, it is not fair to students have different grading among Final and unit Exams. In conclusion, there is no common day/time scheduled to grade Final Exam together. Each instructor is responsible for his/her class(es).

6. Others:

   a) The deadline of submitting requisitions is approaching. Weiling encouraged everyone to come up with some suggestions for supplies before the deadline.
b) Weiling checked the course descriptions of all math courses to be used on Curriculum Central. We discussed that Math 206L should be archived. Weiling will submit a proposal to deactivate Math 206L, and also submit corrections for Math 101, 22, 24, and 25 to reflect the consistent information as the catalog course description of each course.

c) Clayton informed us that he has been working on the ABE project. We may have to review the cut off of the COMPASS placement test for our Math 20 course. If students score lower than the new cut off, they can enroll to this ABE project sponsored by DOE.

7. Adjournment – The meeting was adjourned at 4:32 pm.

Next meeting: Wed, April 13, 2011 from 3:00 to 4:30 pm

Recorded by Weiling Landers