Math Discipline Minutes

August 18, 2011

In Attendance: Allyn Fetherolf, Clayton Akatsuka, Iman Fallahinezhad, Jean Okumura, Jody Lynn Storm, Linda Kodama, Michael Joyce, Navtej Singh, Young A Choi, Matthew Chasse, Weiling Landers

1. Meeting call to order at 8:36am in Manaopono 107
2. Minutes of May 5, 2011 were approved as circulated.

Announcements:

- Department Purchased 28 clickers that can be used in class by request. Please let Weiling Landers know so that she can request software to be installed in the classrooms.
- Please Integrated study skill in your Math 20 and 22 classes if you are teaching this semester.

1. Jean and Clayton presented a PowerPoint of the developmental math curriculum that they worked on over the summer which came from Title III Grant and answer questions raised by department members. This implement will take place in spring 2012 semester.
2. The Department will discuss whether or not to keep the Math 24/25 intensive course.
3. Johnny will be involved in implementing the redesign courses.
4. Course Evaluation of Math 95 of Portland State University was agreed as bellow:
   Equivalent Course: Math 25
   Graduation requirement: Yes
   FS requirement: No
   Next course be taken at WCC: Math 100, 101, 111, 115, 103, or placement test for higher courses.
5. Everybody teaching Math 100 and 103 volunteer to do the course level assessment for Math 100, 103 in Fall 2011.
6. Changes will be made to spring 2012 course schedule to include redesign courses.
7. Proposal of combining Math 20/22 should be ready for implementation in fall 2012 along with adjustment of the cut of COMPASS placement.
8. Revised WCC math discipline policies where distributed to all member at the meeting and discussed.
9. All instructors must be aware of students using cell phone to take picture of the departmental test while reviewing.
10. Weiling will follow up with Student Services to clarify what are the duties of SI.
11. Linda brought up the point of allowing a calculator for Math 24/25 exams. This was tabled for future discussion.
12. Make sure to update the mission statement for Fall 2011 syllabus.
13. Please ask students to donate or sell their Math 103 textbooks since we only have limited copies for spring 2012.
14. All lecturers share the office need to replenish paper if that is low for the printer, just request more from the media center. Also replenish the instruction form for the testing center if that is low.
Make sure that students write instructor’s name on the first page of their homework, so it would be easy to put on each instructor’s desk.

Meeting adjourned at 10:30am

Recorded by Johnny