Math Discipline Minutes
Wednesday, Oct. 19, 2011

Attendance: Clayton Akatsuka, Young-A Choi, Iman Fallahinezhad, Linda Kodama, Jean Okumura, Navtej (Johnny) Singh, and Weiling Landers

1. Call to order: The meeting was called to order at 1:38 p.m. in room Manao 107.

2. Minutes of 9/21/11 Meeting were accepted.

3. Clayton presented a two-track curriculum of developmental Math courses.
   • Students have options to take Math 19, Developmental Math I; Math 28, Developmental Math II and Math 29, Developmental Math III computer-aided courses or take traditional lecture style math courses Math 20, 22, 24 and 25. Students can change from one track to the other if they like.
   • There are four modules for each redesigned course. All students start from module One. Students can use the guided study book to refresh memory, and then take the pre-test of each module. If a student passes the pre-test with minimum 80%, they move on to the next module, otherwise s/he should study the guided workbook to practice more and take the post-test. Both the Pre-test and the Post-test are proctored tests. The better score of either pre-test or post-test will be counted toward the course grade. After completing four modules students can take the Exit Exam and must achieve at least 70%, otherwise they need to take a retest.
   • Students who finish Math 28 with a “C” or better grade, can move on to Math 100, 101 or Phil 110. Students finish Math 29 with a “C” or better grade can move on to Math 103, 111 or Math 115.
   • One section of Math 19, 28, and 29 each will be piloted in Spring 2012. Johnny will teach these courses.
   • Data will be collected and analyzed at the end of Spring 2012, to see if we need to tweak the course materials or objectives of each module.
   • Open entry and open exit. Students may start late if they drop other course but want to take a math course in the middle of a semester, or may exit early if they finish all module work ahead of time. Clayton has worked with the registrar and developed a change request form for students to use. If a student completes two or three courses in one semester, then the highest course will be credited with no additional charge. If a student cannot finish course work in one semester, and register in the next semester without a break, student can resume the work where s/he left out from the previous semester. If a student takes a break of more than 90 days, then s/he has to start from module one for Math 19, or take the Pre-requisite Skill Test for Math 28, or 29 before continuing on the course work.

4. Young-A shared the Math Lab Goals.
   1) Provide a variety of open hours and resources to assist WCC students in their learning of Mathematics.
   2) Provide students with services that will promote the successful completion of their Math courses.
   A concern was brought up that how to access these goals. Perhaps we should use a survey to assess these goals.
5. The following Mathematics Discipline immediate AY2011-2012 Goals will be included in annual report:
   1) Develop and implement the use of a common Final Exam for Math 103.
   2) Develop and pilot new redesigned developmental courses Math 19, Math 28 and Math 29.
   3) Develop an intensive/accelerated Math 20/22 course.
   4) Prepare for the New Kapiko Learning Center.
   5) Develop more computer-aided, modularized courses.
   6) Increase SI success rate.
   7) Increase retention, success, and graduation rates.
   8) Revise the Math 24 chapter 3 exams.
   9) Develop and offer Math 232.
   10) Plan the transition of the Math Lab to Math Center.
   11) Secure a class set of computers.

6. Transfer course evaluation:
   College of Southern Nevada
   MATH 097, Elementary and Intermediate Algebra
   Equivalent to/fulfill FS: Math 25 / No FS
   Satisfies the math graduation requirement: Yes
   Next course that the student can take is: Math 100, 101, 103, 115.

7. Instructors shared experiences of having SI sessions built in MWF schedule which have positive outcome on students’ retention and success. We should include SI impact into course level assessment of Math 20 and Math 25. Johnny is going to do Math 25 assessment and Clayton is going to do Math 20 assessment. All Math 25 instructors should turn in graded Final exams, grades, and SI mandatory/volunteer information to Johnny. All Math 20 instructors should turn in graded Final exams, grades and SI mandatory/volunteer information to Clayton at the end of Fall 2011.

8. We discussed and felt that all developmental math courses scheduled on MWF have SI sessions built in as mandatory sessions in Spring 2012, but not make mandatory SI sessions for T R classes.

9. Weiling reminded everyone to update the evidence of FS courses such as Math 100, 103, 112, 135, 140, 203 and 205 if s/he has taught any of these courses since 2008 (Note: Every instructor must submit a copy of the evidence how you teach a FS course to meet all FS Hallmarks). We need to submit all evidence to FS board when we have to renew FS designation for all FS courses in Fall 2012.

10. Adjournment – The meeting was adjourned at 3:00pm.

Next meeting: Wednesday, Nov. 9, 2011 from 2:00 to 3:00

Recorded by Weiling Landers