Math/Business Department Meeting
October 19, 2011

Present: Clayton Akatsuka, Kay Beach, Young-A Choi, Vanessa Cole, Deacon Hanson, Wei-Ling Landers, Jean Okumura, Peggy Regentine, Johnny Singh and Emi Troeger.

Call to Order
The Math&Business Department meeting was called to order at 3:30 pm in Mana 107.

Approval of Minutes
The minutes for the September 21, 2011 department meeting (sent out 10/3/2011 via e-mail attachment) were approved and will be posted on the department’s web page.

Committee Reports
- VCAC – Clayton Akatsuka: 10/14/11 meeting cancelled.
- Faculty Senate – Kay Beach 10/4/11 meeting minutes were sent out. Kay solicited department input on the issue of having the DPC election online. Faculty support an online election if security and confidentiality of the election is assured including from the creator of the survey/election. Also supported were the issues on Noting UHCC College Credentials and Transaction & Service Fees – Matriculation. The faculty do not support an administrator regularly attending the Faculty Senate meetings (as do the other department’s).
- CCAAC – Johnny Singh: The new course proposal for Math 232-Calculus IV was approved on 10/11/11.
- IEC – Clayton Akatsuka (DC): 10/3/11 meeting minutes were sent out 10/17/11 via e-mail attachment, and the 10/17/11 meeting was cancelled. A request for volunteers was made by Jan Lubin to serve on the AA Task Force. Chancellor Dykstra will send out an invitation to all faculty.
- Developmental Education Group – Clayton Akatsuka (Chair): The UHCC meeting minutes were sent out 10/17/11 via e-mail attachment. Mathematics and Language Arts both submitted proposals seeking a portion of the $178,000 available AY 2011-12 through John Morton’s office. There were 14 proposals – while none were recommended for funding during the review process by the CCs, eleven of the proposals are able to revise and resubmit by November 4, 2011.
- Foundations Board – Young-A Choi/Jean Okumura (Chair): No meeting.
- HAP – Vanessa Cole: No meeting.
- Staff Development – Vanessa Cole: No meeting.
- MapSAC– Deacon Hanson: 10/14/11 meeting minutes were sent out 10/15/11. Two requests were on the table – (1) Permanently move the Mala`ai (food garden) associated with the Hawaiian Studies/Nursing Gateway programs to the forested area at the north end of Hale A`o, and (2) Creation of a Vet. Tech. Facility on the north end of Hale Imiloa.
- Planning and Budget Council – Clayton Akatsuka: 10/7/11 meeting cancelled.
Kapiko (formerly Tutoring Service Committee) – Young-A Choi: No meeting.
WAB – Emi Troeger: 9/30/11 meeting minutes sent out 10/17/11. The Board developed a survey to assess WI designated courses.
Aesthetics – Peggy Regentine: 10/14/11 meeting minutes were sent out 10/14/11. A discussion of MapSAC vs Aesthetics – MapSAC gives permission for space allocation of projects and the Aesthetics committee’s concern is for the beautification of the campus. Of concern is the renovation of Hale Noeau which is to begin by Fall 2012 using money allocated for renovations by UH President Greenwood. The Business discipline’s computer labs/classrooms currently housed in Noeau 123 and 124 will be moved to two classrooms in Hale Alakai. These classrooms are much smaller than the Noeau rooms.

3. Old Business
   a. Math&Business Department’s goals for AY2011-2012. A final review of the immediate goals for the math and business disciplines was conducted. These goals will appear in the AY2010-11 Annual Department report and will be assessed in the AY2011-12 Annual Department report.

   The Business Discipline’s goals:
   1. Research industry needs and develop curriculum (program and courses) for a CA in Information Management for Business.
   2. Seek funding for additional tutoring and SI support for ACC 201 students.
   3. Assess current lecturer pool and determine if recruitment efforts are needed.
   4. Offer a workshop on how to present materials to students so that they are accessible to students with learning disabilities.
   5. Reassess the space needed to effectively teach ICS and BUSN computer courses.
   6. Assess Web Support Certificate of Competence and replace ICS 124, which is longer offered at Maui College, with another course.

   The Mathematics Discipline’s goal:
   1. Develop and implement the use of a common Final Exam for Math 103.
   3. Develop a combined Math 20 and Math 22 course.
   4. Prepare for the new Kapiko Learning Center.
   5. Continue to support Supplemental Instruction in mathematics.
   6. Revise the Math 24 Chapter 3 departmental test.
   7. Develop and offer Math 232-calculus IV.
   8. Plan the transition of the Math Lab (Mana 113) to the Math Center.
   9. Secure a class set of computers for the Math Center.

   b. Update for Math 232 New Course Proposal. The proposal received approvals from CCAAC and Faculty Senate.
c. Hoolaulea 2011 follow-up. Johnny reports that all went well. Good job everyone!

4. New Business
   a. AA Degree Assessment Task Force request by Chancellor Dykstra. Vanessa Cole volunteered to serve as the department’s representative.
   b. Business discipline space needs. The ICS and Business facilities currently use Noeau 123, 124 and space in other buildings for Accounting, Management, Business, and ICS 123 (Mac computers). Faculty offices are Alakai 131, Alakai 132, and Noeau 117, and lecturers share offices Hale Na‘auao. The renovation of Hale No‘eau for the Social Science department will displace the Business discipline’s facilities in that building. This occurs at a time when the indicators for demand in the Business discipline areas are very high.

The Business discipline are being given two classrooms in Hale Alakai to replace the Noeau 123 and Noeau 124 computer labs/classrooms. Unfortunately the Alakai classrooms are not wired to house computer labs, and they also have 15% less space than the Noeau classrooms. This means not only must the Alakai rooms be rewired for a computer lab/classroom, but new furniture and computers must be purchased to maximize the space usage, even then an early projection reveals that the Alakai classroom will house less computer stations than needed for a growing program. It is questionable whether enough stations can even fit into the Alakai classroom for the students enrolled in the courses. One alternative is to create one large classroom by combining the two adjoining Alakai classrooms into one. This one larger Alakai classroom could also be spacious enough to house a storage area for the discipline’s equipment and supplies.

It was also suggested that Alakai 106 which is currently the site of the Testing Center, be assigned to the Business discipline for additional offices, storage space, and a discipline conference room. Emi also mentioned that in a conversation with Language Arts Chair, Jean Shibuya, there is a possibility of the Business discipline using Palanakila 122 houses the Speech Lab.

c. Discussing the AY2010-11 Course Level Assessment Report results for Math 100 (Storm), Math 112 (Akatsuka), Math 206 (Choi), ICS 123 (Horikiri) and ICS 214 (Marquardt).
   o Math 100. Jody is requesting $1275 to support Supplemental Instruction for Math 100 to provide added assistance for students outside of class time. Although attendance at SI sessions were low, including sessions in the course grade or for extra credit may help to improve attendance. It is felt that using SI sessions to strengthen lessons related to SLO #3: Employ symbolic/mathematical techniques to solve applied problems will improve the success level of this SLO (65%).
   o Math 100 Online. Jody is requesting one credit ($1200) release time towards course development to create additional PowerPoint presentations and/or video clips to supplement the MyMathLab program. The focus will be on concise steps to graphing functions and identifying key points, and illustrating the steps to solving an applied problem. In the assessment of SLO #1: Construct diagrams that will facilitate the visual conception of a phenomenon or problem, 73% of the
students earned ratings of 2 or 3 with only 45% earning a 3. 68% of the students earned ratings of 2 or 3 with 48% earning a 3 for SLO #3: Employ symbolism/mathematical techniques to solve applied problems.

- Math 112. The proposed actions will cost the department/college only in related duplication expenses.
- Math 206. Young-A is requesting $850 for student helper or $1020 for Supplemental Instruction support. It is felt that students need outside of class time help at more variable hours.
- ICS 123. No funds will be sought for a higher-level course until sufficient enrollment is reached for this course.
- ICS 214. Maui College had deleted this course from their ABIT degree, therefore the status of this course at WCC is currently “on hold.” No funds are being requested.

d. Department members were asked to review draft#1 of the AY2010-11 Annual Department report and provide feedback/input.

5. **Announcements**

6. **Adjournment.** The meeting was adjourned at 5:25 pm.

   Recorded by Clayton K. Akatsuka