Math Discipline Minutes  
Wednesday, Feb. 29, 2012  
Attendance: Clayton Akatsuka, Allyn Fetherolf, Weiling Landers, Jean Okumura, Navtej (Johnny) Singh and Jody Storm.

1. Called to order at 2:00pm, in the conference room 107.

2. Minutes of 2/8/12 Meeting were accepted with corrections.

3. Results of Transfer course evaluation:
   
   Rowan-Cabarras CC  
   Mat 070  
   Graduation Requirement: NO  
   Equivalency/Fulfill FS Requirement: None / No  
   Next course: Math 25 or COMPASS  

   Mat 080  
   Graduation Requirement: Yes  
   Equivalency/Fulfill FS Requirement: None / No  
   Next course: Math 103 or Math 100, 101, 111, 115, or COMPASS.

4. Data of 11 UHCC Systemwide COMPASS Demographic Questions will be collected when students take the COMPASS Placement test, effective Spring 2012.

5. Weiling shared the results of an On-line Math 25 compared with face-to-face Math 25 classes.

    | Math 25 | Spring 2011 On-line | Fall 2011 MWF(SI) | Fall 2011 T R (SI) |
    |---------|---------------------|-------------------|-------------------|
    | Success Rate | 64.6% | 91% | 59.1% |
    | Average Grade | 1.71 | 2.46 | 1.5 |
    | Mode | B | C | N or NC |
    | Retention | 81% | 88% | 88% |
    | Emails | 1310 | 79 | 110 |

   Resources for on-line Math 25 were provided the same as for face-to-face Math 25 courses, but more one-to-one support was provided via email or conference for on-line Math 25. 
   Data indicated that students performed better when class was scheduled for Monday, Wednesday, Friday than on Tuesday, Thursday.

6. We revised the ranking 3 = central, ranking 2 = support, ranking 1 = introduce for all Math courses to align with General Education SLOs.

7. There were concerns about the following policy posted at the WCC website. Has this policy been checked with each department? Has this policy been properly processed and approved to be posted on the WCC website?

   "However, at the discretion of the department, the Department Chair can choose to guarantee that a specific number of books will be sold
and thus should be purchased. The bookstore will purchase at least the quantity guaranteed by the Department Chair. In the event that the bookstore does not sell the number of copies guaranteed, the department will be charged with any incoming and return costs for the books (such as shipping and restocking fees). Any non-returnable/custom books will also need to be purchased by the department at cost.”

- The Math department has some customized textbooks, and worries it may adversely affect us.
- After communicating with the bookstore manager, this policy will not be applied to Math 103 textbook.
- The bookstore manager will visit each department to discuss this policy which will take effect in Fall 2012.

8. Clayton shared Ka Piko - Math Lab Goals/ outcomes with us. See the attachment. Clayton will submit a generic re-assigned time request for the Ka Piko Student Success Center – Math Lab resource instructor, 3 credits and job descriptions as discussed in the minutes of Feb. 8, 2012. The deadline to submit assigned time request is March 19, 2012.


Next Meeting: Wed. March 14, 2012
<table>
<thead>
<tr>
<th>Goal</th>
<th>Outcome</th>
<th>Survey Item Alignment</th>
<th>Means of Assessment &amp; Criteria for Success</th>
</tr>
</thead>
</table>
| 4.1 The Math Lab will provide a variety of open hours and resources to assist WCC students in their learning of mathematics. | 4.1a Students will report that the hours of service were adequate and suit their needs.  
4.1b Students will report that the resources available were adequate and suit their needs. |                                                                                       | 1. Data from point-of-service survey administered in the Math Lab.  
2. Data from the general Ka Piko survey.  
The criteria for success: 75% of respondents will indicate satisfaction. |
| 4.2 The Math Lab will provide students with services that will promote successful completion of their math course. | 4.2 Students will report that the peer tutors, mathematics resource teacher or other resources helped them to better understand a mathematical concept and/or problem. |                                                                                       | 1. Data from point-of-service survey administered in the Math Lab.  
2. Data from the general Ka Piko survey.  
The criteria for success: 75% of respondents will indicate satisfaction. |