Mathematics Discipline Meeting
September 13, 2012
Minutes


Call to Order. The meeting was called to order at 3:00 pm in Manao 103.

Approval of minutes. The minutes of May 7, 2012 and August 31, 2012 were approved as circulated. Minutes will be forwarded to Brian Richardson for posting.

1. Mesa Community College MAT 120, MAT 121 and MAT 122 transfer course evaluation results. For all three courses: Equivalent to/fulfill FS – No; Satisfies the Math Graduation Requirement – Yes; Next course that the student should take – Math 135 or any other 100-level math course numbered below 135.

2. Status of the KaPiko Math Lab. Clayton with the help of Jean Okumura ensured that appropriate furniture and resource material were placed in the new KaPiko Math Lab in La`akea 226. Johnny helped to hire the student tutors and create a schedule. The KaPiko Math Lab has been operational since last week. Clayton met with Dean Brian Richardson on 8/30/12 to request a one (1) credit assigned time for a Resource Instructor in the KaPiko Math Lab and is waiting to hear back from Brian.

It came to the Math Discipline’s attention that Johnny had received a memo from VC Richard Fulton giving him a one (1) credit overload as the KaPiko Math Lab Resource Instructor for Fall 2012 and also for Spring 2013. Questions were raised by the faculty members as to how this transpired, what the duties and responsibilities of the “appointment” was. The Math Discipline anticipated being able to use the one (1) credit KaPiko Math Resource Instructor position to settle workload issues for Spring 2013. Clayton will follow up on the one credit KaPiko Math Lab Resource Instructor position for Spring 2013.

3. Status of the Math Center (Manao 103). Once again, the Math Center housed in Manao 103 is being set up to primarily meet the needs of students enrolled in the redesign courses Math 19, Math 28 and Math 29. Projected services will be “overload” testing services and open lab time with the assistance of a resource instructor and/or student help, if needed. The position was recently posted through RCUH with no resulting applicants for the position. Clayton continues to seek interested and qualified people to fill this temporary half-time position ASAP.

4. SMARTHINKING – an online tutoring site accessed through MyUH, and Online Learning Academy (OLA) – through UHM are additional tutoring services available to our students. Students interested in utilizing these online resources may go to the KaPiko Learning Center for more information and assistance.
5. Testing and retesting in developmental math courses. The Math Discipline's policy for Testing and Retesting in the Traditional, Lecture-based courses (Math 21A, Math 21B, Math 22, Math 24 and Math 25) in covered in the WCC Math Department Policies which were distributed at the beginning of this semester. Testing and retesting in the redesign, computer-aided courses (Math 19, Math 28 and Math 29) was discussed. A policy should be clearly stated in the Developmental Math (DM) I-II-II Guidelines for Instructors document to ensure fairness and consistency regardless of who is teaching the course. Further discussion was tabled until the next Math Discipline meeting.

6. Spring 2013 Schedule of Courses (SOC) and Teaching Workloads. Clayton distributed to each instructor present a copy/draft of his/her Spring 2013 teaching workload. A complete Spring 2013 schedule was posted for review and discussion.

Please keep in mind that the copy/draft that you received is subject to change.

Congratulations was extended to Jean Okumura who will be on sabbatical leave during Spring 2013.

Announcement. The next Math Discipline meeting is scheduled for Thursday, September 27, 2012 from 3:00 pm – 4:00 pm in Manao 107 Conference Room. Please send items that you wish to place on the agenda for this meeting by Monday September 24, 2012.

Adjournment. The meeting was adjourned at 4:15 pm.

Minutes by C. Akatsuka