Present: Clayton Akatsuka, Allyn Fetherolf, Mike Joyce, Wei-Ling Landers, Johnny Singh, Jody Storm, Kevin Takayama.

Call to Order. The meeting was called to order at 2:30 pm in Manao 107.

Approval of Minutes. The minutes of the February 7, 2013 meeting was approved as circulated. The minutes will be posted on the discipline’s website.

1. Draft #4 of the Fall 2013 Schedule of Courses (submitted 2/26/2013) was presented. Instructors were each given a copy of their Fall 2013 workload. The SOC is still under review and changes may still be forthcoming. Pending changes will be discussed with the instructors affected by the changes before any changes are submitted. The discipline will be kept abreast of updates, and will receive a final copy of their workload once the Fall 2013 is finalized.

2. Hawaii Strategic Institute report – Wei-Ling. Wei-Ling attended the February 23, 2013 Hawaii Strategic Institute held at the Koolau Conference Center. There was a morning breakout session for mathematics. Featured was a pilot project being implemented by Kauai CC and Maui College in Fall 2013. The underlying basis for the project is the perspective that a high school student’s grade point average (GPA) of 2.6 or higher is a better indicator of success in a math course that the student’s COMPASS placement score.

The afternoon math breakout session focused on a discussion of four policies: (1) Proctoring, (2) Numeracy requirement, (3) Life of a pre-requisite math course, and (4) No Show Policy.

The following statements were voted on:
(1) “In any math class, a minimum of 50% of the assessed work should be proctored.”
   The vote was 10 ayes, 2 nays, with 1 abstention.
(2) Each UHCC must have a numeracy requirement.
   This statement was unanimously approved.

Please refer to the notes circulated by Wei-Ling for a complete account of the institute.
Thank you Wei-Ling.

3. Achieving the Dream Conference report – Jean. Jean attended the Achieving the Dream (AtD) national conference held in Anaheim in early February. She wrote and submitted a good account of the various sessions she attended at the conference including the following:
(1) Flipping Math: Learn How to Redesign Developmental Math Courses for Success,
(2) Emerging Ideas Exchange,
(3) Productive Persistence: Carnegie’s Practical Theory for Student Success, and
(4) A Faculty –Driven Approach to Reforming Developmental Mathematics Education.

The Emerging Ideas Exchange session has led us to piloting a similar idea in Fall 2013: Offering a combination of Math 25 and Math 103, and Math 28 (Hybrid) and Math 100.

Some of the interesting features of the pilot are (1) material from the two courses are interwoven, (2) students take all assessment for both courses including two final exams, (3) students receive two separate grades – one for each course, and (4) students must meet the math prerequisite for the first course. Jean will be piloting the Math 25/Math 103 corequisite courses and Jody the Math 28 (Hybrid)/Math 100 corequisite courses.

Thank you Jean.

4. Math 100 textbook review: Thinking mathematically by Blitzer – new 5th edition. Do we adopt the new 5th edition of Blitzer or some other text book?
   Jody (chair), Johnny and Mike will serve on this committee.
   Deadline: End of March to Clayton.
   (information needed for Fall 2013 book order).

   Mike still needs to submit evidence for Math 140. The report addressing the concern of the Foundations Board needs to submitted to the discipline: develop and review strategies to improve the student learning outcomes related to the assessment results. Mike was given a copy of a similar report completed by Young-A Choi for reference.
   Deadline: End of March to Clayton.
   (Information needed to comply with Foundations Board requirement.)

6. Assessment of Redesign Courses Math 19/28/29. As a developmental math instructor in charge of the redesign developmental track, Johnny was asked to chair this committee with Allyn and Mike serving on the committee. They are to identify the data needed to assess the efficacy of the redesign developmental track, and to prepare a report of the redesign “program from its pilot in Spring 2012 to the current spring 2013 semester.

   A suggestion was made to rearrange the computer stations in the Computer Classroom to allow the instructor easier access to each student. This will allow the instructor to approach each student during class rather than students coming up to the instructor. Clayton will meet with Brian Tokuda to discuss the feasibility of this idea.

   Report due: April Math Discipline meeting. The report will be reviewed by members of the math discipline, followed by a discussion of the findings in the April Math discipline meeting. The goal of this assessment is to make necessary changes to the redesign “program” to better serve our students.

7. Lecturers, especially those with full time workloads, are being encouraged to actively participate in discipline, department, and college service as well as to attending professional development
activities, etc. An advantage to do so is professional and personal self-improvement, an opportunity to demonstrate how you are able to fit in as well as work with others, and greater visibility by other instructors and administrators which may be advantageous when applying for a full time, tenure-track position.

8. Upcoming Math Discipline Meeting Dates:
   March 21
   April 25
   May 7 (if needed)

9. Announcements. Mark your calendars, April 6, 2013 is the next Math Summit. Registration deadline is March 15th. Johnny will forward a link to register.

10. Adjournment. The meeting was adjourned at 3:30 pm.

Minutes by C. Akatsuka