
Absent: D. Chavez, V. Tatoian, R. Loyd

The meeting was called to order at 2:05 pm.

Old Business

1) MINUTES: June minutes were approved, with the change in that Bao-Chi is the official “shadow” for Scott and Paula as an Academic Senate representative.

2) REPEAT OVERRIDES: Heidi: Students are signing up for the next class and for their current class. We don’t have a way to prevent the student from enrolling in both classes. Debbie – in the summer the last day to get a W was just before the registration date for Fall. So students could decide first before they signed up for Fall. Art – students do have rights. How about this? We as a department could come up with a rule, and propose it to SPAS. Or we could stay with the status quo. Heidi – I don’t want to continue the way we’ve been going. I’m suggesting we make no overrides, going from short term to long term, because the dates overlap. But long term to short term is okay. Joan – I have sent some students down to Julie and Art, to register again for the present class. They don’t bother signing up for the next class. Paula - can’t they program Banner to only accept one concurrent registration? Art – what if we tell them they need their instructor’s permission, when going from short to long? Heidi – what if we just went with no overrides? Debbie – I think it sends a message to the students that they will be held accountable for going beyond the W date. Al – I don’t think there are a lot of students who do this; maybe three dozen. I don’t mind recommending some of my students to take the course again. It’s not going to have a big impact on the enrollment for any given class. Art – what if we said that the student has to get the instructors permission? Steve – but every instructor will always say yes. Debbie – other people, like counselors, will issue these overrides – we can’t control it. Art – it’s about the students having the rights to do this. Joe F – If I give an override to a failing student, I’m not teaching them responsibility. Art – we need to decide on a direction.
Janet – motion for no overrides to repeat a course for which they are already enrolled.
Matt – I don’t think that there’s a problem here. It won’t have much of an effect on the enrollment. Also, I don’t think it’s going to be permitted.
Debbie – why don’t we just vote on it now?
Scott – can we dictate to the counselors that they can’t do this?
Debbie – no, but we can get the word out that this is what the department wants.
Steve – is it really possible for you, Art, to say no?
Art – I will advise the student, but I will not refuse them.

Motion does not pass, 12 to 19

New Business

1) DEPARTMENT AND CAMPUS COMMITTEES: Art: The Faculty committee list and curriculum committee list is being circulated.

2) COURSES UP FOR REVIEW: Art: the following courses are up for four-year review: CSCI 210, Math 100, 110, 110H, 130, 160. Math 100 is currently suffering from low enrollment, but there is a new C-ID course that the committee could look at. It seems to be a new and improved version of the course, which could make it more viable. All submissions, including any revisions must be completed by October.
Heidi – do we need the SLOs reevaluated for these courses?
Art – yes, that’s right, and they need to be completed by the end of the semester.

3) ENROLLMENT IN SPECIAL PROGRAMS: Art: we have 4 sections of 71X – all are nearly full. We did cancel one of the three 51B courses, but replaced it with a class of equivalent units. Math 55 – two sections, which have 30 and 36 students. In the learning community courses, we had to open up one of the 110 Bridge courses. Now it’s full. We might run the Aspire class, which is at 23. But they’ve been having information sessions all the way through today. About the ARISE program: in summer the ARISE class was opened up for general enrollment, so there’s no fall course.

4) GARY’S OLD OFFICE: Art: Gary’s office space is now available. Because of seniority, Joe T gets it. Gary was sharing with Jennifer. Because Jennifer is an interim dean, we’re going to leave her office space as is. But Joe T’s old office is available. And Joe F’s office has a spot. Doug’s old office is also available, and Stephen’s has a vacancy.
Joe T – when we moved here, the seniority was determined by the most senior person in the office – they could choose whomever they want. I think we should still go by that.
Art – That rule was used when there were two vacancies. In this case there is only one office vacancy. Also, we want to have some kindness here, to not move someone out if possible.
Joe T – I think Joe F should be able to choose his new office mate, for example.

5) CALCULATORS AT MARC: Rene P: is everyone okay with the TI-30 multi-view calculator? We also have 10 TI Inspires, because of Statway. But these will not leave the
lab. We cannot rent calculators this semester. Fiscal took over auxiliary services. They said we can’t charge students if they don’t bring back the calculators. Also, they won’t accept our deposits if we have charged students for calculators being missing or late.

Art – we need to make it workable. Matt (Judd) is already aware of the situation.

6) **TUTOR QUALIFICATIONS:** Rene P: – they used to give the tutors a diagnostic test after they were hired, to assess their strengths. Now they are testing them beforehand, even telling them what’s going to be on the test. The scores have gone down. We have had problems trying to hire the H-1 visa students. Now we’ll be able to hire students from other campuses, like from Cal Poly Pomona; they don’t have to be students here. Also, what’s the best way to assess expertise in something, like 280? Do we go with their grades, or some recommendation from a professor?

   Matt – I think if students can’t do intermediate algebra on a test, they shouldn’t be tutoring.
   Steve – couldn’t the recommendation form be private?
   Art – there is a way: email John Cardenas directly.

   Paula – I wouldn’t have a problem if someone I recommended didn’t pass the test then wasn’t hired as a result.

   Bao-Chi – what if they haven’t taken the course in a while?

   Rene P – I think the recency factor is important.

   Matt – This will be good, because most of these students from outside schools are probably former Mt Sac students, not complete strangers.

   Rene P – we need more people sent our way.

   Horia – we could have candidates look at a 285 final, and see how they approach the problems.

   Art – I will be meeting with Rafael Delgado to see if the test is a good predictor of who makes a good tutor.

7) **UNIVERSAL TESTING CENTER:** Hugh: Why don’t we have a big centralized testing center? Grace Hanson would like to move all testing out of DSP&S.

   Debbie – Michelle already brought this up, and took it to President Scroggins. This came up after last December’s dialogue with DSP&S.

   Scott – the Academic Senate already passed a resolution in support of this last spring.

**Reports**

1) **ACADEMIC SENATE:** no report

2) **FACULTY ASSOCIATION:** no report.

3) **DEPARTMENT CHAIR:** Art: We need to know who our 2014-2105 reps will be to the Faculty Association and Academic Senate, so they will be able to schedule their courses accordingly. Before the scheduling committee meets, we want to decide this.

   Melody – my position on Ed design will be up in fall 2014.

   Art – everyone – start looking at this, see if you can do it.

   If you need to contact the division about something general, i.e., not to a specific person, send an email to nsdiv@mtsac.edu. If you need to call in an absence after 4:30 or before
8AM, please call campus safety at x4555 so they can post it on your door. Also, please call x5552 to report your absence.  
Please contact me if you are interested in volunteering for Alumni Day, or if know any alumni of note who could be recognized.  
We now have a multiuse copier in the workroom. It has a scanner, which can send files electronically to your email. Make sure you log out.  
Don’t use the blackboard erasers on the whiteboards, as they will scratch and damage them.  
Don’t use the whiteboard cleaners either, just use water.  

Announcements  

1) The AMATYC conference is in Anaheim this year. October 31 through November 3.  

The meeting was adjourned at 3:40 pm  

Submitted by:  

Department Chair       Recorder  
Art Nitta       Cameron Troxell