

# **Mathematics and Computer Science**

## **Department Meeting Minutes**

9/11/15

61-2316

**Present:** D. Beydler, A. Birca, D. Chavez, S. Childress, B. Edwards, C. Graham, H. Griffith, S. Guth, K. Khoddam, A. Kirchgraber, T. Kojima, I. Lai, S. Lancaster, P. Lee, R. Loyd, J. McMullin, B. Nguyen, A. Nitta (Chairperson), H. Parra, C. Perez, H. Pop, K. Rivas, D. Rivers, M. Summers, C. Sun, T. Takashima, J. Terreri, F. Tran, J. Wakefield, T. Vo, P. Young

**Absent:**

M. Johnson, C. Kim, M. Munro (banked leave), J. Sholars, J. Tamayo, C. Troxell, S. Zicree

**Meeting was called to order at 2:50 pm**

### **I. Old Business**

#### **A. Approval of August Minutes:**

The August minutes were approved.

### **II. New Business**

**A. Birthdays for September:** Happy birthday Baochi and Alina.

#### **B. AS-T degree issue revisited**

Debbie's last motion last department meeting was to remove List B from the AS-T degree. Currently, students are required to take one course in List B.

There was discussion about how requiring a course from List B (like discrete math) would be a benefit for students, enriching them.

Motion to remove List B from the AS-T carries (although there were 4 nays).

Faculty voiced out suggestions to include List B as a recommendation from the math department, but students would be directed to contact their transfer university for guidance. This verbiage could be posted on the website or the school catalog.

#### **C. Update on notation for computer-assisted sections in the class schedule**

Heidi asked faculty if they had any additional insight for her to bring to her meeting about informing students of instructors that have an online component to the class such as MyMathLab and ALEKS. This information could maybe be placed on the website.

Melody: Heidi, if anything triggers a dialogue, please send a mass email to FT Math.

#### **D. Projector cords in the classroom**

Steve Lancaster wanted to inform faculty that some of the cords of the ELMOs are clamped on too tightly and encouraged faculty not to clamp the cords too tightly.

Faculty also expressed concerns about monitors not working, exposed tangled wires, lack of VGA cords for laptops. There were some suggestions about labeling VGA cables to

make them easier to use (i.e. RGB1 goes to RGB1, etc.), getting control panels, having the consoles on the desks instead of the walls, and getting updated touch pads.

Scot informed the department that he did find extra VGA cords in the drawers, so faculty needing cords for their laptop can check the drawers.

Also, Art will ask to get the VGA cords replaced.

Heidi noted that the department has many good ideas that don't move forward, and asked if anyone would take charge or just put these items on PIE.

Joe suggested creating a task force to help with follow up, where faculty could have the time spent for this task force contribute to supplemental hours.

Melody volunteered to check to see which rooms need VGA cords, which ELMOs work well, and help instructors explain how to use them.

Baochi suggested that we could record collectively how many minutes we spend working on setting up technology to get good data.

Steve L. brought up having a risk assessment in binding the cords together to avoid any liabilities, as long as the cords can connect to laptops.

### **III. Reports**

#### **A. Academic Senate**

Scot: The Senate President is trying to expand evening classes, which means expanding support like testing facilities. If you are interested in requesting IT/facility needs (ideas how we can add support for evening classes), please send them to the Division Dean.

There was a passing comment to make Spring FLEX day mandatory. Support was that other schools have more FLEX than we do.

There are several vacancies: Senator at Large (does not have to be a senator, could be full/part time, and would require to go to executive and regular meetings) and Secretary (must be a Senator).

Melody informed the department that Ed Design wants a member from the Math Department, meeting every Tuesday from 1:30pm-3pm for Fall semester, and twice a month in Spring.

#### **B. Faculty Association**

The FA report will be sent out by next week.

Hugh: Eric K's emailed faculty regarding new contract change that was overwhelmingly approved (90%). You will be getting that new money in the next check or after, and a retroactive check reflecting the raise. There is also an online survey release in October.

Debbie: Here are some suggestions for items to be on a survey: increase benefit package since they can't open salaries, step on pay schedule, allow faculty to bank more than 30 units

Hugh: If you have any suggestions to add to the survey, please inform Eric by September 30<sup>th</sup>. We're looking for 2 people to shadow as negotiators and attend CCA training next February or July. Please contact Eric by September 25<sup>th</sup> if you are interested in being trained as a Faculty Association Negotiator.

There is a CCA Conference at the Double Tree Hotel in San Jose October 15<sup>th</sup> -16<sup>th</sup>. Registration is open, and you will be reimbursed. Contact Eric by Sept. 25<sup>th</sup> if you are interested.

Puttin' On the Hits Fundraiser is Sept. 21<sup>st</sup>, 11am-10pm at BJ's Brewery in West Covina where 15% of food/soft drink sales goes to the Student Achievement Fund to provide student scholarship.

Al: You can also write a check to Student Achievement Fund and get a tax write off.

Hugh: Next meeting, we will see if we want to approve mid level PPO Dental Plan that's \$65 less/month, with a calendar maximum of \$1000. The other two plans will stay the same. It's a matter of having a 3<sup>rd</sup> option  
Open enrollment is in October (HMO or \$2500 PPO)

Al: If this new dental plan gets implemented, HR will have a 2-week special enrollment if you want to choose this midlevel plan (\$1000 coverage per family member)

Hugh: Anyone strongly opposed to have this 3<sup>rd</sup> option? No one opposed so we will vote yes for that plan.

## **C. Department Chair**

### **1. CID description review**

Art: We're in the 5<sup>th</sup> year of TMC. We have descriptors set for the CID courses. If you would like to give some feedback (if you want to see any description/topics added or altered), Art will email out the link for faculty to give feedback.

### **2. Faculty photos in the hallway**

Art: Let's add photos of adjunct and full-time faculty in the hallways.

### **3. Division report:**

If you are interested in teaching classes in winter, let Art know. The college is still looking to grow. Also, there may be a classroom set of laptops available for faculty to use, if you're interested in using something like ALEKS in the class.

Art: Start thinking of your PIE requests. Every Spring, there's a call for technology. If you have any ideas, let us know.

#### **IV. Announcements**

Debbie: We are trying to coordinate a DSP&S dialogue focusing on what is a reasonable accommodation, 1pm-2pm on December 4<sup>th</sup>. Debbie will send an email out to FT Math.

The CMC3 Fall mini conference will be on October 10<sup>th</sup>, 2015 at Saddleback College.

Rene: Please put things (like chairs and monitors) back where they belong.

Melody: It would be nice to have folding chairs and a maximum capacity sign too.

**Meeting adjourned at 4:40pm**

Submitted by:  
Phebe Lee

Department Chair  
Art Nitta