

# Mathematics and Computer Science

## Department Meeting Minutes

03/06/2015

61-2316

**Present:** D. Beydler, A. Birca, D. Chavez, S. Childress, B. Edwards, C. Graham, H. Griffith, S. Guth, P. Hosea, K. Khoddam, A. Kirchgraber, T. Kojima, S. Lancaster, J. McMullin, M. Munro, B. Nguyen, A. Nitta (Chair), H. Parra, C. Perez, H. Pop, D. Rivers, M. Summers, C. Sun, T. Takashima, J. Tamayo, J. Terreri, F. Tran, C. Troxell, J. Wakefield, P. Young, S. Zicree

**Absent:** R. Loyd, T. Vo, M. Johnson, C. Kim, J. Sholars, V. Tatoian,

The meeting began at 2:52.

### Old Business

- 1) **December 2014 Minutes:** The December 2014 minutes were approved by acclamation.

### New Business

- 1) **Four-year Review for Math 50: Al:** We brought this to your attention last meeting. These are the changes made to the book outline. These changes were updated in Web CMS as part of the 4-year review. We mentioned adding conversion of American units. We removed section 8.5 – percent problems involving simple interest. Removed some language having to do with proficiency in Algebra. Added two more sample assignments, using order of operations and polynomial simplification. And we updated the book in Web CMS, to the current edition. Proposed effective date for this outline is summer 2015 in Web CMS, but the book outline approved last December will take effect in Fall 2015.  
**Debbie:** we wanted to bring Web CMS in line with our approach to the course outline, which was to build a strong bridge to Math 51. All changes to the Math 50 curriculum were approved by acclamation.
- 2) **CSCI 145 and CSCI 190 Outlines: Horia:** here are the course outlines for CSCI 145 and CSCI 190. The books we're using are getting larger, but we still want to keep using the same title. Both course outlines passed by acclamation.
- 3) **Second Half 8-Week Classes & Final Exam Schedule: Matt:** Because of the way we do finals for the 2<sup>nd</sup> half 8-week courses, we lose a significant amount of lecture time. In the past we only had one section of Pathways courses, which were 8-week courses, but now we have more sections. I have made several proposals about how it could get fixed, all of which

have a significant downside. One solution that helps somewhat: you have two final exam periods - use one of the periods to have a regular class meeting once during finals week.

**Debbie:** I've always used that other exam period to meet with my class.

**Matt:** I wanted to make this approach official. I'm concerned about the pass rates for the 2<sup>nd</sup> half Math 71 class.

**Heidi:** should we make a proposal that our adjunct take this approach?

**Al:** if it's an eight-week class, that eighth week is a week of instruction.

**Stephen:** perhaps we need separate eight-week course outlines.

**Art:** do we have a motion to make this a department policy, for full-timers and part-timers?

**Al:** I think it should come from the Dean level on down.

**Matt:** Matt Judd communicated to me that we could do this.

**Paula:** I move that Art would let all faculty know, who are teaching these eight-week courses, that they are encouraged to meet during the other available time slot where there is no conflict with other final exams. Motion passed by acclamation.

- 4) **Nominations for the Scheduling Committee: Kambiz:** There will be an opening in the scheduling committee, to replace Heidi. To be on this committee you must have incredible patience. Thank you Heidi for all the work you have done with this. (Department congratulates Heidi for her many years of work on the scheduling committee). I would like to open the nominations for the scheduling committee. The idea is to vote during the next department meeting, in April. Motion to open nomination passed by acclamation.

**Kambiz:** Heidi and I would like to nominate Debbie for this committee.

**Heidi:** I'd like to clarify that this position would not be for the chair of the committee.

**Art:** We'll make the Wednesday prior to the next meeting the closing date for the nominations.

- 5) **DSPS Updates: Debbie:** In the fall DSPS tried out scribes. But with drops it got complicated. They've gone back to notetakers. They have to have a 2.5 GPA. They get paid a nominal wage. Also, Christine Tunstall runs a math support course, DSPS 30, which teaches study skills. It will begin March 24. She will use a one-unit topic/lab structure. Just wanted to remind you that the dept reps are Debbie, Heidi, and Christine. Remember that the decisions you make to accommodate students may affect department policy. Come talk to us if you have any questions about how you should approach an accommodation situation.
- Janet:** is there any way to limit the number of DSPS students that can take a given class?
- Debbie:** No, the students get to self-select.

- 6) **Birthday List: Paula:** Happy Birthday to everyone who has a birthday this month. Here are some lottery tickets.
- 7) **Gerald Peter Memorial Scholarship: Al:** We will continue offering the Gerald Peter Memorial Scholarship this year. Michelle is looking into changing its name. We are trying to up the goal by offering more financially meaningful scholarships. We are looking for

donations. To make a donation you can take it to the foundation office, you can do it online with a credit card, or if you are full-time you can do a monthly payroll deduction. The committee (myself, Michelle, Candice) will meet in May. It would be nice to know the amount donated by then, for planning purposes, so please consider donating by May 1. The students are very grateful to receive these scholarships. Last year we gave three \$500 scholarships.

- 8) **Correction to Math Flow Chart: Joe:** There is a mistake in the math course flow chart that appears in the Spring Schedule of classes. Because of a law that designates Beginning Algebra as a prereq for Intermediate Algebra, 70S should not serve as a prereq for 71X. It's a mistake with the graph.

**Art:** when I was updating the old course outlines, I saw that Math 55 was an approved prereq for Math 71X. So I believe that 70S should also fulfill the prereq for 71X. I'll talk to Matt again about it. If there is indeed a mistake, I'll go ahead and fix it.

**Scott:** the graphic may be in error but we're not out of compliance.

- 9) **Scheduling 70S and 110S: Scott:** We have an issue regarding 70S and 110S. Pierce College is offering 20 sections of their Statway course, and they are filling. Matt Judd wants to add some sections. We've only scheduled 70S in the Fall and 110S in the Spring. Now we want to offer them every semester, so the number of sections will increase.

**Art:** I don't think we have enough faculty available in order to add courses for Fall 2015. Let's put this on the April agenda, to talk about future semesters.

## Reports

- 1) **ACADEMIC SENATE: Art:** We want to approve Frank as our 2<sup>nd</sup> AS rep for Spring 2015. Motion passed by acclamation.

**Melody:** Here is the report. There are no action items. There are some discussion items, mostly having to do with cleaning up wording. There is some clarification of ILO (formerly GEO) definitions. Quantitative reasoning is now going to be included in one of the ILOs (Critical Thinking). So should I vote for these changes? Approving these will become an action item at the next AS meeting.

The dept did not object.

- 2) **FACULTY ASSOCIATION: Alina, Hugh, Stephen:** we have not met yet this semester.

- 3) **DEPARTMENT CHAIR: Art:** We are getting a second full-time position. Yay! There is a Common Core conference in April, organized by the CTA. If you are interested in attending please contact the Faculty Association.

**DIVISION REPORT: Art:** There are two positions open on the Basic Skills Committee. One is a math position to cover for Matt in his absence. The other is to be the new co-coordinator. This is really important.

**Matt:** Around one million dollars is distributed through this committee, to places such as the MARC. About 16 people are on the committee. The co-coordinator position will be open, since Glenda Bro is retiring. 9 units of reassigned time for the year. They meet on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month, 2:30 to 4 pm. Our department benefits a lot from this.

**Art:** we definitely want strong volunteers on this committee. We also have a vacancy on the Ed design committee. Joan was on this committee, and before that Melody. They meet the 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup> Tuesdays, 1:30 to 3 pm.

**Melody:** as a committee, when you review courses, you look through Web CMS, and see that things that are lining up with ed code. In other words, does everything connect within the document?

**Art:** Dual enrollment is coming. Mt Sac and other colleges are offering courses at local high schools. For the first time we have less new students. Maybe this could be a pipeline for students to come to Mt Sac.

**Matt:** I would be concerned that Mt Sac is organizing people to teach our courses without us having any input into it.

**Scott:** why is the Senate not discussing this? It's totally an academic issue. I'll talk to Dan Smith and look into it.

Mt Sac's High School Outreach is March 12-13. Please consider participating in this.

#### **Announcements:**

1. **Art:** Emergency Drill is coming Tuesday March 17, 8AM to noon. We don't know if we will be affected by this.
2. **Art:** Super Pi day is coming, March 14, at the CMC^3 conference.

The meeting was adjourned at 4:48 pm

Submitted by:

Department Chair  
Art Nitta

Recorder  
Cameron Troxell