

# Minutes

*Prepared by Hal Huntsman*

**August 19, 2022**

**Room: UH 105**

**3:00pm – 4:30pm**

## *Math Department Meeting*

Items	Action
<p><b>I. Reports</b></p> <ul style="list-style-type: none"> <li>A. Dean</li> <li>B. AP&amp;P</li> <li>C. BSI</li> <li>D. Outcomes</li> </ul>	<p>Dean</p> <ul style="list-style-type: none"> <li>- Enrollment is up a little compared to last fall, but still down significantly compared to 2018. We are being held harmless until 2024, but then stand to lose as much as \$10 million unless enrollment increases.</li> <li>- We need to increase online offerings for courses that make sense. We need to take control of this and do it right so that the state or other bodies don't take control of it for us.</li> <li>- POCR certification was discussed.</li> </ul> <p>AP P – hasn't met. Deadline for submitting materials that will be in effect by fall 2023 is 9/30/22. We have several courses to submit before the deadline.</p> <p>BSI is becoming Academic Achievement Committee (AAC).</p> <p>Outcomes hasn't met, but deadlines are also approaching. Cindy would like to resign so we are looking for a new member of the Outcomes committee.</p>
<p><b>II. Discussion Items</b></p> <ul style="list-style-type: none"> <li>A. Minutes (volunteer please!)</li> <li>B. Enrollment</li> <li>C. Schedule (rooms)</li> <li>D. Support Courses</li> <li>E. DE Designation               <ul style="list-style-type: none"> <li>1. Courses, modality, proctoring, etc.</li> </ul> </li> <li>F. Math130</li> <li>G. Contextualized Transfer Level Math</li> <li>H. Other</li> </ul> <p><b>III. Action Items</b></p>	<p>Minutes – Hal volunteered.</p> <p>Enrollment is down, as mentioned previously.</p> <p>Support courses – under enrolled; thinking about ways to increase enrollment and do better outreach.</p> <p>DE designation</p> <ul style="list-style-type: none"> <li>- We need to think about what we as a department think makes sense for getting DE approval for our courses.</li> <li>- Currently, we have DE approval for Math 110, 115, and ?</li> <li>- Do we want to establish department norms for how we will offer courses online.</li> <li>- ADA compliance is important</li> </ul>

- Having regular contact between the instructor and the students is another important factor.
- To meet these compliance factors, the chair suggests creating a “master” online course for DE each approved course.
- Pavinee, Peter, Josh, Tooraj, Roberto, and Jane volunteered to be on the workgroup to make recommendations to the department about what courses should get DE approval, what modalities should be used, how we will assess students, etc.
- The workgroup may create and send out a survey related the opinions of the department regarding DE approval for math courses.
- Several folks weighed in that we should not force instructors to all do the same thing in their courses.

Math 130 – we are meeting after this meeting to put the final touches on math 130. Bringing course online will have ramification in other programs and courses that need to be addressed, as well.

Contextualized Transfer Level Math – this would primarily be offered to students in CTE. Other colleges in the state are offering a course like this that we can use as a model. Content includes measurement, fractions, decimals, percentages, conversions, geometry, trigonometry, and basic statistics. Cindy and Jane volunteered to work on that with James.

Other - A proposal was briefly discussed to keep the instructor of upper division courses hidden from student until the first day. We expect to see an action item on the agenda for our next department meeting.

**NEXT MEETING DATE: September 16, 2022 (Tentative)**