IMPERIAL VALLEY COLLEGE

Science, Mathematics, and Engineering Division

Mathematics Department Approved Minutes February 05, 2013

CALL TO ORDER

The meeting was called to order at 11:55 a.m.

DEPARTMENT MEMBERS PRESENT

C. Bennett, A. Cozzani, D. Gilison, O. Hernandez, J. Kitzmiller, E. Lehtonen, A. Leon, J. Noguez, B. Nilson, B. Riehle, M. Shokoufi, A. Voldman, and R. Castrapel, Math Department Chair

DEPARTMENT MEMBERS ABSENT

STAFF PRESENT

O. Duarte

COUNSELING LIAISON

DEAN

GUESTS

APPROVAL OF MINUTES

The minutes for November 06, 2012, were approved unanimously (MSC-A. Leon/M. Shokoufi).

DEPARTMENT MATTERS

A. Communications:

Short Term Classes –D. Gilison:

• Low enrollment classes were cancelled and because there was already a budget set aside for those classes the idea to add back a couple of high demand classes as short term for remainder of semester was proposed by Instruction office. Deadline was last Friday.

Summer Schedule – R. Castrapel:

- Will start putting together a schedule.
- FCMAT recommended larger summer session.
- Instruction office will be taking over room choices in order to be more efficient with classroom utilization. We can still make recommendations to use specialized white boards.
- Suggestions to offer M140 and M190.

Display Cabinets – R. Castrapel:

- Would like to update Math display cabinets.
- Math has 4 cabinets (1st floor -West Hall, South Entrance, East Hall, 2nd floor -NW).
- B. Riehle and B. Nilson volunteered to do one with a math festival theme (minus student pictures).
- R. Castrapel volunteered to take pictures and solicit Bio's.

• B. Riehle and J. Kitzmiller volunteered to do one profiling math department courses and math lab.

Math Festival – B. Riehle:

- Met with High Schools on Thursday. Discussed minor changes to topic list.
- Should have current topic list by next week.
- Also discussed format.
- Teachers are concerned that if problems are too hard students may not want to sign up again. They would like to see some basic but challenging problems.
- 2011 tests will be sent out to H.S. teachers so please keep that in mind when working on this year's tests.
- All printing needs to be done by the middle of March.
- R. Castrapel working on getting donations (snacks, drinks).
- B. Nilson suggests that topics follow the California State Standards.

New Applied Sciences Math Course- A. Leon:

- Potential new course proposed by Efrain Silva to start possibly in the fall.
- Math class that can be taken by anyone who is doing an associate of applied science.
- A. Leon handed out and discussed syllabus from Arizona Western College (AWC).
- D. Gilison asked if this class replaces M091. A. Leon will look into it.

PT Faculty Orientation Packet – M. Shokoufi:

M. Shokoufi voiced concern over PT faculty not knowing where to find course outlines.
This information should be offered by instruction office on the day of orientation. R.
Castrapel will bring up at Instructional Council.

B. Action Items

M192, M194, M210 SLOs: Motion was made to approve M192, M194, and M210 SLOs as presented by A. Voldman. Motion was approved unanimously as presented.

- Need to identify ILOs. J. Kitzmiller volunteered to help A. Voldman.
- SLOs go into effect next school year (13-14).
- R. Castrapel will enter into CurricUNET.

C. Other Department Items

- E. Lehtonen attended a union conference and reported that there's a proposal that everything under M091non credit. State to implement 2015-16.
- FCMAT recommendation to teach MWF.

OTHER

• Department Annual Program Review (APR) – R. Castrapel asked faculty if there is anything monetarily urgent or pressing that needs to be added to report. The following was suggested:

Approved on March 5, 2013

Recorder: Ofelia Duarte

- 1) Upgrade computer software in the Math Lab.
- 2) Request more money for tutors.

ADJOURNMENT

The meeting was adjourned at 12:52 p.m.