

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division

Mathematics Department
Unapproved Minutes
February 7, 2012

CALL TO ORDER

The meeting was called to order at 3:33 p.m.

DEPARTMENT MEMBERS PRESENT

A. Cozzani, O. Hernandez, J. Kitzmiller, A. Leon, J. Nelipovich, B. Nilson, B. Riehle, M. Shokoufi, A. Voldman, and R. Castrapel, Math Department Chair

DEPARTMENT MEMBERS ABSENT

E. Lehtonen (Excused)

DEPARTMENT ADJUNCT MEMBERS PRESENT

C. Bennett

STAFF PRESENT

C. Cortés-Ramirez

COUNSELING LIAISON

L. Mazeroll

DEAN

None

GUESTS

None

APPROVAL OF MINUTES

The minutes for November 1, 2011, were approved unanimously, as presented (MSC-A. Leon/A. Voldman).

DEPARTMENT MATTERS

Communications: R. Castrapel stated that he had the following communications to share with the Department:

Summer 2012 and Fall 2012 Schedules: R. Castrapel stated that he still has no updated information on this agenda item. He reported that a scheduling task force is being put together to determine what classes should be offered. He also stated that the last he heard on Summer 2012 is that it will be between 200-300 FTES. He gave a guesstimate that the Math Department will be offering between 3-4 classes this summer. The Scheduling Task Force will be meeting for the first time tomorrow and he is on the task force and will hopefully get more information after the meeting. B. Riehle stated that since summer school will not be accommodating the high schools this year, will the ACCUPLACER test be in place to do the cut offs for our new courses (M061, M071, M081, and M091). R. Castrapel stated that as far as he knew, that was the plan but he will look into it to confirm. A brief discussion followed. M. Shokoufi asked about the Chancellor's Office approving our new courses. R. Castrapel will look into it. R. Castrapel added that the

Summer 2012 schedule needs to be inputted by March 15th – he’s just waiting for approval. He is also waiting for FTES for Fall 2012.

Annual Program Review: R. Castrapel stated that he was asked to cut 5% of the overall Math Department budget. A brief discussion followed. He added in the Program Review there was no line item for new faculty so he did not put in a request for one. He stated that probably next year with the new courses in place, a request might have to be put in for new faculty.

Math Festival: R. Castrapel asked if the Department should hold the Festival this year. He expressed his concerns. A brief discussion followed. B. Riehle stated that the biggest cost are the t-shirts and printing with a small expense for the pencils. M. Shokoufi mentioned the cost for the medals and how they are ordered in bulk for at least two years. M. Shokoufi also expressed her concern over those schools that will not be able to attend due to budget cuts (transportation) or other unforeseen obstacles. B. Riehle stated that she had been in communication with most of the schools because not all had responded to her. She also added that both R. Castrapel and her had looked at dates and due to our semester ending so much earlier than the high schools, the best date to hold the Festival would be April 27th. She sent that information out to the high schools via e-mail and the following schools responded: Calexico High School (No- CST Tests); Calpatricia (Yes); Southwest (No-CST Tests); Central (No-CST Make-Ups and Senior Picnic); and DeAnza (Yes). She didn’t hear back from: Imperial, Holtville, or Brawley. R. Castrapel added that in the communication the option of May 4th or not holding the event at all was not stated, so we don’t know how the high schools feel about that. B. Riehle also expressed her concern over all of the construction going on our campus. M. Shokoufi added maybe changing some of the event to have the students give presentations. It was agreed to change this agenda item from “Discussion” to “Action” in order to communicate with the high schools the cancellation of the event (MSC-A. Leon/B. Nilson). It was agreed that the Department dispense the Math Festival this year and discuss at the next Department Meeting on a date for the Event next year (MSC-B. Nilson/A. Leon). R. Castrapel stated that he could probably lower the cost of t-shirts by going to an on-line company.

Credit By Exam Courses: R. Castrapel reported that the Department was asked to identify which courses could be offered for credit by exam. He stated that he unilaterally decided for Computer Science to offer the lower two classes to offer as a possible for credit by exam. For Engineering there were none identified because there’s no current teacher to write the test. He asked the Department about Math courses. A brief discussion followed including the conflict schedule. It was agreed to have the credit by exam option available to M119 and up (except for M121, M122-not currently active, and M241-not currently active). A brief discussion followed including the process for students who are petitioning for a credit by exam.

San Diego Region Mathematics Articulation Meeting: R. Castrapel announced that a couple of faculty expressed interest in attending and that he wouldn’t be able to attend. J. Nelipovich and A. Voldman had volunteered to attend.

Textbook Committee for New Developmental Classes: R. Castrapel asked for a motion to combine this agenda item with the Book Selection agenda item. It was agreed with no opposition to combine the agenda items (MSC-J. Kitzmiller/A. Leon). M. Shokoufi asked for an update on the search for textbooks for the new Math courses. J. Kitzmiller reported on the books she had received as examination copies. A brief discussion followed to include the new textbooks being updated on CurricuNet, customizing, and the use of MathXL/MyMathLab. The following agreed to serve on the Textbook Selection Committees: M061 and M071 – J. Kitzmiller and B. Nilson; M081 and M091 – J. Nelipovich and O. Hernandez, with input from B. Riehle, A. Leon.

Book Selection: M061, M071, M081, and M091: (This agenda item was combined with the Textbook Committee agenda item.)

Assignment of 200 Level Courses: M. Shoukoufi reported that her and E. Lehtonen have been discussing for a while those 200 courses that are only taught once a year – especially the preparing of the course. R. Castrapel stated that all of those courses are subject to the non-conflict schedule. M. Shokoufi suggested assigning one person to teach the course(s) 2-3 years. R. Castrapel stated that he could work by E. Lehtonen’s proposal – E. Lehtonen would like to give for the 200 level courses, the right of first refusal of the schedule to the person who previously taught the class. Discussion followed. B. Nilson suggested that this item be further discussed amongst the Department members and make it an action item for the next Department Meeting. After a lengthy discussion, R. Castrapel announced that this item will be an “Action” item at the next Department Meeting.

OTHER

Accreditation and TBA Courses: R. Castrapel reported that one of the things that we got “dinged on” in accreditation was the courses that were listed as TBA – they must have some kind of schedule. We have M060 and on-line courses listed with TBA.

Math Department Storage: R. Castrapel reported that the Department now has storage in the 2700 building. No room number is on the door. R. Castrapel has a key for the storage room and if anyone else wants a key to the storage, they should contact T. Aguirre for approval.

M241: A. Voldman asked that M241 be discussed regarding it being inactive. R. Castrapel stated that the list of inactive courses he submitted included M241. A. Voldman stated that some students are interested in taking the class in F’12 or SPR’13. A brief discussion followed on offering that course in the near future.

Textbooks for M150 and M190: C. Bennett asked if the textbooks for M150 and M190 were different. It was confirmed that they were. She asked if anyone had spare copies available, she would like them for the Math Lab since they don’t have any.

Math Lab Software Upgrades: A. Voldman asked for an update on the upgrades. C. Bennett reported that there will be 20 upgrades done in May.

ADJOURNMENT

The meeting was adjourned at 4:54 p.m.

cc: T. Aguirre, SME Division Dean
K. Berry, Vice President for Academic Services

*Approved on April 24, 2012
Recorder: Carol Cortés-Ramirez*