IMPERIAL VALLEY COLLEGE

Science, Mathematics, and Engineering Division

Mathematics Department Minutes October 4, 2011

CALL TO ORDER

The meeting was called to order at 3:32 p.m.

DEPARTMENT MEMBERS PRESENT

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

DEPARTMENT MEMBERS ABSENT

A. Leon (Excused)

DEPARTMENT ADJUNCT MEMBERS PRESENT

C. Bennett

STAFF PRESENT

None

COUNSELING LIAISON

L. Mazeroll

DEAN

None

GUESTS

None

APPROVAL OF MINUTES

The minutes for September 6, 2011, were tabled for approval during the November meeting.

DEPARTMENT MATTERS

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

M090 Common Final (50% To Pass Course): R. Castrapel announced that sometime last year, it was passed to implement a 50% or better to pass the course. It was not implemented and he's questioning whether it can be enforced now. Discussion followed. It was agreed to not implement it since there won't be a common final graded by a group. It will be graded individually by instructor. Discussion followed on the review available to the students. It was agreed unanimously to vacate the 50% or better requirement to pass the course (B. Nilson/E. Lehtonen).

Book Orders: R. Castrapel announced that everyone should have received book orders by O. Duarte. They are due Monday.

M061, M071, M081, and M091 Update: R. Castrapel announced that the courses have all passed Curriculum Committee. They are now going to go to the Academic Senate for approval. They will then go to the Board and then to the Chancellor's Office. N. Nuñez informed R. Castrapel

that everything is running smoothly and that the validation testing cut scores are done. Also N. Nuñez assisted in getting Basic Skills to pay for the consultant and R. Castrapel thanked her for that. B. Riehle expressed her concern over our campus still being behind other colleges and looking at the big picture. Discussion followed. R. Castrapel stated that these courses will be in the F'11 schedule.

Department Database: R. Castrapel went over the process on compiling a schedule and how time consuming it is to cross-reference all the information. R. Castrapel stated that J. Nelipovich is taking a database course and needs a project to complete the course. J. Nelipovich has volunteered to do the database to do the schedule. M. Shokoufi agreed on the time consuming task. She stated that other Divisions might already have something in place and J. Nelipovich should consult them before working on this project. R. Castrapel will look into it. Discussion followed.

IVUP: R. Castrapel announced that he had a meeting yesterday with D. Versey from SDSU. It looks like we are going to have a cohort at least in Statistics with at least 100. More information will follow at the next Department Meeting. R. Castrapel stated that SDSU is changing their Liberal Studies Major (one with a Math focus and another one with a Science focus). Discussion followed.

Rental Calculators: R. Castrapel asked C. Bennett to update the Department on this agenda item. C. Bennett reported that the Math Lab has gone through the appropriate channels to obtain and use the money from calculator rentals. 30 new graphing calculators should be ordered by this coming Thursday along with batteries. She will inform the Department when the graphing calculators are ready to be rented out. A brief discussion followed. B. Riehle commended both C. Bennett and R. Marin for their hard work in obtaining the new calculators and for their work in monitoring the rental monies.

Visit From Pearson Reps, Next Meeting: R. Castrapel announced that the Pearson Reps will be coming to our next Department Meeting to give us a presentation on new and updated materials they have.

Math Lab Update: C. Bennett reported the Math Lab has 3 new tutors and a couple of work study students. They also have a tutor who can do Statistics. She asked that faculty announce the available tutors to their classes. B. Nilson expressed a concern over the delay in getting those tutors – does the Reading/Writing Lab have the same problem? A. Voldman expressed concern with the tutors in the Library and not having the appropriate software there. Discussion followed.

OTHER

Basic Skills: B. Riehle reported that the Basic Skills Committee has a big report that is due on October 10th. It will determine future funding.

SLO's: A. Voldman asked about the updated assignment list for SLO's. J. Kitzmiller sent the list for approval to R. Castrapel. R. Castrapel will be sending out the updated assignment SLO list soon to the Department. A. Voldman asked if they were collecting the data for only this semester or for the full cycle. R. Castrapel stated that we are finishing the cycle from last year and also collecting.

SPR'12 Student Fees: L. Mazeroll announced that effective this coming Spring, students will have five working days to pay for their student fees. If they don't pay, the students will be dropped from their classes. A brief discussion followed. R. Castrapel stated that J. Magno will have announcements in all the

classrooms to make sure students are informed. A waiting list will also be implemented this Spring. The students will be notified by e-mail and will have 48 hours to register for the class if a slot opens and they are the next in line on the waiting list.

ADJOURNMENT

The meeting was adjourned at 4:30 p.m.

cc: T. Aguirre, SME Division Dean

K. Berry, Vice President for Academic Services