

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division

Mathematics Department Minutes
November 13, 2008

CALL TO ORDER

The meeting was called to order at 4:45 p.m.

DEPARTMENT MEMBERS PRESENT

S. Alvarado, R. Castrapel, A. Cozzani, O. Hernandez, A. Leon, B. Nilson, A. Orensztain, B. Riehle, M. Shokoufi, A. Voldman, S. Zobell, E. Lehtonen, Coordinator

DEPARTMENT MEMBERS ABSENT

None

DEPARTMENT ADJUNCT MEMBERS PRESENT

None

STAFF PRESENT

C. Cortés-Ramirez, A. Galeana, and R. Marin

COUNSELING LIAISON

L. Mazeroll

GUESTS

None

APPROVAL OF MINUTES

The minutes for September 11, 2008, were approved unanimously, as presented (MSC-B. Nilson/A. Leon).

DEPARTMENT MATTERS

Basic Skills Initiative Presentation: A. Leon gave a brief presentation on the Basic Skills conference he attended in August. He also gave a teaching demonstration on a lesson plan, dealing with fractions, that the group he was in put together. He asked for volunteers and the lesson was discussed as it was being demonstrated as to how it can be incorporated into different math levels. A. Leon announced that he had various lesson plans that he gathered at the conference and for those interested he can make copies.

MATH 070, MATH 080, MATH 090 Course Outlines: E. Lehtonen stated that he was going to TABLE this agenda item until further notice. M. Shokoufi requested feedback from S. Alvarado and A. Leon on the linked classes offered for the first time this semester, as this information will benefit on future changes of these course outlines. A. Leon gave a brief report on his linked classes. E. Lehtonen gave the retention numbers for S. Alvarado's linked classes and also for A. Leon's linked classes; which at this point show at 59%. The retention percentage was announced at the Basic Skills Meeting by E. Lehtonen.

Communications: E. Lehtonen stated that he had various communications to share with the Department.

Common Tests – Spring '09: E. Lehtonen lead the discussion on the common tests for MATH 070, MATH 080 and MATH 090. M. Shokoufi stated that she didn't like the way the tests are scheduled. She added that instructors should have the liberty to make up and administer tests (due to possible instructor absences or other conflicts). She suggested the Topic Sheets be sent out and that each instructor make up their tests and schedule their own calendar of test dates. B. Nilson stated that currently the tests are multiple choice and she would like the option to rearrange the question order (because of cheaters). She

also suggested only having free response questions. S. Zobell stated that for those that have the test generator, the multiple choice questions can be rearranged as needed. E. Lehtonen asked about the time allotted for each test level. He also stated that this is the first run of the tests and that problems are still being worked out. Discussion followed. E. Lehtonen suggested having a committee, of 3 or 4 people, to develop the tests with a lead person. The tests should be developed and seen by the committee before they are sent to the Coordinator. The committee is to report to the Coordinator. It was agreed by the Department that the Common Tests be extended thru Spring 2009 (MSC-B. Nilson/A. Leon). It was agreed by the Department to have a committee to work on all the Common Tests (the committee will consist of Department members that haven't worked on the Common Tests already this semester) (MSC-B. Nilson/B. Riehle). It was agreed by the Department that the MATH 090 Common Test testing time be 1 hour and 25 minutes effective Spring 2009 (MSC-B. Nilson/E. Lehtonen). Discussion followed on the timeline. The following Department members will be serving on the Common Tests Committee for the Spring 2009 tests: A. Voldman, A. Cozzani, O. Hernandez, and B. Nilson (advisor). E. Lehtonen will be meeting with the committee before this semester is over. B. Riehle asked that the common tests 1-3 for MATH 080 and MATH 090 be put on the website for students to reference for their final. Discussion followed on the pro's and con's.

Faculty Internships: E. Lehtonen informed the Department that he was going to PULL this agenda item due to the budget crunch the District is currently dealing with.

Academic Advising Program: E. Lehtonen announced that F. Beope has put together a program (through Basic Skills monies) to have faculty work as advisors. Those in the program will be paid at the adjunct rate. Those interested should contact F. Beope.

Math Lab Hiring Update: E. Lehtonen announced that the certificated Math Lab position has done the second interview and the District is currently doing the background check. He is hoping to get the person on board by the beginning of the Winter 2009 session. Discussion followed on the job duties for this position.

Calpass: E. Lehtonen briefly stated that Southwest is looking for faculty to teach in the late afternoons. In talking to the Department individuals, no one seems to be interested.

OTHER

Personal Contact Info: C. Cortés-Ramirez reminded faculty to return, to her, their personal contact information updated before they leave the meeting today.

Potluck: C. Cortés-Ramirez reminded faculty about the Division potluck next Saturday.

MATH 070, MATH 080, and MATH 090 Textbooks: E. Lehtonen announced that the book rep for the MATH 070, MATH 080, and MATH 090 has a package deal with the text in the spiral bound (instead of hard bound) with MATH XL and MYMATHLAB. According to the rep the book price will drop by 35%. It was agreed to discuss this issue at a future time.

ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

cc: K. Berry, Vice President for Academic Services
E. Gould, Superintendent/President
L. Zhao, Division Chair

*Approved on February 19, 2009
Recorder: Carol Cortés-Ramirez*