

COLLEGE OF THE REDWOODS  
Math Department Meeting  
January 18, 2008

Called to Order: 9:35 am

In Attendance:	<u>Full Time Faculty</u>	<u>Associate Faculty</u>
	Mike Butler	Liz Arnold
	Dave Arnold	Dianne Harrow
	Bruce Wagner	Heinz Falenski
	Todd Olsen	Steve Jackson
	Tami Matsumoto	Chris Panza
	Mike Haley	Deva Putnam
	Aeron Ives	Guy Adams
		Robin Carter
		Michelle Moreno

**Item 1: Spring '08 Schedule**

- Steve Walker is unable to fulfill Math 152 duties on Tuesdays 10-2. Replacement instructor discussion held over for Math 152 meeting.
- January 22 & 23 Mike will be here at 7:30 am to greet students and serve free coffee. Any other faculty that can join him would be much appreciated.
- Math 15 at the Eureka Downtown Campus as well as all Math 25's are low in enrollment thus far.
- This past Monday was a big admission day for College of the Redwoods!
- The idea was discussed of maybe teaching classes at the HSU campus (McKinleyville Branch Campus) as a means of retaining students in this area who are not yet ready for HSU.
- Full time faculty should get their course preferences for Fall '08 to Mike.
- Bruce Wagner will be the next department chair.
- Discussion on virtual courses: These courses do not necessarily need to be taught at the Eureka campus. Mike will discuss with Mike H. and Aeron to see if they are interested in teaching any of these classes.

## **Item 2: Program Review**

- All mathematics course outlines have been rewritten and can be viewed at: [msenux.redwoods.edu/mathdept/outlines](http://msenux.redwoods.edu/mathdept/outlines)  
It is recommended that this link be put into syllabi for student availability.
- Special focus needs to go into Student Learning Outcomes (SLO). These outline expected learning outcomes. Authentic Learning Assessments, already being used in Math 120, will eventually be used for every course and will come from the SLO.
- Assessments for Math 120 can be found at [www.redwoods.edu/mathdept/courses/math120/minutes/surveys](http://www.redwoods.edu/mathdept/courses/math120/minutes/surveys)
- It is strongly recommended that instructors review the course outlines for the courses they are currently teaching.
- For more on the accreditation process and more info on SLO go to [www.redwoods.edu/district/accreditation](http://www.redwoods.edu/district/accreditation)
- Accreditation update: Interim president recently went to the commission meeting. We should know the results of the meeting by the end of January through early February.
- Course outlines must be rewritten every five years. To be discussed at a later date is a rotation for all mathematics course outlines.

## **Item 3: IT 62, BUS 94, and nursing math**

Algebra 2 (or Math 120) is now a requirement for the AA degree. The goal is to make IT 62 and BUS 94 to be more similar to Math 120. Chris, Mike B., and Mike Peterson are on the committee to rewrite IT 62. Todd, Mike H., Mike O., and Chris Gaines will committee BUS 94. The goal is to have outlines done by Spring '08 and have the new courses offered by Fall '08.

Nursing Math – more info to come.

## **Item 4: Associate Faculty Evals**

Last semester: Chris P, Mike O., and Steve W were all evaluated.  
This semester: Liz, Emily, Heinz, and Steve J. need to be evaluated.  
Mike will get their schedules out to the full time faculty to get evaluations underway.

Faculty can give student evaluations at any time using the standard evals or something of their own. However, give evals to Tony until final grades have been posted.

### **Item 5: Math 152**

- Lab Position

Must be filled this term or may lose funding.  
Associate faculty are welcome to apply (16 hours) and can retain 13.5 TLU's (will not be eligible for benefits).

Duties: hire/train tutors

Coordinate schedules

Maximize federal work study tutors

Bookkeeping (keeping time, grades, etc)

Math 152 assignments (assign and grade)

- 152 Rewrite

Bruce and Dave are on committee. Others may join if interested.  
Possibly have a new course Math 52 for Math 15, 30 and higher students.  
Need to determine how to implement assignment requirement.  
Outline needs to be ready for Fall '08.

### **Item 6: Meeting Times**

Mondays or Wednesdays at 4:00 pm every other week  
Mike will get a schedule emailed out.

### **Item 7: Announcements & Socials**

Handout for Beyond Crossroads Workshop – see Mike if you are interested in going.

Mike volunteered Todd's house for a social gathering – Todd will get back to us.

Adjourned: 10:55 am