

## Math Department Meeting, March 5, 2015

### Agenda

1. Committee Updates (see written updates)
2. Gateways to Calculus/Engineering update
3. STEM Week Updates
4. SLOs Updates
5. Mesa Updates
6. CEC Updates
7. Math Science Awards
8. TANGO Stat Ed
9. Other Updates and Announcements
  - a. Math 165
  - b. Power Outage and Emergency Preparedness
  - c. Moving Audio Visual Equipment Causes Problems
  - d. Security Risks in the Laptop Labs
  - e. Division Hiring Updates
  - f. Evaluations and Timeline
  - g. Calculator Loan Program
  - h. Career and Majors Fair
  - i. Fall, 2015, Schedules
  - j. Student Equity and Project Success Math courses in Fall
  - k. Eight week – Math 12 (two courses)
  - l. Fullbright Lecture
  - m. Math Review Workshops
10. Sick Days Calculation

**EL CAMINO COLLEGE  
MATHEMATICAL SCIENCE DIVISION MEETING  
March 5, 2015**

Present: Eduardo Barajas, Michael Bateman, Lynn Beckett-Lemus, Susan Bickford, Carl Broderick, Susanne Bucher, Jeffrey Cohen, Jill Evensizer, Junko Forbes, Greg Fry, Milan Georgevich, Megan Granich, Hamza Hamza, Arturo Hernandez, Linda Ho, Anna Hockman, Bob Horvath, Judy Kasabian, Lars Kjeseth, Bob Lewis, Zach Marks, Alice Martinez, Art Martinez, Matthew Mata, Trudy Meyer, Ashod Minasian, Benjamin Mitchell, Eduardo Morales, Jasmine Ng, Kristine Numrich, Malinni Roeun, Greg Scott, Aban Seyedin, Arkadiy Sheynshteyn, Ambika Silva, Jackie Sims (Dean), Satish Singhal, Susan Taylor, Susie Tummers, Lijun Wang, Paul Yun

**COMMITTEE UPDATES (see written updates)**

Reminder to read committee updates to be aware of what is going in the department.

**GATEWAYS TO CALCULUS/ENGINEERING UPDATE**

A linked Math 80 and Math 60 option will be taught by A. Hockman and Alice Martinez, respectively, in fall 2015. The goal is to have a one year accelerated program for STEM students to get into calculus.

**STEM WEEK UPDATES**

STEM Week will be held during the first week of April. There will be workshops hosted by biologists. J. Ng will also host a workshop.

**SLO UPDATES**

All SLO questions for the spring 2015 assessments were collected and an email was sent on how to access them.

SLO or Course Coordinators who wrote action plans for prior semesters must now go back and write a follow-up to their action plan (i.e. Did the action happen? Are you still working on it?) Email S. Bucher if you need a list of submitted action plans.

SLO reports for spring 2015 are due on 9/11/15.

The TracDat system is being updated and will roll out in the beginning of fall 2015. The updates will make the system more user-friendly.

The communication ILO is being assessed campus wide. Those that are teaching a course that aligns with the communication ILO may be randomly selected to participate in the assessment.

## **ACADEMIC SENATE**

The Board of Trustees approved the smoking ban policy. ECC is officially a smoke free campus.

President Fallo is interested in raising the reserve capital.

The Technology Committee is researching new laptops for faculty.

Contact Chris Gold if you are interested in teaching a course abroad.

The college is trying to decide on the role and responsibilities of the head of ITS.

Contact Alice Grigsby if you are having wireless trouble in your classrooms.

## **MESA UPDATES**

280 MESA applications are being processed this semester.

MESA is awarding \$130,000 to students this semester.

MESA is working with UCLA on an eight week summer pilot program. Six students will be selected to participate and it will be fully funded.

MESA has started at the Compton Center. The goal is to be able to build a cohort of students so Compton can start offering STEM classes.

## **MATH SCIENCE AWARDS**

The Math Science Awards will be held on Friday, May 8 from 12:00 – 2:00 p.m. in the Student Activities Center. Donations for scholarships and food are encouraged. Checks can be made out to: ECC foundation.

## TANGO STAT ED

A. Silva is part of a grant funded pilot program that pairs community college statistics instructors with university level instructors. The program is offering two more openings for those that are interested in participating. The week-long conference will be in Pennsylvania following Memorial Day. The program pays for the flight, hotel and registration. One of the requirements is that you have to teach statistics for the fall and spring semester. A. Silva will send out an email with the details.

## OTHER UPDATES AND ANNOUNCEMENTS

- a. **MATH 165:** The Chancellor's Office is not allowing colleges to offer classes that have not been approved. Math 165 is not approved yet so it is on pending status and will not show up on the printed schedule. A decision should be made within the next 30 days. If we don't get a decision, we will have to offer Math 160 in fall 2015.
- b. **POWER OUTAGE AND EMERGENCY PREPAREDNESS:** Reminder to maintain your roles that were defined in the earthquake drill. If you are a hall monitor, stair monitor, etc. remember to resort to those roles during emergencies.
- c. **MOVING AUDIO VISUAL EQUIPMENT CAUSES PROBLEMS:** Moving monitors/equipment can affect the cables and loosen wires. Please do not move equipment.
- d. **SECURITY RISKS IN THE LAPTOP LABS:** Instructors should be vigilant and make sure students are not removing equipment from the labs.
- e. **DIVISION HIRING UPDATES:** The department is currently working on three different hirings - full-time math, computer science and Associate Dean. The Associate Dean hiring committee is being finalized.
- f. **EVALUATIONS AND TIMELINE:** J. Forbes has kept instructors updated on the evaluation timeline. Each person is either being evaluated or is assigned to evaluate someone.

- g. **CALCULATOR LOAN PROGRAM:** We are adding more calculators to the Calculator Loan Program. Art Martinez will fund five sets of calculators for instructor use.
- h. **CAREER AND MAJORS FAIR:** The Career & Majors Fair will be on 4/14/15 from 10:00 a.m. – 2:00 p.m. We need more instructors to volunteer and answer questions about being a math major. Flex credit is available.
- i. **FALL 2015 SCHEDULES:** All full-time instructors should now have their fall 2015 schedule. J. Sims has requested recommendations from the Division Council on a scheduling procedure so the needs of the students and faculty are met.
- j. **EIGHT WEEK – MATH 12 (two courses):** We are offering two Math 12 classes sponsored by CAA Pathways. The students who will be taking this will be paired with either 1). a welding and a human development class; or 2). an air conditioning and human development class. If the classes do not fill, Math 12 will be opened up to all students without the linkage to the other classes.
- k. **FULBRIGHT LECTURE:** There is an opportunity to have a Fulbright Scholar give a lecture during STEM Week. Her background is in engineering and she will talk about her research. Before we invite her out, we will send out an email to gauge interest.
- l. **MATH REVIEW WORKSHOPS:** The Math Department is offering a “Just In Time” workshop sponsored through Basic Skills Initiative. Please inform students this is being offered.

## **SICK DAYS CALCULATION**

J. Cohen recommended to faculty that they should take responsibility to monitor and track accrued sick days.

Lisa Webb in Payroll is the only person who can provide the Sick Days report.

It is best practice to document sick days.

## Math Department, Committee Updates

Agenda for March 5, 2015

### I. DCC

- a. Course Reviews Completed & working their way through the CCC:  
Math 190 - added L'Hopital's rule to satisfy the C-ID  
Math 33, 40 & 67 - Removed Math 25 as a Prerequisite course
- b. Course Reviews in Progress: Engr 1, Summer Math Academy Courses, CS 1, Math 210, and Engr 1 must be completed this semester: (to be in compliance with the 6 year review cycle)
- c. All curriculum changes must be completed by the end of March. They have to be approved by the DCC and the Dept and forwarded to the CCC by April 3rd.

### II. DLOACC

- a. Fall 2014 Reports  
SLO Reports 100% complete  
PLO Reports 33% complete
- b. Course coordinators from previous semesters SLO & PLO assessments need to enter in follow ups to the actions plans by the due date that was set. Please go into TracDat and check to see if a follow up is required for any of the reports you have entered.
- c. A list of all courses and SLO's being assessed in the spring semester are posted in the mailroom with the course coordinators name listed.
- d. All Spring 2015 Assessment Questions are posted on the portal. Please email me ([sbucher@elcamino.edu](mailto:sbucher@elcamino.edu)) and I can send you the link directly.
- e. All Spring SLO and PLO reports are due in TracDat by Fri. Sept. 11, 2015. There will be updates to the TracDat program in Fall 2015, so if you are familiar with the current version of TracDat you may want to enter your reports in TracDat prior to the beginning of the Fall semester.
- f. The Communication ILO will be assessed this semester. All courses scheduled for assessment this spring which align to the communication ILO may be asked to participate. You should be receiving information regarding this assessment prior to spring break.

### III. CM1

- a. Math 210 Course Review  
The course review was returned by the CCC, because it didn't align with the state C-IDs. However, the course articulates with UCLA, CSULB and UCI, our main transfer schools for Computer Science. Their Discrete Math courses don't match the C-IDs either. We need to increase the units from 4 to 5 in order to cover the ten additional topics required by the C-ID. However, since we opted not to have a CS-T Degree, perhaps we don't need to have Math 210 align with the C-IDs. If true, then we can return to the existing 4 unit version of Math 210.

b. Calculus Textbook Selection

The Stewart Calculus text is going to a new edition, so we are doing a textbook review over the next few weeks. The publishers will make presentations on the following days:

Cengage - TH March 12th from 1-2pm in MBA 211

Freeman - TH March 26th from 1-2pm in MBA 211

Pearson - T April 7th from 1-2pm in MBA 211

c. Honors Section of Calculus

In a meeting on Thursday, February 26th, the CM1 Committee discussed a possible honors section of Math 190. Issues such as open enrollment, the H designation, research papers, and rigorous content were discussed. It was decided that CM1 will wait and observe the creation process for honors statistics, and in the meantime, research what other schools are doing for their honors calculus courses. Also, Jill Evensizer will collect ideas from committee members about what they want an honors calculus course to look like.

IV. CM2

- a. CM2 is in the process of assessing both SLO #4 and PLO #2 this semester.
- b. CM2 has voted (**16 Yes, 1 Abs**) to proceed with caution to create a Math 150-H Course Outline starting in Fall 2015.
- c. CM2 has approved (**17 - 0**) the following textbooks for Math 165 starting Fall 2015: Tan (9th edition, expanded version, 2014, Cengage) as the official default textbook. Larson (9th edition, 2013, Cengage) and Bittinger (11th edition, brief version, 2016, Pearson) are both alternate textbooks.
- d. CM2 is currently e-voting on alternate textbooks for Math 120 and Math 150. Once the alternate textbooks have been approved, we will ask the publishers to generate new ISBN codes for Bonnie and the ECC Bookstore.

V. CM3

CM3 is moving along smoothly after completing program review last semester. We plan to collect data for all SLOs for Math 115 and Math 116 and all PLOs for CM3 this semester. Our meeting date to discuss the data and implications is April 30 from 1-2 in MBA 343.

VI. Engr

- a. Course review of Engineering 1
- b. Activation of Engineering 10 (the Circuits course)
- c. SLO assessment for both Engineering 1 and Engineering 9, as well as the PLO assessment for Engineering.

**Instructions for Accessing SLO questions for Spring 2015**  
**(Mathematical Sciences Division)**

1. Login into your MyECC account
2. Hold your cursor over “Areas” and then “Academic Affairs” (located on the top left side of the page).
3. Click on “Mathematical Sciences”
4. Click on “For Instructors” (located under Documents on the left side of the page)
5. Click on “SLO Questions for Spring ‘15” (located in center of page)

## TANGO Program

TANGO is a program intended to improve the teaching and learning of statistics at community colleges. These include **increasing demand** for the course, finding **enthusiastic faculty** to staff the courses, and **student success and attrition** in the course.

This program is entitled Training A New Generation of Statistics Educators, or TANGO Stat Ed, and is sponsored by the National Science Foundation (DUE Award #1432251) with additional support requested by the American Statistical Association.

The program has four components. The primary motive is to pair up faculty who teach statistics at the community colleges with **mentors**. The mentors selected to participate are experienced statistics educators and active researchers and participants in the field of Statistics Education. In addition to providing access to a mentor, faculty will also attend an initial and refresher **training** session and participate in **professional learning community meetings** that will persist beyond the timeframe of the grant. And lastly, the grant will cover the cost of attending the **US Conference on Teaching Statistics (USCOTS)** in order to connect with the broader statistics education community. For more details, please see the attachment.

This year, we will be accepting 18 instructors from different community colleges in the Los Angeles region. I would like to know if you could assist us in two ways. First, we ask that you inform your faculty and invite them to take part as an instructor (mentee) in the program. Second, it would be very important that whoever gets into the program has a guaranteed statistics course to teach during the year (Fall 2015 and Spring 2016). Therefore, we would ask that you facilitate that for the faculty in the program.

The program will start in Fall 2015, but as part of the grant we invite instructors to attend USCOTS which takes place in May 28 to 30 2015 at Penn State University. We will cover the cost of travel, housing, and registration for participants.

If you have any questions about the program, please feel free to email me at [monica.dabos@canyons.edu](mailto:monica.dabos@canyons.edu). We ask that you nominate faculty to participate in program by March 6. Interested faculty should complete a mentee application, found at

[https://villanovaclas.az1.qualtrics.com/SE/?SID=SV\\_0qVqICa30OYVe3r](https://villanovaclas.az1.qualtrics.com/SE/?SID=SV_0qVqICa30OYVe3r)

Ambika Silva is already participating in the Pilot program. TANGO is looking for two more faculty from El Camino College as we want to create a network of people working in collaboration.

Ambika has already collaborated with (There are many others that are mentoring other instructors):

### Monica Dabos:



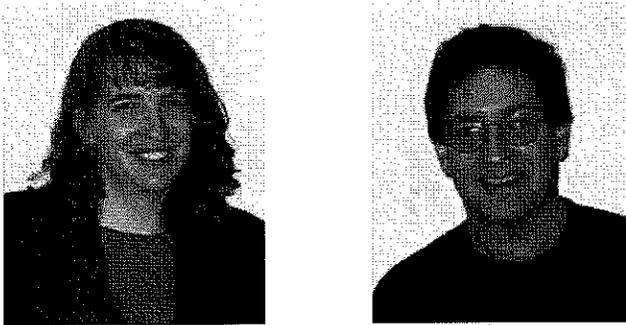
#### **Monica Dabos, PhD**

Statistics specialist (teaching and learning) at  
College of de Canyons!  
Greater Los Angeles Area | Education Management

Current     College of the Canyons  
Previous    UCSB and SBCC  
Education   University of California, Santa Barbara

In addition to running the TANGO grant on the West Coast, Monica is currently my mentor in this program. She is presenting at CMC3 this year.

**Allan Rossman and Beth Chance**, creators of <http://www.rossmanchance.com/applets/>



Allan Rossman and Beth Chance, prominent leaders in the statistics education community, who presented at **Summer Training Institute for Statistics**. Dr. Rossman and Dr. Chance are professors in the Statistics Department at Cal Poly San Luis Obispo, where Dr. Rossman also serves as the department chair. If you want to know more about them, their CVs are available at <http://statweb.calpoly.edu/arossman/vita.pdf> and <http://statweb.calpoly.edu/bchance/cv.html>.

## **Roxy Peck**



**Dr. Roxy Peck** has been a professor in the Department of Statistics at California Polytechnic State University at San Luis Obispo since 1979. She served six years as Chair and is currently in her fifth year as Associate Dean of the College of Science and Mathematics.

**Professional Experience:** Roxy has been very active in the field of statistics education. She is the co-author (with Dr. Jay Devore), of the fourth edition of *Statistics: The Exploration and Analysis of Data*, a widely used and highly regarded textbook for introductory statistics. She is also co-author (with Chris Olsen) of *Introduction to Statistics and Data Analysis* and co-editor of *Statistical Case Studies: A Collaboration Between Academe and Industry*. She is past-chair of the American Statistical Association's (ASA) Section on Statistical Education and is a member of the joint ASA/NCTM Committee on Curriculum in Statistics and Probability for Grades K-12.

Much of Roxy's recent work has involved the Advanced Placement Program® in statistics. She serves as Chief Faculty Consultant for this program, and is responsible for overseeing the grading of exams given to tens of thousands of students. She has also conducted teacher-training workshops related to this program and has given presentations on it at professional meetings.



## Spring 2015 Faculty Evaluation Timeline and Checklist

Evaluator(s) Checklist	Timeline	Evaluatee Checklist
<ul style="list-style-type: none"> <li>Review evaluatee's schedule and arrange to observe him/her in the classroom for a <b>minimum</b> of 30 minutes.</li> <li>Receive evaluatee's syllabi</li> <li>Review syllabi for compliance on objectives/learning outcomes/course description/methods of evaluation/ grading policies and conformance with course outline of record.</li> </ul>	Beginning February 4, 2015	<ul style="list-style-type: none"> <li>Distribute course syllabi copies to your evaluator</li> <li>Start preparing a typewritten Self-Evaluation. <i>Base your evaluation on your objectives for continued improvement, the Instructor Position Description, SLOs, and any other relevant factors. You will need to include your evaluation on Student Survey results when you receive the results later in the semester.</i></li> </ul> <p>Please remember that the evaluatee must provide a copy of course syllabi, which must include the instructor's classroom policies, grading procedures, and course content timeline. As you know, site teams from the Accrediting Commission have been spot-checking faculty syllabi in recent visits, so we want our division's syllabi to comply with the standards the college has established.</p>
<p>Due to concerns raised by our auditors, we're asking you to check the attendance records to ensure that students who never attended class were dropped by the no-show deadline and were not inadvertently claimed for apportionment; please also remind evaluatee to provide an attendance symbol key on the front page of the attendance roster and to keep grade and attendance records for every student for two years.</p>	February 4 – 20, 2015	<p>Due to concerns raised by our auditors, we're asking you to check the attendance records to ensure that students who never attended class were dropped by the no-show deadline and were not inadvertently claimed for apportionment; please also remind evaluatee to provide an attendance symbol key on the front page of the attendance roster and to keep grade and attendance records for every student for two years.</p>
<ul style="list-style-type: none"> <li>Visit your evaluatee's classroom.</li> </ul>	February 4 – April 24, 2015	<ul style="list-style-type: none"> <li>Receive a classroom visit from your evaluator(s).</li> </ul>
	March 2-13, 2015	<ul style="list-style-type: none"> <li>Student Surveys will be administered in your classroom</li> </ul>
<ul style="list-style-type: none"> <li>Receive Student Survey results</li> </ul>	By the end of Week 11	<ul style="list-style-type: none"> <li>Receive Student Survey results</li> </ul>
<ul style="list-style-type: none"> <li>Receive the self-evaluation from your evaluatee.</li> </ul>	April 6 – 20, 2015	<ul style="list-style-type: none"> <li>Complete your Self-Evaluation report. Include evaluation on your Student Survey results.</li> <li>Give a copy of your self-evaluation to your evaluator(s) <b>AND</b> the division office. Probationary faculty, please submit an additional copy for the dean.</li> </ul>

Evaluator(s) Checklist	Timeline	Evaluatee Checklist
<ul style="list-style-type: none"> <li>• Schedule evaluation conference to discuss:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Peer Evaluation Form</li> <li><input type="checkbox"/> Self-Evaluation – <i>Ask evaluatee for revisions if SLO discussion is not substantive</i></li> <li><input type="checkbox"/> Student Survey results</li> <li><input type="checkbox"/> Course Syllabi</li> </ul> </li> </ul> <p>Further, remember that the Self-Evaluation <b>must</b> include a discussion of <b>student learning outcomes</b>. Ask your evaluatee to revise the self-evaluation report if some reflection on SLOs is not present.</p>	<p>April 20 – May 1, 2015</p>	<ul style="list-style-type: none"> <li>• Evaluation conference</li> </ul>
<ul style="list-style-type: none"> <li>• Complete the Conference Report for Faculty. <i>Make sure your evaluatee signs the report.</i></li> </ul>	<p>On scheduled conference date, and/or no later than Friday, May 8, 2015</p>	<ul style="list-style-type: none"> <li>• Receive copy of Conference Report for Faculty.</li> </ul>
<ul style="list-style-type: none"> <li>• Submit entire evaluation file to Division office for the dean's and/or associate dean's review and report on or before <b>Friday, May 8, 2015</b>. Please include all supporting documents from conference checklist above.</li> </ul>	<p><b>DEADLINE Friday May 8, 2015</b></p>	<ul style="list-style-type: none"> <li>• The Division office will forward to you a copy of the completed packet.</li> <li>• Full-Time: copies will also be sent to the Vice President – Academic Affairs.</li> <li>• Part-Time: copies will also be sent to the Human Resources office</li> </ul>

El Camino College  
Mathematics Sciences Division  
Calculator Loan – Information

Any student enrolled in a mathematics course is eligible to check out a TI graphing calculator for the duration of the semester. The supply is limited, so availability is on a first-come, first-served basis.

- A deposit of \$20 and a valid El Camino College student identification card are required.
- If the calculator is returned within three days of the end of the term, the deposit will be returned.
- If the calculator is returned late, is not returned or is damaged, an additional fee of \$100 will be charged to the student's El Camino College account.  
(Registration and access to records will be blocked if the account is not paid.).

To obtain a calculator, the student must get permission from his/her instructor and proceed as follows:

1. Get a signed Calculator Loan Form from the instructor,
2. Take the Calculator Loan Form to the Cashier's Office to pay the deposit (account#11-29602-00-000000-0000) and get a receipt, and
3. Take the receipt to the library to check out a calculator.

If you have more questions, contact your math instructor

El Camino College  
Mathematics Department  
Calculator Loan Program **(TI Inspire)**  
SPRING 2015

(Student's Name) \_\_\_\_\_ is enrolled in section (Section Number) \_\_\_\_\_ of

Math (course) \_\_\_\_\_ and is approved to borrow a graphing calculator.

- Calculator check-outs at the library are from
  - Monday thru Thursday - 2:00pm-8:45pm
  - Friday - 8:00am-4:15pm
  - Saturday - 9:30am-2:15pm

A deposit of \$20 and a valid El Camino College student identification card are required. If the calculator is returned, undamaged, by end of the term and no later than Friday, May 15, 2015, the deposit will be returned. If the calculator is returned late, is not returned, or is damaged, the deposit will not be returned AND an additional fee of \$100 will be charged to the student's El Camino College account. (Registration and access to records are blocked if the account is not paid.)

\_\_\_\_\_  
(Signature of Student)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Instructor's Name)

\_\_\_\_\_  
(Signature of Instructor)

\_\_\_\_\_  
(Date)

Take this signed form to the cashiers' office to pay the deposit\*, and then to the library with the receipt. Once you receive the calculator, **you must keep your receipt and present it to receive your deposit back when you return the calculator.**

\* Account #11-4887000-000000-2100

March 4, 2015

To: *Mathematical Sciences Division*

From: *Jacquelyn Sims, Dean of Mathematical Sciences*

Subject: **Your participation in the Career & Majors Fair,  
Tuesday April 14, 2015 from 10am-2pm, Library Lawn.**

You have received a hard copy of this invitation from the Career Center but I am writing you now to encourage your participation with us.

We will be representing all mathematical sciences majors including math, computer science, and engineering (transfer and Associate Degree level) on April 14 by staffing a couple of tables with handouts about our majors.

The purpose of the **MAJORS FAIR** is to offer students the opportunity to meet with faculty, counselors, and employers in the same location. The students will have a chance to interact and inquire about the many exciting careers, majors, and related job opportunities. The **MAJORS FAIR** also gives you a chance to highlight your program, classes, and share your expertise with the students.

Many of ECC students are either undeclared or undecided on a major. Therefore, your participation gives the students a chance to talk to experts about your fields. Your participation at the fair plays an important role in student success and retention. With an increase in employer enrollment we anticipate a large crowd this year. We encourage you to join us for the event.

You do not have to participate in the total event; please select (x) the option that best fits your approximate time availability:

1.  10am- 11:30am - light morning refreshments will be available
2.  11:30am- 12:30 lunch will be provided
3.  12-1pm lunch will be provided.
4.  12:30-2pm lunch will be provided.

***FLEX CREDIT is also available.***

***Please RSVP with Junko Forbes at [jforbes@elcamino.edu](mailto:jforbes@elcamino.edu) no later than Friday, March 2. Also please indicate the hours you can join us at the table.***

Thank you for your support and we look forward to seeing you at the **CAREER & MAJORS FAIR.**

To all Math 12, 23, 37 and 40 students:

If you would like free help in your math, in a small casual group setting, with a supportive ECC math professor come to our Math Review Workshops. Each week three workshops will be held on different topics.

The first workshop will be held this Thursday, March 5, from 2-3pm in MBA 307 by Juan Ortiz. He will cover simple math operations like addition, subtraction, and multiplication with positive and negative numbers. Next week we will have topics on fractions and solving equations. The topics will change every week to keep up with the new topics your class is covering. Below is a schedule for of math topics for the entire semester. They rotate so you can revisit a topic later in the semester.

So if you are having trouble getting your positive and negatives numbers on your math problems, give him a try, he is very friendly.

The Math Department

<b>Juan Ortiz</b> <b>Thursday 2 -3pm</b> <b>MBA307</b>	<b>Diaa Eldanaf</b> <b>Tuesdays 1 – 2pm</b> <b>MBA 205</b>	<b>Esmaeli Akram</b> <b>Tuesdays 5 – 6pm</b> <b>MBA 212</b>
<b>March 5 – Thursday</b> <b>1. Integers:</b> Please review basic operations involving integers. Also include graphing of integers on a one dimension line.	<b>March 10 – Tuesday</b> <b>4. Fractions I:</b> Please review adding, subtraction, equivalent fractions, mixed numbers	<b>March 10 – Tuesday</b> <b>7. Solving equations</b> Please review solving one and multiple step solutions of one and multiple variable equations.

## Just in Time Workshops – Spring 2015

<b>Juan Ortiz Thursday 2 -3pm MBA307</b>	<b>Diaa Eldanaf Tuesdays 1 – 2pm MBA 205</b>	<b>Esmaeli Akram Tuesdays 5 – 6pm MBA 212</b>
<b>March 5 – Thursday</b> <b>1. Integers:</b> Please review basic operations involving integers. Also include graphing of integers on a one dimension line.	<b>March 10 – Tuesday</b> <b>4. Fractions I:</b> Please review adding, subtraction, equivalent fractions, mixed numbers	<b>March 10 – Tuesday</b> <b>7. Solving equations</b> Please review solving one and multiple step solutions of one and multiple variable equations.
<b>March 12 – Thursday</b> <b>2. Order of Operations:</b> Please review simple and complex examples of Order of Operations including, absolute values, exponents with positive & negative bases, rounding of integers and estimation	<b>March 17 – Tuesday</b> <b>5. Fractions II:</b> Please review order of operations with fractions involving multiplication and division of fractions.	<b>March 17 – Tuesday</b> <b>8. Simplifying Expressions</b> Please review the simplification of expressions, evaluating like terms and the distributive property.
<b>March 19 – Thursday</b> <b>3. Prime numbers:</b> Please review prime numbers, prime factorization, factors of a number, the Greatest Common Factor, the Lowest Common Multiple, and Divisibility Tests	<b>March 24 – Tuesday</b> <b>6. Geometry and Measurement</b> Please review area, perimeter, volume and surface area of two dimensional common shapes.	<b>March 24 – Tuesday</b> <b>9. Linear Equations I:</b> Please review ordered pair solutions of two variable equations, plotting of ordered pair solutions on a two dimensional graph, and slope.
<b>March 26 – Thursday</b> <b>4. Fractions I:</b> Please review adding, subtraction, equivalent fractions, mixed numbers	<b>March 31 – Tuesday</b> <b>7. Solving equations</b> Please review solving one and multiple step solutions of one and multiple variable equations.	<b>March 31 – Tuesday</b> <b>10. Linear Equations II:</b> Please review the graphing of lines, finding the equation of a line, the slope intercept form of a line, and the point slope form of a line.
<b>April 2 – Thursday</b> <b>5. Fractions II:</b>	<b>April 7 – Tuesday</b> <b>8. Simplifying Expressions</b>	<b>April 7 – Tuesday</b> <b>2. Order of Operations:</b>
<b>April 7 – Thursday</b> <b>6. Geometry and Measurement</b>	<b>April 14 – Tuesday</b> <b>9. Linear Equations I:</b>	<b>April 14 – Tuesday</b> <b>3. Prime numbers:</b>
<b>April 16 – Thursday</b> <b>7. Solving equations</b>	<b>April 21 – Tuesday</b> <b>10. Linear Equations II:</b>	<b>April 21 – Tuesday</b> <b>4. Fractions I &amp; II</b>
<b>April 23 – Thursday</b> <b>8. Simplifying Expressions</b>	<b>April 28 – Tuesday</b> <b>2. Order of Operations with Integers and Fractions</b>	<b>April 28 – Tuesday</b> <b>Geometry and Measurement</b>
<b>April 30 – Thursday</b> <b>9. Linear Equations I:</b>	<b>May 5 – Tuesday</b> <b>Solving Equations &amp; Simplifying Expressions</b>	<b>May 5 – Tuesday</b> <b>Any Topic</b>
<b>May 7 – Thursday</b> <b>Any Topic</b>	<b>May 12 – Tuesday</b> <b>Any Topic</b>	<b>May 12 – Tuesday</b> <b>Any Topic</b>

## Topics for Review Workshops

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**1. Integers:**

Please review basic operations involving integers. Also include graphing of integers on a one dimension line.

**2. Order of Operations:**

Please review simple and complex examples of Order of Operations including, absolute values, exponents with positive & negative bases, rounding of integers and estimation problems.

**3. Prime numbers:**

Please review prime numbers, prime factorization, factors of a number, the Greatest Common Factor, the Lowest Common Multiple, and Divisibility Tests.

**4. Fractions I:**

Please review adding, subtraction, equivalent fractions, mixed numbers

**5. Fractions II:**

Please review order of operations with fractions involving multiplication and division of fractions.

**6. Geometry and Measurement:**

Please review area, perimeter, volume and surface area of two dimensional common shapes.

**7. Solving equations**

Please review solving one and multiple step solutions of one and multiple variable equations.

**8. Simplifying Expressions**

Please review the simplification of expressions, evaluating like terms and the distributive property.

**9. Linear Equations I:**

Please review ordered pair solutions of two variable equations, plotting of ordered pair solutions on a two dimensional graph, and slope.

**10. Linear Equations II:**

Please review the graphing of lines, finding the equation of a line, the slope intercept form of a line, and the point slope form of a line.



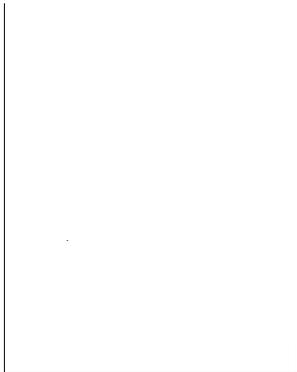
# Fulbright Scholar Program

## *Outreach Lecturing Fund*

**Fulbright Visiting Scholar PhD in Mathematics Professor Alipova Bakhyt from Kazakhstan will give a lecture on**

**Put date and time here  
Put exact location here  
Directions/Parking**

The Outreach Lecturing Fund (OLF) allows Fulbright Visiting Scholars who are currently in the United States to travel to other higher education institutions across the country. Each year some 800 faculty and professionals from around the world receive Fulbright Scholar grants for advanced research and university lecturing. The purpose of the OLF is to allow these scholars to share their specific research interests, speak on the history and culture of their home country, exchange ideas with U.S. students, faculty and community organizations, become better acquainted with U.S. higher education, and create linkages between their home and host institutions and CIES.



Professor PhD in Mathematics Alipova Bakhyt is working with Department of Information Systems and Mathematical Modeling of International Information Technology University (IITU) (Almaty, Kazakhstan) since 2009, and she is involved in scientific research with Institute of Theoretic and Applied Mathematics of National Academy of Sciences of Republic of Kazakhstan in the field of Boundary Integral Equations for Thermoelastodynamics since 1993. As Commercial Director of IITU she is involved in Commercialization of IT Projects of students and teacher, organization of National ICT events in Central Asia. Now she is Fulbright Scholar at the Department of

Mechanical Engineering  
Kentucky, KY.

of University of

Fulbright campus representatives and interested faculty are encouraged to attend.

To reserve a seat please contact **put the name of you or one of your colleagues who can collect the RSVPs by date.**

# CAA Spring 2015 Schedule

*\*subject to change*

CAA courses	Units	Sect #	Title	Instructor	Dates	Times/Days
Weld 10a	4	7765	Intro to SMAW	J. Benavente	3/23/15 - 5/15/15	Lab: M/W - 11:30-2:00 and F - 8:00-1:30 Lec: M/W - 2:15-4:45
Math 12	3	0171		L. Hinckley	3/23/15 - 5/15/15	Lec T/Th 8:00 - 12:15
HD 12* same class for Weld and ACR	1	2547		V. Rayford Room SOCS 205	3/23/15 - 5/15/15	M 5:00 - 7:05

Course Name	Units	Sect #	Title	Instructor	Dates	Times/Days
ACR 21	4	7104	Air Cond Fund	Phyllis B	3/21/15 - 5/15/15	Lec F/Sat 8:00 - 11:20 Lab F/Sat 11:30-2:50
Math 12	3	0173		R. Wong	3/23/15 - 5/15/15	Lec M/W 8:00 - 12:15
HD 12* same class for Weld and ACR	1	2547		V. Rayford Room SOCS 205	3/23/15 - 5/15/15	M 5:00 - 7:05

## Full-Time Certificated Absence Reports

Contract Year = 10 days

6-week summer session = 1.5 days

8-week summer session = 2 days

Winter session = ??? 1.5

Report Provided to faculty

Report Missing

2001-02

2002-03

2003-04

2004-05

2005-06

2006-07

2007-08

2008-09

2009-10

2010-11

2011-12

2012-13

2013-14

2014-15

## **Unused Sick Leave from Former Employer**

Contact your previous employer to transfer unused sick leave.

Unused sick leave with a former employer that you did not transfer to ECC will be lost.

## **At Retirement**

175 days = 1 full-time contract year

$(\# \text{ of unused sick days}) / 175 = \text{Addition Year(s) of Service Credit}$

## **How to get a recent report....**

## **Conclusions**

Unused sick leave is part of our retirement benefits.

ECC has not supplied faculty with regular reporting since 2006-07.

It's your responsibility to monitor and track your unused sick leave.

# MATH FACULTY AWARDS and DONATIONS

The Math/Science Awards ceremony will take place on Friday, May 8<sup>th</sup> from 12-2pm in the Student Activities Center. Everyone is invited to attend – it's our year to perform the song – so please join us for the fun!!

We will be awarding the Math Faculty Awards for Excellence and prizes for the Math Contest.

For its continuing success we need your generous contributions. Please make your checks payable to "**EL CAMINO COLLEGE FOUNDATION.**" Checks may either be given to me or put in my mailbox. I'll make sure the donations get credited to our account. You will get a receipt from me and from the Foundation. Thank you in advance for your support!!

Kris Numrich is working on the Calculus awards and Satish Singhal is working on the Computer Science awards. If they contact you asking for grade predictions please help them out and give them your best estimate for the students they ask about.

Thanks, Greg F

## Academic Senate Info

Sponsored by your Senior Senator, Alice Martinez ☺

What's going on in Academic Senate and at ECC?

Here are some highlights of what has been brought before Academic Senate or brought to the attention of the Academic Senate:

- 1) The Board of Trustees approved the smoke-free campus policy, but there were quite a few last minute changes to the policy made by the board on the day they approved it. More details should be forthcoming. However, the short version is that there is no smoking on campus as of last week.
- 2) The creation of the Presidential search committee is underway. Academic Senate is in the process of choosing some representatives for the committee.
- 3) TracDat has an update coming. Details to come when available.
- 4) **President Fallo is looking to raise the cap on the college reserve well beyond 10%**. I asked Jeanie Nishime what were the guidelines for when and how the reserves would actually be used. She stated that it is really just based on the judgment of the president and the board of trustees, but mostly it is used for payroll when the state is late in paying the college. I let her know that we (or at least I) would like to have more specific information about when and how the reserve money would be used in order to be comfortable with the reserve being increased by so much. Another senior senator pointed out during the meeting that we have never actually seen a time when it was deemed necessary to use the reserve, so it's concerning.
- 5) **The Tech Committee is actively looking into new laptops for the instructors**. If you are interested in having a say in this you should attend the Tech Committee meetings. Peter Marcoux and Virginia Rapp are on that committee. You can contact them for info on the next meeting time and location
- 6) Online Education Initiative: **There is a country-wide initiative to have an Online Course Exchange**. Chris Gold explained: "It is in the pilot state. Students can enroll in courses across the state. There are FTES implications. WE should think about entering the exchanges. Student services include tutoring (through Lynksystems), proctoring and readiness modules (all online). A Common Course management system (CANVAS) may be piloted in fall or even summer,

with professional development preparing faculty to use CANVAS. Participation is a local decision.” As a college we can pick and choose which parts of the Online Course Exchange we would like to participate and opt out of anything we wish. Chris Gold said the choice of CANVAS was an overwhelming favorite of the students involved in the process. Chris also stated that when she has looked over CANVAS and was very happy with many aspects of it including the ability to weight grades and the ease of the discussion board. She considers CANVAS better than ETUDES. If you are interested in developing a course that would be part of this exchange please contact Chris Gold or the steering committee for the online education initiative from the Chancellor’s office.

7) The college is still working on the search for a new head of Information Tech. Services (ITS). The search hasn’t actually started because the administration is still researching what we actually need for ITS. They are considering an overhaul of ITS in general to keep it up to date and working more efficiently. Your voices were heard in the survey that went out a while back. There was a long discussion at this last meeting, with Alice Grigsby and Joanne Higdon in attendance to help explain and answer questions. A few of the ideas that are floating around:

- Make the head ITS position an executive position (CIO)
- Merge media services with ITS. (This would entail having ITS providing the teaching/training type services that media services now covers.)
- Hiring more employees in ITS.
- **Moving the campus email to an email system hosted by Google or Microsoft** (apparently this is becoming common among colleges and seems to have positive feedback from those who have done this.)
- Dealing with wireless issues across the campus. Alice Grigsby stated that if you are in a NEW building and have wireless issues within the building to contact her directly with exactly where the issue is so that can be addressed ASAP.