

**EL CAMINO COLLEGE MATHEMATICAL SCIENCES
DIVISION COUNCIL**

November 10, 2020

Present: Luis Barrueta, Khin Na Di (ASO Student Rep), Robert Eleuteri, Jill Evensizer, Greg Fry, Arturo Hernandez, Linda Ho, Dean Marlow Lemons, Kathryn Marsh, Matthew Mata, Victor Matos, Ashod Minasian, Susan Taylor, He Tan (ASO Student Rep), Associate Dean Gerson Valle, Brandon Vela (ASO Student Rep), Paul Yun

REVIEW MINUTES AND MINUTES VOLUNTEER

The September 8, 2020 Division Council minutes were approved.

ASO UPDATES OR CONCERNS

ASO Senators officially started Zoom office hours for students. The hours are posted on the ASO website.

COMMITTEE UPDATES

- CM1 – Math 180 challenge exam is almost ready. The exam will be offered through Canvas once it is complete.
- CM2 – Dean M. Lemons will follow up with the CM2 Chair.
- CM3 – Dean M. Lemons will follow up with the CM3 Chair.
- Committee D – Currently voting on changes to Math 12 and Math 23. There has been discussion regarding eliminating both courses and developing a non-credit program for students who feel they need the preparation. There is also discussion that Math 37 could be offered to students in lieu of Math 12 and 23.
- Computer Science Committee – Lab parity is currently in progress.
- Engineering Committee – Thanks to two UCLA grants, the Engineering Committee was able to purchase Engineering kits. Engineering 11 and 12 will be offered starting spring 2021. MESA will survey students regarding their interest in various Engineering courses and use that information to decide on future courses that are relevant to students and industry. Developing Engineering courses that students can take at ECC instead of a university will help students spend less time at a university.

TEXTBOOK REQUISITIONS

Dean M. Lemons discussed implementing textbook recommendations throughout the year instead of waiting until the start of the academic year to implement those recommendations.

G. Fry confirmed that CM1 would approve of textbook recommendations throughout the year.

J. Evensizer is against approving changes to a primary/default textbook during the year as she does not want to change textbooks from fall to spring. In addition, students that have to retake the course will need to purchase a different textbook. However, J. Evensizer approves of implementing alternative textbooks throughout the year.

L. Ho also discussed that the default textbook should not be changed before the academic year unless it is out of print. However, instructors can implement an alternative textbook throughout the year. CM2 requires all textbooks pass a technical review from the course committee to ensure it satisfies the course outline. Other committees may have varying review procedures.

Dean M. Lemons stated that a new online textbook form will be sent out to summer 2021 instructors. If it runs smoothly, the division will adopt the online form for the fall.

DEVELOPMENTAL MATHEMATICS COURSES

Committee D is currently meeting to discuss Math 12, 23 and Math Academy courses. The conclusions from that meeting will be discussed at the next department meeting.

FUTURE OF PROCTORIO

The Chancellor's Office is no longer supporting Proctorio due to funding issues. ODE is currently looking for a more cost effective replacement software. Proctorio will not be available during the winter 2021 session.

LAB PARITY

Lab parity is for courses with a lab component, including Computer Science, Math 37, 110, 115 and 116. If we do not apply for lab parity for a specific course, the load will remain the same. If we do apply for lab parity and the course is identified as having an intensive lab, the course will receive more funding and an increased load. The Computer Science Department is applying for lab parity for all of the CS courses. Academic Senate will provide guidelines regarding what a lab has to go through before applying for lab parity.

MATH SUPPORT CANVAS PAGES

Most professors are embedding the support course into the parent course on Canvas.

The college is requesting that instructors separate parent and support course Canvas pages since they are individual courses with grades that are independent from each other. The accreditation team is monitoring Canvas pages.

S. Taylor is in favor of having one Canvas page for the parent and support course. The goal is that students don't necessarily feel they are taking two separate courses, but instead view the courses as meshed together. Also, separating the Canvas pages creates more work for faculty and students.

J. Evensizer discussed that she taught the course with separate Canvas pages and some students didn't even go to the support page. She stated that it is better to merge Canvas pages together or have a direct link from the parent course page to the support page.

Dean M. Lemons inquired if there is a need for a uniform method of parent/support Canvas pages across the division.

J. Evensizer recommended allowing faculty to choose how they want their parent/support Canvas pages to be as this is part of academic freedom.

L. Ho discussed that each faculty members has their own teaching style so a uniform policy across the division is not necessary. If the college requires separate pages, they should at least make the pages linked.

Dean M. Lemons will express faculty concerns to ODE and ask them how we can accommodate faculty concerns while at the same time meeting accreditation requirements.

SECTION TRANSFERS FROM 16-WEEK TO 8-WEEK COURSES

Dean M. Lemons asked the committee if students should be allowed to do a section transfer from a 16-week class to an 8-week class, including the transfer of grades.

The committee agreed that students should not be allowed to transfer from a 16-week class to an 8-week class.