

EL CAMINO COLLEGE
MATHEMATICAL SCIENCES DIVISION FLEX DAY MEETING
AUGUST 25, 2016

Present: Edwin Ambrosio, Eduardo Barajas, Michael Bateman, Susan Bickford, Carl Broderick, Susanne Bucher, Jeffrey Cohen, Diaa Eldanaf, Dominic Fanelli, Junko Forbes, Greg Fry, Milan Georgevich, Massoud Ghyam, Megan Granich, Hamza Hamza, Arturo Hernandez, Linda Ho, Anna Hockman, Judy Kasabian, Lars Kjeseth, Bob Lewis, Marta Maaza, Zach Marks, Art Martinez, Alice Martinez, Matthew Mata, Bonnie Mercado, Ashod Minasian, Benjamin Mitchell, Eduardo Morales, Kaysa Moreno, Jasmine Ng, Kris Numrich, David Ramirez, Solomon Russell, Catherine Schult-Roman, Aban Seyedin, Arkadiy Sheynshteyn, Satish Singhal, Jacquelyn Sims, Ralph Taylor, Susan Taylor, Linda Ternes, Susie Tummers-Stocum, Oscar Villareal, Lijun Wang, Paul Yun

ACKNOWLEDGEMENTS & SERVICE AWARDS

M. Georgevich was acknowledged for 20 years of service for ECC.

M. Ghyam was acknowledged for 25 years of service for ECC.

S. Bucher and A. Hockman received tenure.

J. Cohen and A. Hernandez worked with the NSF Grant and received great accolades from the director.

CS instructors advised students on the annual CalState LA Programming Challenge, Progfest. These students took first place in this competition.

Dean J. Sims congratulated Art Martinez and L. Kjeseth as their Basic Skills Transformation Grant was awarded \$1.5 million to work on campus-wide initiatives in basic skills for the next three years.

Dean J. Sims also thanked the following instructors for their leadership within the Division:

- G. Fry – CM1
- L. Ho – CM2
- S. Tummers and J. Kasabian - CM3
- A. Hockman - Curriculum representative
- S. Bucher – SLO Committee
- M. Granich, J. Ng, B. Mitchell, M. Mata and C. Schult-Roman - Senators for Academic Senate
- B. Mitchell and Z. Marks – Tutoring Center
- A. Minasian - Area Council
- Alice Martinez – Calendar Committee

- K. Moreno – Distance Ed Committee
- L. Barrueta - SI Program
- K. Numrich - Tech Committee
- L. Kjeseth - Developmental Math

ACTIVITY

Two post-its were distributed to all faculty. Dean J. Sims asked faculty to use the first post-it to list the name of the person that inspired them to become a teacher. On the second post-it, they were asked to list the name of their most memorable student. Lastly, faculty were asked to place both post-its in their office to inspire them throughout the semester.

HOUSEKEEPING ANNOUNCEMENTS

Committee sign-up sheets were passed around.

A few classes were cancelled due to low enrollment and a few new classes were opened.

The Math Division is at about a 95% fill rate.

There are still a couple of unstaffed classes. Contact Dean J. Sims if interested in an overload or have friends that may be interested in teaching.

Registration is open until 8/26/16 at midnight. Recommendation to wait until after this deadline to print rosters to ensure it's the most updated.

Dean J. Sims provided clarification on "Incomplete" grades. In order for a student to receive an "Incomplete" grade, the student should be passing the course at the time. Instructors should give the student an "I" and then include the grade the student would receive if they do not complete the work. Example: a grade of "ID" means a grade of incomplete, and will lapse into a "D" if work is not completed by the deadline. Students have until the 6th week of the following semester to complete the work.

Instructors should be very sensitive to the law regarding SRC accommodations. If an instructor has questions regarding a student's SRC accommodations, instructors should contact the counselor that signed off on the accommodations. Instructors should not ask the student about their learning disability. Recommendation to have students take exams in the SRC building, and quizzes could possibly take place after class or during instructor office hours. Pop quizzes will require some coordination with the SRC. Alice Martinez requested that the SRC deliver exams back twice a day.

Paid substitutions are only for instructors who are out for a week or more. If an instructor will be absent for less than a week, an alternative option is to request a swap. A substitute availability form was passed out.

EVALUATIONS

Existing student survey questions cannot be modified, however, additional questions can be added to student surveys during the evaluation process.

L. Kjeseth suggested including clarification on what each question is asking.

MATH 80 CHALLENGE EXAM

Math 73 will suffice for students that want to receive their AA and major in a non-STEM area. For students who are majoring in STEM and eventually want to transfer, they will need to take upper level math classes, which requires Math 80. The Math 80 challenge exam was designed for students that passed Math 73, but now decided to major in CS, STEM or Business.

The topics that are covered in Math 80 but not covered in Math 73, are on the challenge exam.

Dean J. Sims requested assistance from current Math 80 instructors to help with norming the exam. Instructors would administer the challenge exam, grade it and provide the Division office with the results (student names/IDs are not needed). It would also help to include what the student received in the class overall so we can see if there is a correlation.

COMMON ASSESSMENT UPDATE

L. Ternes is involved in Common Assessment. It is not a placement exam, but an assessment of proficiency in math competence.

Math faculty from across the state who are working on the CAI, set aside 120 competencies. They were grouped in categories like graphing, solving equations, etc. The challenge is to take those competencies and map them to SLOs and course objectives. The department will also need to map the proficiencies to specific courses. This task is a huge undertaking and will take time and effort from faculty to accomplish.

The Math Department has to decide on how to use this assessment and merge it with Multiple Measures.

Common Assessment will replace Accuplacer. It is a multiple-choice test. The first questions will ask for unweighted GPA, the last math class the student took, what grade they received, etc.

There is a state mandate that the college must use the Common Assessment instrument for testing in order to receive SSSP funding.

This will be implemented in spring 2017 for fall placement.

L. Ternes will facilitate faculty on this.

MULTIPLE MEASURES UPDATE

ECC is conducting a small pilot on Multiple Measures this semester.

Instructors were encouraged to sign-up for the committee.

ACADEMIC AFFAIRS UPDATES

Dr. Shankweiler provided an update from the Academic Affairs area.

The Enrollment Management Plan is available on the website. The plan is dense, but there are achievable goals and a timeline for those goals.

One of the main goals is to get out of stabilization.

Current trends show older adults are not returning and evening classes are losing enrollment.

Dr. Shankweiler, along with a cohort of faculty, are working on revamping the Comprehensive Master Plan, which is made up of Technology, Enrollment, Staffing, etc. The plan will go to Board for review and approval this semester.

The new Academic Senate President is Kristie Daniel-DiGregorio.

There are several initiatives coming from the Chancellor's Office. Some of those initiatives are regarding open education, which includes online textbooks and campus migration to Canvas.

Canvas may be piloted during the winter session, with hopes of full implementation by spring 2017. The college will have Etudes for the 2017-18 academic year in order to slowly transition to Canvas.

Common Assessment is coming forward by spring 2017. There is a lot of movement in the math area with Common Assessment.

The CTE Strong Work Initiative was established for students to complete certificate programs and obtain jobs.

The HSI/STEM Grant is coming to an end. This grant allowed all the STEM Divisions to work together more closely.

Dr. Maloney conducted a manager's retreat that focused on improved communication. This will be a big theme for professional development in hopes of building a positive academic environment.

Another initiative is the Student Equity Plan, SSSP and BSI. The college is currently trying to coordinate those funds and by next year, there will be a unified plan and approach.

S. Singhal recommended free bus rides for students to help increase enrollment. Dr. Shankweiler discussed that a Transportation Initiative is part of the college's plan.

INFORMATION PACKET

Committee Updates: L. Ho informed the department that CM2's first meeting will be on 9/1/16 at 1pm in MBA 211.

Anne Cawley will present on "Equity In The Mathematics Classroom" on 8/26/16 from 9am – 12pm. Breakfast and lunch will be provided. Instructors can receive flex credit or payment for attending.

The Great Shake Out will be on 10/20/16 at 10:20am. Instructors that have class during this time should plan for a light lesson.

Everyone should sign up for Nixle text message updates to receive alerts on what is going on around campus and surrounding areas. Encourage students to do the same.

Instructors should make sure to go over Internet etiquette with students (i.e. online discussion boards).

If instructors need to cancel class, inform the Division Office. Contact Campus Police if the class is outside of Division office hours and leave a message with the Division Office.

Each instructor received 10 calculator loan forms in their mailboxes. Instructors must sign and give the student the form. Students should not be sent to the Division Office to pick it up.

For the instructors participating in the SENSE Survey, make sure to set aside the necessary time to complete the survey within the timeline provided.

ANNOUNCEMENTS

Tutoring: There will be a tutor training session on 8/26/16 from 1:00pm - 5:30pm. Volunteers are welcome to drop-in. Once CI tracker is installed, students will be able to swipe in and out and we can determine data to help make the program more robust.

MESA: Currently accepting applications through 9/30/16. Students must be enrolled in Trigonometry or higher.