

IMPERIAL VALLEY COLLEGE
Science, Mathematics, and Engineering Division

Mathematics Department
Minutes
October 5, 2010

CALL TO ORDER

The meeting was called to order at 3:32 p.m.

DEPARTMENT MEMBERS PRESENT

A. Cozzani, O. Hernandez, J. Kitzmiller, J. Nelipovich, B. Nilson, B. Riehle, M. Shokoufi, A. Voldman, and E. Lehtonen, Math Department Chair

DEPARTMENT MEMBERS ABSENT

R. Castrapel and A. Leon (Excused)

DEPARTMENT ADJUNCT MEMBERS PRESENT

None

STAFF PRESENT

C. Cortés-Ramirez

COUNSELING LIAISON

L. Mazeroll (Absent)

GUESTS

C. Bennett

L. Zhao

APPROVAL OF MINUTES

The minutes for September 7, 2010, were approved unanimously, as presented (MSC-J. Nelipovich/B. Nilson). A brief discussion followed on the gathering of SLO data after M. Shokoufi questioned it. E. Lehtonen stated that it was cleared that the courses were assigned. The list of SLO data assignment gathering was reviewed.

DEPARTMENT MATTERS

Course Outline Approval: MATH 119: O. Hernandez submitted the updated course outline. He only updated the textbook list. The course outline was approved unanimously, with corrections, (MSC-B. Nilson/J. Kitzmiller). M. Shokoufi questioned identifying the proper TOP Codes and SAM Codes. L. Zhao stated that there is a guideline that can be accessed through the Chancellor's website. E. Lehtonen will confirm codes with C. Lee before they are plugged into Curricunet. A brief discussion followed. For those instructors that have received the Curricunet training and have a password, they will be able to make the changes into Curricunet – E. Lehtonen will be able to see it before it goes to the Curriculum Committee. It was also discussed to make sure to include ISBN numbers on course outlines when updating the textbook list.

Course Outline Approvals: ENGR 210, ENGR 212, and ENGR 240: A. Cozzani submitted the updated course outlines. E. Lehtonen mentioned that no SLO's were included with these outlines because no data has been gathered yet. F. Fiorenza has provided SLO's for the ENGR course he is currently teaching and the SLO's for the rest of the ENGR courses will have to be "dreamed up" before they are taken to Curricunet. The course outlines were approved unanimously, as a group, with corrections and pending SLO's, (MSC-J. Nelipovich/B. Nilson). A brief discussion followed.

Course Outline Approvals: M065, M075, M085, and M095: E. Lehtonen announced that looking at the new courses as a set, the sub-committee had set a quota of 35 across the board. A brief discussion followed. It was agreed to designate the quotas to the following: M065: 25; M075: 25; M085: 30; and M095: 35. The Math courses taught through the Basic Skills Summer Institute was discussed. Data will be gathered from the Basic Skills Summer Institute along with data from Mesa. Each course outline was reviewed and discussed. It was agreed to approve the 4 courses, with B. Riehle voting no, with corrections, (MSC- B. Nilson/J. Nelipovich).

OTHER

None

ADJOURNMENT

The meeting was adjourned at 5:24 p.m.

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

*Approved on November 2, 2010
Recorder: Carol Cortés-Ramirez*