

Math Department Meeting January 15, 2016

Math Department Meeting Friday January 15, 2016

1. Thanks to Jorge and Helen – excellent job of assessing courses.
2. ½ hour adjunct office hours per week must be reflected in your syllabus in order to communicate it to students.
3. For Adjuncts - SLO statements are part of your evaluation packet.

Example: SLOs are listed on my syllabus and inform my lectures, assignments, and exams. The five SLO's for this class are assessed in a variety of ways--through observations of students during laboratory using a rubric (SLO's 1 & 2), written lab reports (SLO 3), and specific questions embedded into quizzes and mid-terms (SLO's 4 & 5). I understand that I am/am not being asked to submit my SLO information to my faculty chair this semester.

4. Faculty 411 page
5. Summer and fall schedule
6. Pre-Stats and Stats launched in Curricunet by Sunday, February 28 in order to be ready for spring 2007.
7. Midterm Report due by March 1. Includes Fall 2015 Assessments

Helen Wang Math C151

Jorge Martin Math C255

Rachel Winston C130

Joe Slovacek C257

8. MathLab Schedule
9. Community Outreach – Math Fair
10. Submit your syllabuses to Tammy Kinnan and cc me.
11. OEI Rubric Workshop in March at IWV - volunteers



**CHDV Department Meeting
Minutes
September 22, 2016
Library Study Room 626
10:00am-11:30am**

Present: Mary O’Neal, Vivian Baker, Lisa Fuller

Start Time: 10:00am

Adjourn: 11:50am

Topic	Facilitator	Summary/Action Items
1. Call to order		
2. Approval of Minutes & Action Items		First meeting of the year, no previous minutes or action items were presented.
3. Approval of Agenda		Made additions: CDC update, canvas for departments, program review, director mentor
4. SLO Assessments C145, C107, C207, C200, C241		<p>C107/C207: Lisa has not completed the SLO assessments, she will submit the CORs for the courses by the end of semester and will continue to work on the SLO assessments. CHDV C107 will be reassessed at the end of the Fall semester since it is being taught this semester in the intended format.</p> <p>C241: Vivian Reviewed the data, no identified gaps. The course has been CAP aligned and is being taught for the first time this fall. The SLOAs are being reworked to be better aligned with the new COR requirements.</p> <p>C200: Vivian This is the first time we have had the appropriate assessments used for the course. Reviewed the data, no identified gaps. For SLO C, the assessments have been redesigned to include a portfolio and an assessment. For the analysis, no students met one component of the SLO. The assessment has been redesigned to better address this component of the SLO. There is a review of the text underway, possible use of OERs to identify different observation methods.</p> <p>C145: Vivian changed the first SLO to a more general focus on early literacy strategies instead of storytelling specific. There also needs to be alignment in the topical outline</p>

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		to include the different strategies that are being incorporated into the course.
5. COR Revision: C145, C125, C107, C207		All will submit the COR revisions by the end of September.
6. Spring 2017 Schedule		Reviewed the schedule, a few classes are labeled as staff and Lisa will go through the adjunct pool and set up interviews.
7. CAP TK Coursework		<p>Lisa will wait to develop courses until the program is approved by the state. Lisa will check with CAP about where the TK program stands in terms of state approval.</p> <p>Paraprofessional as a new program with a school-age emphasis. Keep it at a certificate level school-age 6 unit, paraprofessional is 12 unit, TK is the 24 unit certificates. Lisa will talk with Elaine Littleton and begin to look into the feasibility of this type of a program.</p>
8. Embedded Librarian Project		Need to look at the plan and where we want different support from the librarians. We will continue the discussion at the next meeting.
9. Department Procedures		Yes, we can share the procedures the concern is that we are the models for quite a few areas and people might be tired of CHDV models.
10. CHDV AUP		<p>Exchange videos from Vivian's email can be included so the subscription can be part of our budget on an ongoing basis. Would like to purchase now so we can preview them and see if we want to continue the subscription.</p> <p>Lisa will be working on the AUP over the next couple of weeks and will send out for feedback at least a week before the Oct. 15 due date.</p>
11. 2016-2017 Meeting Schedule		<p>For dept. meetings we have an email chain and Lisa will set up outlook meetings requests for the identified dates for fall and spring.</p> <p>CDAC meeting October 19 6-8pm CCCConfer or Zoom</p> <p>Full faculty meeting October 28 from 12-2pm. CCCConfer or Zoom</p>
12. CDC Update		Building updates – remember that the licensing component can take about 4 months. Looking for swing space and making decisions about carpet and coloring.
13. Canvas for departments		We are in Moodle and every department will have a Canvas site for SLOs and other information for communicating department wide information with fulltime and

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		adjunct faculty.
14. Program Review PLO assessment strategy		We have mapped our SLOs to our PLOs. We need to pull the data for SLO assessments out of Curricunet by the spring so we have the data for the PR. We will focus on assessing PLOs in the spring semester after we finish up the last of the courses that need to be updated. We can use our new department Canvas to archive the assessment data. Vivian will go through and pull the class and dates of assessment from Curricunet so we can find out files.
15. Director Mentor		Vivian has funding to identify Director Mentors and will be going through the process.
16. Future Agenda Items		SLOAs for 251, 252, 281; COR for 125;
17. Future Meeting Dates		Lisa will set up according to the email chain.
18. Adjourned		11:50 am

Facilitator: Lisa Fuller

Recorder: Lisa Fuller