

# Meeting Minutes: Committee on Mathematical Subjects

## **Minutes of the Academic Committee on Mathematical Subjects February 8-9, 2001**

The Academic Advisory Committee on Mathematical Subjects (ACMS) met on February 8 and February 9, 2001 at the campus of Georgia Perimeter College. The conference began at 1:00 pm on February 8 with meetings by the various committees of the Advisory Committee. At 2:00 pm the group was welcomed by ACMS chair James Helms.

Initial discussion on Thursday, February 8 was led by Dr. Dorothy Zinsmeister, Senior Associate for Academic Affairs, University System of Georgia (USG) and Dr. Fred Kiehle, Director of Instructional Support Services, Department of Technical and Adult Education (DTAE). They discussed the Mini-Core Project, a year-long effort to create a transfer bridge between USG courses and DTAE courses in English and Mathematics. In the discussion it was agreed that the Transfer Agreement for Precalculus does not serve as a description of common requirements for all USG institutions (since no such set of common requirements for Precalculus has been approved). Action on this issue was taken at the business meeting on February 9.

Past-Chair Jack Morrell discussed the need for action to preserve contracts that make it possible for USG institutions to obtain campus-wide licenses for Maple for reasonable prices. A significant number of the representatives indicated that Maple is used in a critical way in the mathematics and science curricula on their campuses.

### **Business Meeting**

Chair James Helms of Waycross College convened the business meeting at 8:30 on Friday, February 9.

### **Representatives and Visitors Attending**

The following persons attended the two-day session:

<b>Institution</b>	<b>Name</b>
University of Georgia	Leonard Chastkofsky
Georgia State University	Jean Bevis
Georgia Southern University	Donald Fausett
Armstrong Atlantic State University	Ed Wheeler
Augusta State University	Fred Maynard
Clayton College & State University	Catherine C. Aust
Columbus State University	Baigiao Deng

Fort Valley State University	Fariborz Asadian
Kennesaw State University	Lewis Van Brackle
North Georgia College & State University	Ed Green
Savannah State University	Shinemin Lin
Southern Polytechnic State University	Kathy Hall
State University of West Georgia	Anthony Giovannitti
Abraham Baldwin Agricultural College	Joy Shurley
Atlanta Metropolitan College	John Morrell
Coastal Georgia Community College	Robert Balman
Dalton State College	Wayne Bosche
	Wyatt Cooper
Darton College	Barbara McLendon
	Robert Wynegar
Floyd College	Margaret Davis
Gainesville College	Danny Lau
Georgia Perimeter College	Sue Henderson
Gordon College	Allen Fuller
Macon State College	Steven M. Davis
Middle Georgia College	Roberta Yauck
South Georgia College	Charles Douglas
Waycross College	James Helms
Georgia Board of Regents	Kathleen Burk

### **Report from Dr. Kathleen Burk**

The Chair recognized Dr. Kathleen Burk, the liaison from the Board of Regents. Dr. Burk reported:

- An important issue this year has been the transfer agreements between the USG and the DTAE that collectively are called the MiniCore.
  - Of the two recommendations that were submitted by the ACMS last year:
    1. The first recommendation will go into effect (Precalculus will be required in Area A for Mathematics Education majors beginning in summer 2001)
    2. The second recommendation (that the calculus sequence be completed in Area F for Mathematics

Education majors) has been referred to another committee.

- Final phase-out of learning support programs at system universities and the final phase-in of new admissions requirements will occur in Summer 2001
- Her office is still waiting on data on course performance relative to scores on Compass and CPE. That data may suggest that the System needs to raise its minimum scores. Such an action would require involvement of members of the ACMS.
- Careful attention is being paid to the budget as it progresses this spring. The System had hoped to be held harmless for semester conversion enrollment drop, but, although we will get some help, we will not get enormous amounts of help. A 4.5% salary raise is recommended and is still on track.
- The program review process is still getting started. Presently an inventory is being taken to determine which programs on the books are really being offered. The program review process will primarily be directed at the institutional level with subsequent reports to the system. However, triggers that will provoke more careful attention by the System will be things such as low graduation rates, low enrollments, and low passing rates on licensure examinations. (Professor Morrell reported that a meeting is scheduled in mid-March to address the questions: "What is a program at a two-year level?" "Is the only program the Associate of Arts or does it include the concentrations within that program?")
- Progress has been made on the USG Benchmarking Study, an attempt to look at many variables vis-a-vis peer institutions nation-wide. This study attempts to look at how the System is doing in general and what is the story on outliers. At least some results are available on the System website.
- eCore is starting slowly, serving primarily students on our campuses. However, we anticipate it will eventually serve a statewide audience of folks without access to a campus. An outside evaluator has been hired to evaluate eCore courses.

**Minutes accepted:** Motion was made, seconded, and passed to accept the minutes as distributed by Professor Helms.

**Executive Committee (2001-2002):** Professor Helms brought from the Executive Committee the following persons to serve as the Executive Committee in the next year. A motion was made, seconded, and passed to elect these persons as the new Executive Committee.

James Helms	Past-chair	Waycross College
Ed Wheeler	Chair	Armstrong Atlantic
Ed Green	Chair-Elect	North Georgia
Jean Bevis		Georgia State University
Tom Carnevale		Valdosta State University

**Site:** Professor Helms brought from the Executive Committee the following algorithm for choosing a site for next year:

If the Columbus State University statewide conference is scheduled for Spring 2002, we will meet at Columbus

State University just before that conference. Otherwise, we will meet at Waycross College (with subsequent attendance at Valdosta Technology Conference).

A motion was made, seconded, and passed to schedule time and place for the meeting in this way.

## **Committee Reports**

**Assessment:** Ed Green distributed the results of a survey that reported the assessment tools being used at the various institutions. He also distributed a list of measures that might be used in responding to requests for Program Review. He pointed out that the Board of Regents Draft of model for USG Academic Program Review. Model is found on the web at [www.usg.edu/admin/comm/aca/minutes/prmodel.html](http://www.usg.edu/admin/comm/aca/minutes/prmodel.html)

**Course and textbook information:** James Helms distributed a handout and a disk that provided the information obtained by the WebCT survey on textbooks used at System institutions.

**Transfer Credit:** Jack Morrell distributed a handout on retention rates in MATH 1113 in Fall 2000 and agreed to request data on MATH 1111 in Fall 2000. In the discussion that ensued, it was reported that in some institutions students move directly from Learning Support to Precalculus. Dr. Burk responded:

1. There can be no prerequisite for MATH 1111 and MATH 1101 other than Learning Support Mathematics. (Kathleen Burk).
2. It is expected that MATH 1113 will have some prerequisite other than Learning Support. (Kathleen Burk)

In addition, a motion was made, seconded, and passed that an outline for MATH 1101 be made the official outline for USG institutions.

**Successful Motion:** The attached outline will be the official outline for USG institutions teaching MATH 1101.

Morrell also reported that a discussion would be initiated via the WebCT site concerning what common view of Math 1113 might prove beneficial for USG institutions.

**Distance Learning:** Wayne Bosche reported that his committee will do web-based inquiries about web-based courses being developed on campuses.

**Faculty Development:** Cathie Aust made the following motion relative to the charge of the Faculty Development Committee. The motion was seconded and passed.

**Successful Motion:** The first charge of the Faculty Development Committee shall read, "Ensure that faculty development programs are available in conjunction with the annual ACMS meetings and ensure that all University System mathematics faculty are informed of these programs."

Professor Aust also reported that Tony Giovannitti is working to make sure that faculty development

opportunities are on the web-site offered through WebCT.. Send information about faculty development opportunities on individual campuses to Tony (agivovann@westga.edu)

**Math Awareness:** No report.

**Placement/Developmental Studies Liaison:** James Helms made a motion to update the name of this committee. The motion was seconded and passed.

**Successful Motion:** The name of the committee shall be changed to Placement/Learning Support Liaison

Professor Helms then distributed a report on the number of institutions using the CPE for placement and the number of institutions using Compass for placement. Dr. Burk reminded those gathered that these were the only tools that could be used for placement of students who enter without the system minimums in mathematics.

### **New Business**

The following motions were made, seconded, and passed:

**Successful Proclamation:** The Advisory Committee on Mathematical Subjects expresses its sympathies and condolences to the family, friends, colleagues, and students of Professor Chatty Pittman. His many years of diligent service to the ACMS provided the opportunity for him to make major contributions to higher education in mathematics in Georgia. He served on the Committee for more than three decades and will be greatly missed.

**Successful Motion:** The title of MATH 1101 will be "Introduction to Mathematical Modeling."

Note: Because the title "Mathematical Modeling" is often used by mathematics departments to denote a junior-level course for mathematics majors, it is important to try to distinguish this introductory freshman course from those courses.

**Successful Motion:** The Executive Committee will write and submit a proposal to Dr. Dorothy Zinsmeister to sponsor meetings between faculty members at the thirteen COC accredited DTAE schools and USG institutions to discuss MATH 1101, 1111, and 1113.

**Successful Motion:** The ACMS supports the nine recommendations relative to the implementation of the mathematics portion of the MiniCore as amended by the ACMS (see attached documents for the version approved by the ACMS) as well as the Transfer Agreements for College Algebra, Introduction to Mathematical Modeling, and Precalculus as amended by the ACMS (see attached documents for the versions approved by the ACMS).

**Successful Motion:** The 2000-2001 meeting of the ACMS will adjourn.

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