End-of-Year Committee Reports  Due May 3, 2006

Academic Year: 2005-2006

Committee Name: Calculus Committee

Committee Chair: Jessica Craig and Kouok Law

Committee Members: Jessica Craig (Chair), Kouok Law (Co-Chair), Amir Barzegar, Susan Nelson, Alice Pierce, Enefiok Umana, Barrett Walls, Robby Williams, Larry Hardy

MEETINGS

Dates of Committee Meetings: 9-9-05, 11-18-05, 3-3-06 and 4-7-06

Have minutes been sent to webmaster for posting to the web? Yes X No

If no, attach minutes of each meeting. (The minutes for the last meeting have not been finalized yet. They will be on the web soon.)

Has the CCO for this course been reviewed, dated and sent to the Executive Committee Chair and the webmaster? If the document has not been sent to the webmaster, please attach it.

Yes X No

TEXTBOOK INFORMATION

Was a textbook search done this year? Yes No X

If so, list the names of approved books.

Were the Teaching Guides created for each book and sent to the webmaster? Yes X No

If a textbook search was not done, when is the book in rotation for a search? 2007-2008
ASSESSMENT

Was assessment done this year?  Yes____  No_X____

If so, list plans for review of this assessment.

If not, when is the course due for assessment?

Calc I will be assessed in Fall 2006 (the assessment instrument was designed this year.) Calc II and III will be assessed in Fall 2007

CHARGES

List the committee charges for the year and indicate the progress of each charge.

1. Announce in email all meetings at least one week in advance, so that members and others may include them in their planning. The email address of the discipline group is math-faculty@gpc.edu  (We announced our meetings.)

2. Designate a member to take minutes of each meeting (this job may be rotated among members), noting attendees and absentees. Send electronic copy to the Executive Committee Chair and the Webmaster.

   The minutes will soon be on the web.

3. Present all committee proposals to the Discipline Executive Committee for review prior to being discussed and voted on at a Discipline Group meeting. Forward a copy of such proposals as a Word attachment in email to the Executive Committee Chair at least one week prior to the regularly scheduled Executive Committee meeting.

   The only proposal we submitted this year was to move the assessment of the three courses to a four year cycle so that the assessment of Calc I would fall in a different academic year from the assessment of Calc II and III.

4. Review and update the Common Course Outline to reflect curriculum or policy changes. Forward an electronic copy of any revisions to the Executive Committee Chair and the Webmaster.

   The committee reviewed the CCO’s of the three courses but had no changes.
5. Review and update the Teaching Guide and Comprehensive Course Guide (Learning Support only) to reflect curriculum, textbook, or policy changes. Forward a copy of any revisions to the Executive Committee Chair, each Department Chair/Coordinator, and the Webmaster as a Word attachment in email.

The committee made changes to the homework assignment for the Calc I teaching guide. We rewrote the teaching guide for Calc II and III to reflect the new textbook. (The text that was selected last year was used for the first time in Calc II in the spring 2006 semester and will be used for the first time in Calc III in the summer 2006 term.)

6. Review the curriculum as it relates to course transferability, program outcomes, assessment findings, or reform mathematics trends and implement curriculum changes indicated.

We are encouraging more use of online homework and testing.

7. Implement three-year assessment plan for course expected educational results as well as general education outcomes.

The committee designed the assessment instrument for Calculus I. This will be given in the fall of 2006. We also decided to give the Calculus II and III assessment in the fall of 2007. This way a student who takes the Calculus I and II sequence will not be tested in both of these courses. This will also allow the committee more time to create assessment instruments for the three courses. This will mean that our assessment will be on a four year cycle. We also discussed a Calculus III project be added to the assessment in Calculus III.

8. Review the Credit-by-Exam tests for Calculus I and Calculus II.

The committee examined the Calculus I Credit-by-Exam test and decided to make no changes. We completely rewrote the Calculus II Credit-by-Exam test. We also wrote a grading rubric to accompany this test. It should be in each Mathematics Department by the end of this year.

9. Send an End-of-Year report and charges for next year’s committee to the Executive Committee Chair and the Webmaster by the third Friday in April.

List any committee specific charges for the next academic year.

1. Assess Calculus I in the fall of 2006.

2. Create assessment instruments for the Calculus II and III to be given in the fall of 2007. Consider including a project in the assessment instrument for Calculus III.

3. Review the Credit-by-Exam tests for Calculus I and Calculus II.
Committee Chair Signature: Jessica Craig and _____________________