End-of-Year Committee Reports

Academic Year: 2004-2005

Committee Name: Math 1113 Committee

Committee Chair: Robby Williams

Committee Members: Kim Bennett, Sharon Sanders, Albert Lu, Ilene Grant, Said Bagherieh, Behnaz Rouhani, Susan Keith, Madelyn Gould, Enefiok Umana, Susan Nelson, Amos Darrisaw

MEETINGS

Dates of Committee Meetings: October 20, December 3, spring semester email meeting

Attach Minutes of Each Meeting.

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

Has the CCO for this course been reviewed, dated and sent to the Executive Committee Chair and the webmaster?

Yes ___ X ___ No ___

TEXTBOOK INFORMATION

Was a textbook search done this year? Yes ___ X ___ No ___

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? _______
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?  

2005-2006 academic year

CHARGES

1. Announce all meetings well in advance, so that members and others may include them in their planning. If possible, establish regularly scheduled meeting times and dates and forward a copy to the Executive Committee Chair and the Webmaster for posting to the discipline web site.

2. Develop minutes of each meeting (even an email meeting), noting attendees and absentees, and distribute to the Discipline Group using the alias: math-faculty@gpc.edu

3. All committee proposals must be presented 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.

4. Review and update the Common Course Outline, Teaching Guide, and Comprehensive Course Guide (if applicable) to reflect curriculum, textbook, or policy changes. Forward a copy of any revisions to the Executive Committee Chair and each Department Chair/Coordinator as a Word attachment in email. End-of-Year revisions must be received by the third Friday in April for posting to the discipline web site.

The common course outline was revised to reflect the prerequisite change that is effective fall 2005. The teaching guide for the Stewart text was updated and the teaching guide was prepared for the Larson text.

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

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

This course will be assessed during the 2005-2006 academic year. (The executive committee approved the change in the rotation cycle from 2004-2005 to 2005-2006.)

7. Distribute to each Department Chair a final exam version rotation plan for the entire year, if applicable.
8. Send an End-of-Year report and charges for next year’s committee to the Discipline Executive Committee Chair by the third Friday in April.

**Specific Committee Charges for 2004-2005:**

1. Monitor the effects of the changes in the course and continue to coordinate with the Math 1111 Committee.

   *The transition to the revised curriculum appears to have gone smoothly.*

2. Perform a textbook search.

   *A textbook search was conducted. The adopted texts are listed earlier in this report.*

3. If the department chairs give assurances that honor’s courses will be permitted to run with likely small enrollments, begin designing a course.

   *The college-wide honors committee decided to pursue an honors version of statistics and not an honors version of Math 1113.*

4. Assessment continues to be a problem with data not being analyzed in a timely fashion (or at all) but perhaps an instrument should be developed next year for use the following year.

   *The course will be assessed during the 2005-2006 academic year.*

**List any committee specific charges for the next academic year.**

1. Math 1113 needs to be assessed during the 2005-2006 academic year.

2. The teaching guides for the new text (Larson) will need to be reviewed after it has been used for a semester.

3. The Stewart text may change editions for the 2006-2007 academic year. The committee will need to review the new edition. *(The current edition has been in use since Fall 2002. It will have been in use for four years by the time of the edition change.)*

Committee Chair Signature:    __Robby Williams__