

**WEST LOS ANGELES COLLEGE  
MATHEMATICS DIVISION MEETING  
August 27, 2015 (APPROVED MINUTES)**

Present: Jamie Jenson, Henri Feiner, Allan Stillson, Mohamed Alwash, Manushak Movsisyan, Thomas Harjuno, Matt Robertson (Chair), Vidya Swaminathan, Jeremy Jankans, Bonnie Blustein, Nancy Foreman, Farrah Esmaeili, James Ulrich. Absent: William Bucher.

**Meeting started at approx. 1:45pm.**

**1. SS&SP** - Student Success assistants to the counselors gave a presentation about what they do and would like us to let them into our classes to make a presentation to our students. Student Expressway will help retention for our students. Sign-up sheet was circulated.

**2. SUMMER SCHOOL REPORT** – Several instructors reported on their summer school class.

**3.REMEMBERING DAVID NEWELL** – Instructors shared thoughts about David.

**4.FALL 2015 SCHEDULE UPDATE** A few changes were made over the summer. Replaced the 127s with 115, and 125. SWEEPS to be done early first week.

**5.MATH 105 XYZ HOMEWORK SYSTEM** – Manushak reported: Changed the text for 105. Asked publisher to make a custom workbook for the course. Used a model that CSUN has used. Workbook has clean pages for notes and work as well. It is \$15 for this workbook (which is the text as well) The XYZ program is \$40 for the access code (good for 1 year) that they use for homework. They can only use the code for WLAC Math 105, unless the next class uses this program as well. Manushak is planning on using this for Math 112 as well this semester. Everyone who teaches 105 will be on the same schedule. Some discussion followed.

**6. PERTS DISCUSSION** - Mary Jo Apigo presented. Lively discussion followed. It was decided that Matt would email all instructors in the courses involved (Math 105, 110,112, 115). Decision whether to participate was decided to be at instructor level. Matt's email was clarified Bonnie and Thomas (in follow-up emails), reiterating that FT members of the department voiced strong opposition.

**7. MyMathLab for Math 123b?** – Department decided to adopt policy - "If the instructor wants students to purchase additional materials for online access, etc, at a cost of \$25 or more, the instructor must give students an alternative."

**8. Supplies** – Let Matt know about supply needs. In particular, printer cartridges.

**9. TI/84 graphing calculators** - We have 40 NEW TI-84 graphing calculators for classroom use. Great for classroom use (Math 227, Math 241) If you need them, let Matt know.

**10. PROGRAM REVIEW/FPIP** – Besides Matt, 2 additional faculty members will have "edit access" (Bonnie + Jamie). PR due in OCT. Any help writing sections would be greatly

appreciated. Please respond to emailed PR questions promptly. Let Matt know soon of anything the division wants SOON! We will try to secure another FT instructor, along with a division assistant.

### **11. WorkBlock Load Sheets, Office Hour, Committee Assignment**

**Sheets circulated** – Be sure to post office hours on door. Turn in WorkBlock Load sheet.

**12. Other** – Vidya brought up the issue of MSB214 + 217. The division decided to keep doors locked, and the student's use of these rooms needs to be supervised. A sign should be placed on the doors reading "Math Faculty Only!"

**Meeting adjourned at approx. 3:45pm.**