I. Welcome and Introductions

II. Review Past Meeting Minutes
   - Follow-up on action items
     - UCF Proficiency Quiz in Calc I (MAC 2311C) on pre-requisite knowledge
     - MAC 2313 course topics/sub-topics spreadsheet to be posted on the website
     - Valencia-UCF Shared Assessment

III. Ordinary Differential Equations (MAP2302) Alignment Discussion
   - Topics and Learning Outcomes

IV. Review of MAC 1147
   - Topics and Learning Outcomes (Tony Maralet & Kirby Brown)

V. Lunch Break – 12:00pm (will be provided)

VI. Next Steps Discussion
   - Shared tools/resources
   - Action steps

VII. March 3rd Curriculum Alignment Conference

VIII. Set Fall Meeting Date and Identify Host

IX. Adjourn
Meeting began at 10:05 a.m.

PARTICIPANTS
Trish Anderson (Valencia College), Nathan Baker (Valencia College), DeAnn Bohm (Eastern Florida State College), Emilie Bottorff (UCF), Kirby Brown (College of Central Florida), Sybil Brown (Lake-Sumter State College), Sandra Bulger (Seminole State College), Lisa Cohen (Valencia College), Amy Comerford (Valencia College), Teresa Dorman (UCF), Lori Dunlop-Pyle (Daytona State College), Karen Lanctot (Lake-Sumter State College), Maryke Lee (Valencia College), Tony Malaret (Seminole State College), Daniel Marulanda (Lake-Sumter State College), Jim McCluskey (Valencia College), Boris Nguyen (Valencia College), Harrison Oonge (UCF), Gregg Scible (Valencia College), John Shea (Lake-Sumter State College), Danny Triolo (Lake-Sumter State College), Nizam Uddin (UCF), Lina Williams (Seminole State College)

WELCOME/INTRODUCTIONS
Sybil Brown, the Math Department Chair for Lake-Sumter State College, welcomed the Mathematics/Statistics Curriculum Alignment Committee. Harrison Oonge called the meeting to order and asked participants to introduce themselves.

REVIEW PAST MEETING MINUTES
The minutes from the October 21, 2016 meeting were reviewed (see attached). One significant correction was made – on page four (4) in the open discussion section – it should read MAC1147 is not taught at Lake-Sumter State College but is taught at Eastern Florida State College. With other minor edits, the minutes were approved unanimously.

FOLLOW-UP ITEMS
UCF Proficiency Quiz in Calculus I (MAC2311C) on prerequisite knowledge
Harrison Oonge reviewed the course prerequisite spreadsheet (see attached) which is based on information collected from syllabi/course outlines. Teresa provided the group with an update on the proficiency quiz currently being used by UCF. Not a lot of information is known on the success of the proficiency quiz as it has only been two semesters since the implementation of the quiz and an analysis has yet to be run on the data collected. Calculus I is using a proficiency and most likely all math courses at UCF will begin to this quiz as well. Data will be shared once available.

Teresa Dorman noted changes in the UCF Math department. Katiuscia Teixeira, a pedagogically focused faculty member, joined UCF this spring and will participant in the fall
meeting. Also, Alina Stefanov, the new Math Mall Coordinator, will be joining the math/stats curriculum alignment initiative. Lori Dunlop-Pyle will continue to be involved.

**ACTION ITEM:** Attach the course prerequisite document to the meeting minutes.

**Valencia-UCF Shared Assessment**

About 3 years ago, the Valencia East math faculty and the UCF math faculty aligned and identified a common final examination question that was used amongst four courses – Intermediate Algebra, College Algebra, Pre-Calculus and Trigonometry. One year of data was collected and the data continues to be collected with limited organization surrounding it. Katiuscia Teixeira will be reviewing this data, coordinating the collection of data and report out analyses.

Discussion ensued and various comments were mentioned:

- Tony Malaret commented that often times first year in college students assume readiness in college algebra but that is not the case. Tony also stated that Seminole State College is challenged in student readiness as some students take math courses in the past and return to college years later and are not properly prepared.
- It was mentioned that Lake-Sumter State College offers counseling based on a diagnostic test which is embedded on the course on day 1. This allows faulty to assess student readiness.
- Valencia College has implemented Academic readiness as an online portion of the New Student Experience course.
- UCF’s web assign course – Calculus I is no longer using Alex.
- Lake-Sumter State College administers a test at orientation and shares data with advising for guidance.
- Discuss/review the NSF Grant – Math Gains (Calculus class restructure)
- Present suggested/recommended pathway
  - Courses → correspond to certain major(s)
  - Diagnostic courses/tests → what do they mean for students? No late admin.
- Lake-Sumter State College using a tool tied to Blackboard
  - EAB to track student success/proficiency
  - An early alert system (Starfish)
- Lake-Sumter State College will be transitioning to Canvas
  - Late start option → move to 1100 (non-STEM)
  - Provide a seamless transition for STEM/Business majors

Harrison Oonge mentioned that major update to the Curriculum Alignment website is currently under development. Curriculum Alignment participants will be notified when the website is up and ready for viewing.

**ORDINARY DIFFERENTIAL EQUATIONS (MAP 2302) ALIGNMENT DISCUSSION**

Topics and Learning Outcomes
Participants reviewed the learning outcomes, topics and sub-topics for Ordinary Differential Equations (MAP 2302).

**ACTION ITEMS:**
- Share Valencia College listing of topics covered (specifically) on syllabus (Boris Nguyen)
- Daytona State College to share baseline learning outcomes for MAP2302
- UCF to share updated syllabi
- All institutions – share updated syllabi for Ordinary Differential Equations (MAP2302)
  - Update topic and sub-topic spreadsheet accordingly – provide any updates to Harrison/Emilie
- Determine learning outcomes for College Algebra & Trigonometry (MAC 1147)
  - Tony Malaret and Kirby Brown
- Build prerequisite spreadsheet for MAC 1147 → combines 1114 and 1140 (updated in attached PR worksheet)
- Confirm matrices (topics and learning outcomes) for 1140
  - Determine if mandatory – at least 2x2 matrices
  - UCF – teaches 3x3 matrices

**LUNCH BREAK WAS HELD FROM 12:00 – 1:00PM**

**NEXT STEPS**

**Shared tools and resources**
Harrison Oonge shared a Google doc that would begin to build a toolkit / toolbox for curriculum alignment participants to share open access resources across partner institutions. The google doc can be access at this link – https://drive.google.com/drive/folders/0BzGx6KFarxP6Y2FiZldJdW9XciE?usp=sharing

Discussion followed:
1. Develop a Faculty Exchange Program
   a. Determine logistics → contractual issues? Funding?
      i. What are the limitations at each institution?
   b. Copy Valencia College Peer Mentor Model? (Valencia East Campus)
   c. Faculty members from partnering institutions could visit for a day – classroom observation
      i. Compare student populations
      ii. Exchange real time techniques
   d. Discuss with Campus Deans → Follow-up with Campus Presidents
   e. Answer questions
      i. Is it good for the students? What is the benefit?
      ii. Benefit to faculty – Morale? Personal satisfaction
   f. Boris Nguyen commented that it would be a great opportunity to develop common expectations of documenting math.
2. Further discuss state mandated pre-calculus topics
3. State college partners are interested in some level of documentation (rubric?) of how UCF grades notation

Harrison Oonge commented that core competencies in each course should be identified to assist in further alignment. It was also suggested that math faculty be included in the Physics and Engineering curriculum alignment discussions to help ensure alignment and proper prep in prerequisite courses. Committee members agreed.

ACTION ITEMS:

- Discuss Faculty Exchange Program with leadership and determine logistics and funding sources. Provide an update report at fall meeting.

CURRICULUM ALIGNMENT CONFERENCE

The spring 2017 Curriculum Alignment Conference is scheduled for Friday, March 3, 2016 at Valencia College, Special Events Center. Harrison Oonge encouraged all participants to attend.

FALL MEETING DATE AND HOST

The fall Mathematics/Statistics Curriculum Alignment meeting is scheduled for Friday, October 6, 2017 with College of Central Florida offering to host on their Ocala campus.

The meeting adjourned at 2:05 p.m.