



**Developmental Math Cluster Meeting Minutes**  
**October 13, 2015**  
**2:00pm to 3:00pm**  
**Lake Worth Campus (BA 133)**

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**ITEM 1.      What can faculty do to support the four Performance Funding measures (Job Placement/Continuing Education, Completion to 3-4 years, Retention, and Entry Level Wages)?**

Discussion:    Recommendations regarding completion to 3–4 years and improving retention

- Offer Math Jump (a one-week, MAT0056 course that starts at the end of summer term) to students planning to take MAT1033C in the fall.
- Create a MAT0056/MAT1033C Combo. MAT0056 would be taught during the first 6 weeks of the term and MAT1033C would be taught during the last 10 weeks of the term.
- Offer MAT0022 as 2, two-credit modular courses for students who need more time to learn the material. The first module (MOD 1) would run during the last 12 weeks of a term; the second module (MOD 2) would run at the start of the following term. Students with College Placement Test (CPT) scores below 44 or Postsecondary Education Readiness Test (PERT) scores between 55 and 97 could register for the 4-credit course (MAT0022) or MOD 1. Students enrolled in a 4-credit MAT0022 course could transfer to MOD 1 during the first month of a term if they did not understand the material. Students completing the first module, would have the option of taking MOD 2 at the start of the next term or MAT0056 during the last 12 weeks. The modular format would also allow students who do not pass MAT0022, but successfully complete the first half of that course (MOD 1), to register for MOD 2 the following term instead of repeating MAT0022.

Action:        The cluster will send their recommendations in writing to the VPAA.

**ITEM 2.      Review Cluster Minutes Guidelines -**

**<http://www.palmbeachstate.edu/academicservices/Documents/sectiong.pdf>**

- Minutes should be prepared and distributed no more than one week after a cluster meeting is held.
- Minutes should be prepared using the standard minutes template located at **<http://www.palmbeachstate.edu/academicservices/documents/TemplateClusterMinutes.doc>**. Minutes must address any identified district issues set forth by the VPAA.
- Any cluster recommendations should be in writing and sent to the VPAA in addition to being in the cluster minutes.

- Any curriculum changes (new courses, revised courses, etc.) must be initiated through the established curriculum process (<http://www.palmbeachstate.edu/curriculum-development>).

Discussion: The cluster reviewed the cluster minutes guidelines.

Action: The cluster will follow the cluster minutes guidelines.

### **ITEM 3. MAT0022/MAT0056 Textbook for the Academic Year Beginning Fall 2017-1**

Discussion: As a follow-up to the vote taken at the cluster meeting held on August 19, 2015, adopting the 5th edition of *Introductory Algebra* by Elayn Martin-Gay, the cluster reviewed the table of contents of the 5<sup>th</sup> edition to determine which chapters, sections, and appendices should be removed for the custom PBSC student version.

Action: The cluster voted to adopt the edited table of contents for the custom student textbook. The edited table of contents is attached to the cluster minutes.

### **ITEM 4. MAT0022/MAT0056 Homework and Lab Percentage**

Discussion: At the Lake Worth Campus, the total points awarded for homework and lab activities is 10% of the final grade. Professor McCallister would like to assign 10% of the grade for the homework and 10% of the grade for lab activities. Lab activities would be completed during class time; and the lab points awarded would encourage the students to participate in lab activities.

Action: The cluster agreed that 10% for homework and lab activities would remain the same at the Lake Worth Campus. Since Professor McCallister is from the Boca Raton Campus, the cluster decided that the grade distribution should be a campus decision.

### **Attendance:**

Alex Opritsa	Eileen Doran	Reginald Butler	Kenny Chan
Mauvette Joseph	Ralston Brown	Derrick Ruffin	Laura McCallister

Submitted by:  
Kenny Chan, Scribe

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