Kathleen Hall chaired the meeting in the absence of Dr. Carol Bates. Discussion included:

**QEP Document Progress Report – Dr. Beth Billy**

The introduction, which includes the mission and goals, the history of the college, and descriptions of the college’s campuses, has been written. Beth is reviewing committee information and previous QEP minutes to be prepared to write the next sections. She has an outline of topics and sections that need to be addressed. Beth and Carol will be working on writing the document and developing a timeline for completion. They hope to have a good final draft by the end of April.

**Math Pre-Test Report – Math Faculty, Kathleen Hall**

The math instructors reported on the pre-test assessments that were given at the beginning of the semester. Kathleen has developed a spreadsheet with all the classes listed and the assessment scores. As additional scores are reported, she will update the spreadsheet. All math faculty will keep a list of each student in each class listing the questions the student got right and wrong. After the post-test at the end of the semester, each question will be analyzed both by student and by class. A question that will need to be addressed: How do we work with assessment questions that have cumulative concepts? Other math faculty concerns include: Pre/post tests take up valuable class time; other students are helping students with their MyMath Lab homework; disconnect between MML homework scores and test scores (perfect homework scores, but failing test scores); and, at some point, students must take responsibility for their own learning.

**Review of Draft Plan – Committee Members**

The committee reviewed and discussed the updated draft plan of the QEP. Specifically the committee looked at the assessment section. Suggestions include:

Q1  How will we demonstrate that course redesign had a positive impact on student learning in math courses at JDCC?
   - Add time to complete to pre/post test
   - Determine number of withdrawals and compare each semester (as math focus continues, withdrawals should decrease)
   - Use embedded questions in final exams as student learning outcomes
   - Write separate SLO’s for each math class to better track progress

Q2  How will we know that the Math Success Center had a positive impact on student learning in math courses at JDCC?
   - Compare low pretest scores to hours in success center and post test scores
   - Further discussion on how to get students to use the math center and math coach
   - Possibly look at compass scores and first test scores to require to use the math center

Q3  How will students’ positive impression of learning math increase and negative emotions decrease after course redesign and usage of the math success center?
   - Use MML to give survey prior to MML final exam
Discussion of the yearly task items will take place at the next meeting.

**Professional Development, February 18, 2008 – Kathleen Hall**

Sandee House, an Associate Professor of Mathematics from Georgia Perimeter College (GPC) will be our guest speaker for the professional development day on February 18. Ms. House has twenty-three years of teaching mathematics at the secondary and community college levels. She has spent the last seventeen years at GPC specializing in creating retention programs for at-risk and underrepresented students, especially math students. Her teaching innovations and projects include initiating course redesign, developing instructional videos, integrating technology into the curriculum, and ensuring quality and consistency in all math courses.

Ms. House will speak from 8:30 – 11:30 a.m. in the Patterson Auditorium on the Brewton Campus to all faculty and staff. Her presentation will address course redesign, student-centered activities, technology-based learning principles, and teaching the new generation of students. From 12:30 – 2:30 p.m. she will spend time in the computer lab with the math faculty demonstrating how to use technology in the classroom.

The college will invite the middle school and high school math teachers to participate in our professional development activities.

**Next Meeting:** Wednesday, February 6, at 1:30 p.m. in the Hines computer lab.