

**Brailsford College of Art and Science  
Department of Mathematics**

**Spring 2009 Faculty and Staff Strategic Planning Summit  
Tuesday, May 19, 2009**

**Minutes of the Departmental Work Session  
Room A104, Brailsford College of Arts and Sciences Building**

Presided by: Dr. Aliakbar Montazer Haghighi, Professor and Head of Department of Mathematics

**Morning Session (10:10 am – 12:10 pm)**

**Afternoon Session (1:50 pm – 4:16 pm)**

<b>Present</b>	<b>Absent</b>	<b>Present</b>	<b>Absent (Excused)</b>
Dr. Arouna Davies	Dr. Laurette Foster (Excused)	Dr. Arouna Davies	Dr. Laurette Foster
Dr. Freddie Frazier	Dr. Vera King	Dr. Freddie Frazier	Dr. Manouchehr Misaghian
Dr. Natali Hritonenko*	Dr. Manouchehr Misaghian (Excused)	Dr. Natali Hritonenko*	Dr. n'Ekwunife Muoneke
Dr. Jian-ao Lian		Dr. Vera King	
Dr. Dimitar Michev**		Dr. Jian-ao Lian	
Dr. n'Ekwunife Muoneke		Dr. Dimitar Michev**	
Dr. Mohammed Shayib		Dr. Mohammed Shayib	
Dr. Evelyn E. Thornton		Dr. Evelyn E. Thornton	
Dr. Johnson Wetiba		Dr. Johnson Wetiba	
Ms. Devra Wooten***		Ms. Devra Wooten***	

\*Timekeeper, \*\*Facilitator, \*\*\*Recorder

Meeting was called to order at 10:10 am by Dr. A. M. Haghighi.

**Dr. Haghighi**

The Department of Mathematics is meeting here today under SACS Guidelines. We need to state our achievements since 2004. We have created a draft for us to begin working on. Please take time to look over it, add to it and make corrections. Your input is crucial.

**Dr. Shayib**

In the executive summary there is a correction in the first bullet, change “Into” to “Intro”.  
Bullet # 10 “courses” need to be changed to “topics” and on Page 3 under implemented UAC should be spelled out every time and after “BATM” it should be spelled out and “Degree Program” after BATM. Page 2 bullet 11 “141 to 120 with” should be “141 to 120 without”

**Dr. Haghighi**

Thank you Dr. Shayib. Please look at Pages 2-4. We have not put our challenges. Lets say what we would like to add. Content please.

**Dr. Davies**

Regarding Operations Research 4203 the registrar will take off inventory if we are not using it regularly. Math has to ask UAC to delete this course. Selected Topics should include 4203. We also need a comma after UAC.

**Dr. Haghghi**

Let's put our goals in the executive summary, give more ideals for projected changes. One change may be the evaluation instrument.

**Dr. Wetiba**

We need more technology integrated into math. What about a Technology Lab addition. What about adding the PhD Program back in.

**Dr. Haghghi**

Great, Enhance Technology Lab. If feasible add a PhD Program.

**Dr. Thornton**

Page 8-9 talks about the future, describe future plans, write and say how and what our goals are. We need to answer "What do you wish to become".

**Dr. Haghghi**

Look at the diagram in H-1 and K this is the future. Page 19. Look at Vision Part B. Any changes for the next five years.

**Dr. Michev**

Remember J how we change what we want

**Dr. Shayib**

Going back to Page 3, Rewrite Bullet #4; Take out continual commitment

**Dr. Muoneke**

We want to become more recognized in graduate and under graduate programs, a stronger department. We want to become known for the quality of mathematics being taught to PV all over the nation.

**Dr. Thornton**

Put in Students. How students do is our main focus. They are the reason we are here. The key is enhancing Student Services.

**Dr. Hritonenko**

We "want to become" a department known for quality research. But it is so hard with this huge teaching load.

**Dr. Haghghi**

Our goals must be consistency with the university. The question: "By the year 2013 how will unit be characterized". Do we have a role model? What area? Where?

**Dr. Muoneke**

This is same question as "What we want to become" Does role model have to be from this country? USA.

**Dr. Davies**

This depends on the progress of the first

**Dr. Frazier**

Yes, we have lots of role models for the department. It is hard to accomplish because we must follow outcomes for students. We are unique from other colleges. Students first. I think PVAMU is a role model, we take student and make them math literate. Math is the base where ever they go.

**Dr. Haghighi**

Lets stick to the USA for role models. If we say we want to be a leader...The role model for other we want to be the Best. How do we know we are the best?

**Dr. Thornton**

We need to document why we are better and why?

**Dr. Frazier**

Look at other school our size. Do not include U of H, MIT. They are good. We are different. Size and everything. We help a student, that makes us unique.

**Dr. Haghighi**

So, We want others to emulate us.

**Dr. Muoneke**

Compare us to Howard University. They are a HBCU. They have 60,000 students. Just take the department. We have to look up to someone/some place.

**Dr. Frazier**

We measure success by the student's success, stats say that anywhere our student go they are successful as minorities.

**Dr. Haghighi**

Moving on the Mission, Page 5.

**Dr. Shayib**

Each bullet should begin with "To".

**Dr. Lian**

The mission is great. We do not need bullets. Put it all together in a paragraph. Simple

**Dr. Hritonenko**

Yes, We should expand, Take away bullets.

**Dr. Davies**

Take out "approaches to". It is one approach by the department.

**Dr. Thornton**

We all have a different approach, I think it is needed. For “D” put what we have. It is listed two times. In recruitment and retention, is this the answer?

**Dr. Shayib**

“Current Organizational Structure” repeated. Little things need fixing.

**Dr. Haghghi**

Yes, Dr. Shayib I agree. This was put together very quickly in order for us to have a starting place. This is not a final document at all. Is the chart okay as far as information? After it is, we will tweak it to look good on the page. We will delete double title.

**Dr. Lian**

We will fix the look, lets look at content.

Provost - Dr. Johanna Thomas-Smith, Dean- Dr. Danny Kelly, Asst Dean- Dr. Onimi Wilcox and Administrative Asst – Ms. Jeanette Williams entered the room.

**Dr. Kelly**

First, I am here to put the fear of the Lord in you and thank you for all the hard work I know you will be doing.

**Dr. Thomas-Smith**

I just had a great question from Languages and Communications that I think it is worth sharing. Don’t report on goals. Make new goals. Report on how well we are doing on other items. This is a statement. I have seen the 04-05 Report. This is serious, insist on compliance. Reports to the Office of Education is different. That report is linked to loans. Scary Stuff. Making up more accountability. These things force us to pay attention, which is good.

**Dr. Haghghi**

Thank you Provost and Dean Kelly for your input.

Provost - Dr. Johanna Thomas-Smith, Dean- Dr. Danny Kelly, Asst Dean- Dr. Onimi Wilcox and Administrative Asst – Ms. Jeanette Williams exit the room.

**Dr. Haghghi**

Lets get back to Page 7. We have to separate each. Some are easy.

**Dr. Shayib**

Under “Core values” it is the mission again in the first problem.

**Dr. Hritonenko**

This is an excellent way to start, with the mission. I like it.

**Dr. Haghghi**

If sentence is not relevant please tell us what to do.

**Dr. Frazier**

We have a lot going on. Students working in the department, helping them on social skills and work ethics, while doing seminars; This is a commitment to quality.

**Dr. Haghghi**

We are saying we are committed to Students accountability with the Tutorial Lab/Computer Lab and Student helping other students. As far as Social Responsibility/ Leadership Look at the 3<sup>rd</sup> paragraph.

**Dr. Shayib**

In the 2<sup>nd</sup> paragraph put change on the one, take out one and two.

**Dr. Muoneke**

Remove the word to say “Our students have published”. Do not be so specific.

**Dr. Haghghi**

These are examples we put together so it won't be a blank piece of paper.

**Dr. Frazier**

Regarding Leadership, we have students who help students; would that be social responsibility, or Leadership? The student is accepting social responsibility as a leader. They can't be here today gone tomorrow. They have to get along with other people. Teamwork.

**Dr. Haghghi**

I think this is a good example of Leadership.

**Dr. Thornton**

I think it is both, Social Responsibility and Leadership.

**Dr. Haghghi**

Please look at **H-1, Goal #1** Strengthen the Quality of Academic Program

**Dr. Frazier**

This ties back to what we just did. In this format: we have pre/post test true statement. 100% passed the ETS Major Field Test. Put the criteria for the exit exam.

**Dr. Haghghi**

**University Goal #2**, Improve Academic Indicator of the Student Body. Let's explain academic indicators

**Dr. Muoneke**

Indicators to me are like sheep. One will take off leading and the others will follow, not knowing where they are going. So it would be an Academic Leader

**Dr. Thornton**

I think it is simple...MAPP Test, Performance Based Test Results. Testing...How we give test is an example of how we could help.

**Dr. Davies**

It has got to be performance based.

**Dr. Haghghi**

Ignore what is there “Awareness and Math Club”, See Page 9. Again, Define what are indicators?

**Dr. Lian**

I proposed to move forward for the sake of time, and come back.

**Dr. Hritonenko**

As time-keeper I agree, Lets move on to the **University Goal #3**, H-1. Regarding that goal I believe we can not do research with the current teaching load and money situation. The one registration per person is no enough.

**Dr. Haghghi**

We do not have enough money to do a lot. I understand your frustration Dr. Natali (Hritonenko). Some departments have no monies for registration.

**Dr. Muoneke**

Do not say no, Just say no money. Also change encourage to enhance, because we are doing it.

**Dr. Haghghi**

**University Goal #4** We will add that I am FEMA Certified and Ms. Williams is CPR and First Aid certified.

**Dr. Muoneke, Dr. Lian, Dr. Thornton, and Dr. Shayib**

Add faculty/Staff and it is good.

**Dr. Haghghi**

**University Goal #5**, Page 11 Achieve and Maintain Financial Stability

**Dr. Shayib**

It is good, just add years

**Dr. Muoneke**

Remove “in”

**Dr. Haghghi**

Thank you, Now **University Goal #6**, Increase Efficiency of University Operations

**Dr. Muoneke**

Just say how you are running the department. You have specifics, lots of paperwork. You have more information regarding this then us. (Directed to Dr. Haghghi)

**Dr. Wetiba**

It is okay to me.

**Dr. Thornton**

Take away class size and monitor electrical usage.

**Dr. Davies**

You can add things like monitor the procurement of office supplies for the department. Compare last years running of the department to how you plan to run it this year. Look at Page 11.

**Dr. Wetiba**

Compare to last year. Telephone and Postage with lower budget.

**Dr. Haghghi**

Ok, Lets move on the **University Goal #7**, Page 12 Promote Programs that contribute to student success.

**Dr. Frazier**

You have all types of seminars, talking about the past, given by Student and Faculty. Morning and afternoon summer enrichment programs for freshman and upper level students. Wetiba had research with Biology Students to promote student research. Assessment made by the presentation and publication of the students.

**Dr. Muoneke**

Combine Goals into one goal. Set up programs in dept that set-up Student Ability to success.

**Dr. Lian**

This is very good.

**Dr. Haghghi**

**University Goal # 8**, Strengthen University Advancement Programs Including Fund-Raising. Define Advancement Program, See Page 13.

**Dr. Muoneke**

Add Scholarships because “fundraising does not mean grants”.

**Dr. Lian**

Let’s add it with scholarship, “Frazier’s Money” that he is going to give.

**Dr. Haghghi**

If no other comments on #8 we will move on to **University Goal # 9**, Page 14 We had Journal, Grants, Math Awareness, and Stem.

**Dr. Michev**

Use what you have just add together.

**Dr. Davies**

Actual Goal #9 written like they have it just change from university to department.

**Dr. Lian**

Put attend national and international meetings.

**Dr. Haghghi**

**University Goal # 10**, See Page 15, Strengthen the quality of the Athletics Program

**Dr. Muoneke**

Let take this seriously as they did. Put in give them extra time when they are gone to compete.

**Dr. Davies**

But is that really strengthening Athletics? No, tutorial lab might be considered strengthening.

**Dr. Hritonenko**

Five minute warning

**Dr. Haghghi**

Any other comments on Goal #10, If not we will come back after the lunch meeting.

Department Attendees left the appointed area to attend luncheon.

Department Attendees reconvene @1:50pm

**Dr. Haghghi**

Please look at Pages 18 and 19, J. We are looking at the future. Possible changes may be that the tutorial lab may go up to 2011 without a fee, policy and procedures for evaluations, you may want to change. 2010 may be to soon in implement changes for evaluation. Dr. King did program assessment with the Major Field Test through ETS. Look at Page 11 for a reference.

**Dr. King**

Why do we exclude the service component? Our program include service to others besides our majors. Service to improve the tutorial lab. Are they saying assessment of the program or courses. Is this quality assessment ongoing? Is there a comprehensive test?

**Dr. Thornton**

We need more than just test. Why is Intermediate Analysis listed on #2?

**Dr. Haghghi**

Yes, Intermediate Analysis needs to be removed. BATM needs to be listed as a program and Capstone and Selected Topics as courses. Assessment is ongoing by Dr. Shayib. Different pieces are tested by different methods, not all-in-one.



**Dr. King**

We do not have to rely on our own testing. We can look at the College of Education or College of Engineering to see what assessments they have that might help us out.

**Dr. Haghghi**

Data needs to be analysis. We need to sit down and look at this. Do we want to put in a comprehensive test to be given?

**Dr. Frazier.**

We have to have students ready to take and pass test. Such as the Engineering Test or Teachers Certification. This is where we have fallen short. We teach “College Algebra” and forget geometry. Teacher need this is pass the THEA. We have to look beyond the class.

**Dr. Shayib**

These certifications are not part of the degree.

**Dr. King**

Students can not pass these tests. They are taken after they graduate.

**Dr. Hritonenko**

This is a big problem. Education and Content. This is not just a PVAMU Problem, this is a national problem.

**Dr. Haghghi**

Comprehensive for future data. So any changes to item #4.

**Dr. Wetiba**

Is there anyway to put more technology in there. We need Minitab. We need money to get programs and lab ready.

**Dr. Haghghi**

The university does not have lab you have to write a program and get funding.

**Dr. King**

What are the plan for the virtual reality lab? Can we put that in here?

**Dr. Lian**

The Virtual reality lab is still not fully developed. The hardware is ready but the software is very time consuming and costly.

**Dr. Haghghi**

We will list Virtual reality lab. If no other comments we will move on to Part K, Pages 19 and 20. This is **TAMUS imperative #1 Openness and Accountability related University Goal #2 Improve Academic Indicators.**

**Dr. Shayib**

Change 2 in the title to “two”

**Dr. Davies**

Maybe we can have a monthly newsletter to say what is going on. Something that states what is going on. Openness means to me they can see everything. I can not make this happen, someone else would have to put it together.

**Dr. Haghghi**

It is open, but only through proper channels. We are a state agency, some things are always open. Others, no never. We have decided that Indicators means Leadership/Performance.

**Dr. Michev**

Openness to research

**Dr. Wetiba**

Possibly a mid-term exam for assessment

**Dr. Thornton**

Maybe if a student keeps a portfolio this will help student.

**Dr. Haghghi**

Page 21 TAMUS imperative #1 Openness and Accountability related University Goal #4  
**Strengthen environmental health and safety programs on campus.**

**Dr. Lian**

It good as it is written

**Dr. Michev**

I agree, It is good, Let's move on.

**Dr. Haghghi**

Page 22 TAMUS imperative #1 Openness and Accountability related University Goal #9  
**Increase and enhance the visibility and awareness of the university to the community at large/  
all stakeholders.**

**Dr. Lian. Dr. Michev, Dr. Wetiba**

This is correct as it is, Objective is good, Good Path.

**Dr. Hritonenko**

Add partner with Schools. Dr. King and Dr. Frazier do this.

**Dr. Frazier**

We go once a week at this time through the College of Engineering. STEM Program similarities.

**Dr. King**

We can not do this with a full load and no money. Now if you just help now and then, that not partnership. This is a large financial commitment on both ends. Hempstead tried once, it did not work out well.

**Dr. Haghghi**

Are we able to partner at this time? Anyone want to try?

**Dr. Wetiba**

I would like to try.

**Dr. Hritonenko**

We have tried this in the past and it does not work in the rural area such as this.

**Dr. Haghghi**

Will we note this as a possibility.

Page 23 TAMUS imperative #2 Excellence though Academics and Extension Relation  
University Goal #1 Strengthen the Quality of Academic Programs.

**Dr. Shayib**

Move the past to the future, It has been successful.

**Dr. Lian**

Yes.

**Dr. Haghghi**

Page 23 TAMUS imperative #2 Excellence though Academics and Extension Relation  
University Goal #2 Student Success Programs

We need something any comments. Without comment we will move forward.

**Dr. Haghghi**

Page 24 TAMUS imperative #2 Excellence though Academics and Extension Relation  
University Goal #9 Visibility and Awareness.

**Dr. Thornton**

Add recruitment and enrollment, need more.

**Dr. Davies**

Is the enrollment not part of Visibility and Awareness

**Dr. Lian**

I will work on the visibility of the website with a deadline of Sept. 10, 2010. I need material.

**Dr. Hritonenko**

What should we have ready?

**Dr. Lian**

Very standard page. I will let you know what I will need.

**Dr. King**

We used to participate in the Houston Science Fair. There is never an over supply of volunteers.

**Dr. Hritonenko**

Participation in these events are very difficult we have class on Fridays and these events are usually on Fridays.

**Dr. Haghghi**

Increase involvement in community services will be added.

Lets move on to Page 25 **TAMUS Imperative #2 Excellence though Academics and Extension Relation University Goal #10 Athletics.**

**Dr. Wetiba**

It is good as is.

**Dr. Haghghi**

Thank you. Page 25 **TAMUS Imperative # 3 Research University Goal #3 Increase Research**

**Dr. Davies**

Just copy from Page 10

**Dr. Haghghi**

With no other comment moving on to Page 26 **TAMUS Imperative # 3 Research University Goal # 8 Advancement/Fundraising**

**Dr. Lian**

Same as Page # 13

**Dr. Thornton**

I am not for sure this is advancement, maybe advancement for faculty. I am focused on the students.

**Dr. Haghghi**

Dr. Thornton if you decide on what you would like to add please let me know, now or later, I will try to get it in. Page 26 **TAMUS Imperative # 4 Resources Optimized and Leveraged University Goal # 5 Financial Stability**

**Dr. Michev**

This is the same as Goal from the past.

**Dr. Haghghi**

Page 27 **TAMUS Imperative # 4 Resources Optimized and Leveraged University Goal # 6 Efficient Operations**

**Dr. Hritonenko**

This is the same again as the past goals.

**Dr. Haghghi**

Lets go back to Academic Indicators **Goal #2**, Page #9

**Dr. Thornton**

Indicators here mean performance. These students are not pass certification test as we mentioned earlier.

**Dr. Hritonenko**

Performance of Algebra and Cal I are so different.

Cal II has been giving a written exam. Multiply choice test allow the student to use a calculator and then select the “best fit” answer.

**Dr. Haghghi**

How do we perform? What is the objective for all students?

**Dr. Frazer**

Have objective of 70% or more pass the exit exam

**Dr. Lian**

Finish the Syllabi, which would improve performance in the next sequence of classes.

**Dr. Shayib**

Teach test, it is not good, but works.

**Dr. Wetiba**

What about Enhancement of Tutorial Services.

**Dr. King**

We need to incorporate more workout problems on test.

**Dr. Haghghi**

We will revise a draft of the new form from the template and send out draft minutes by noon on Friday. Thank you to everyone. We work well together. I appreciate everything.

Meeting was adjourned at 4:16pm.