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)**  

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

*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. Haghighi
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. Haghighi
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. Haghighi
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. Haghighi
Our goals must be consistence 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. Haghighi
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. Haghighi
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. Haghighi
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. Haghighi
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. Haghighi**
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\(^{rd}\) paragraph.

**Dr. Shayib**
In the 2\(^{nd}\) 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. Haghighi**
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. Haghighi**
I think this is a good example of Leadership.

**Dr. Thornton**
I think it is both, Social Responsibility and Leadership.

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

Dr. Shayib
It is good, just add years

Dr. Muoneke
Remove “in”

Dr. Haghighi
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. Haghighi)
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. Haghighi
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. Haghighi
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. Haghighi
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. Haghighi
**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. Haghighi
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. Haghighi
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. Haghighi
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 or Education or College of Engineering to see what assessments they have that might help us out.

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

Dr. Davies
Just copy from Page 10

Dr. Haghighi
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. Haghighi
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. Haghighi
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. Haghighi**  
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. Haghighi**  
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. Haghighi**  
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.