



## Math Annual Unit Plan 2012-2013 Academic Year

### STEP I: DESCRIBE YOUR DEPARTMENT/UNIT

#### a. Mission

The Mathematics Department at Cerro Coso Community College provides a diverse learning environment designed to meet the educational goals of our students. Our curriculum supports the mathematical needs of other disciplines and programs. We help our students develop logical reasoning and problem solving skills which form a foundation for their careers and future study. The Mathematics Department at Cerro Coso Community College offers classes which improve basic skills and support the requirement for the AA and AS degrees, vocational/technical programs, and transfer to the university. We have entered into agreements and developed equivalencies with the California State Universities (CSU) and University of California (UC) systems. When our students transfer to the CSU or UC system, credits they earn in the mathematics department are transferable. This is also an indication that these transfer students from Cerro Coso Community College will be successful in completing higher degrees. The Mathematics Department offers courses at the Indian Wells Valley (IWV), Kern River Valley (KRV), Eastern Sierra College Center (ESCC), South Kern (SK), as well as Online. Four full-time faculty serve the IWV campus. One full-time faculty serves the KRV campus, and one full-time faculty serves the ESCC campus. Courses offered at SK are taught by adjunct faculty. Courses are also taught online and via iTV.

#### b. Program Applicability

US Transfer	Industrial Technology
CSI Transfer	Nursing
Trades Practices	Paralegal Studies
Computer Information Systems	Mathematics
Business Administration	Basic Skills
Computer Science	Liberal Arts
Engineering	Engineering Technology
General Sciences (all emphasis)	



### **c. Partnerships**

A partnership exists between the Cerro Cos Community College Mathematics Department, Antelope Valley College, and the Department of Engineering at the California State University, Long Beach.

### **d. Distance Education**

With the exception of Math C020, Basic Arithmetic Skills, the department offers its entire curriculum both on-site and online. Indeed, Survey of Mathematical Concepts, Finite Mathematics, and Business Calculus are offered solely online. Linear Algebra is being offered online for the first time in fall 2011. An Associate of Arts Degree in Mathematics as well as an SB 1440 Associate of Arts Degree in Mathematics can be earned completely online.



## STEP 2: EXPLAIN YOUR PLANNING

### a. Review of Previous Goals (of last completed academic year)

The Mathematics Department will be:

- Supporting mathematical needs for other disciplines and programs: accomplished
- Supporting mathematical needs for all the campus sites: accomplished
- Seeking opportunities to develop partnerships with agencies and organizations in the service area to create courses that meet the training and development needs of specific populations within our communities: accomplished
- Offering an Associate of Arts degree in Mathematics that can be earned completely online: accomplished
- Seeking to hire another full-time, tenure-track professor: failed to accomplish

### b. Review of Overall Department/Unit

Completion of Student Learning Outcomes is expected in mid-to late-spring semester 2012. There is nothing more to report at this time.

### c. Goals for Upcoming Year (next academic year). *Three goals not required. If more goals needed, copy and paste additional boxes.*

#### ***Goal 1- Increase student retention, success and degree/certificate completion***

1. *Connection to College Strategic Goals: Response to Community Needs*
2. *Specific internal\* or external\*\* condition(s) the goal is a response to:*
3. *Action Plan:*
4. *Measure of Success:*



**Goal 2**

1. Connection to College Strategic Goals:

2. Specific internal\* or external\*\* condition(s) the goal is a response to:

3. Action Plan:

4. Measure of Success:

**STEP 3: SUBSTANTIATE REQUESTED RESOURCES (Note: All items must be prioritized.)**

**a. New Classified Staffing. If more lines are needed, Tab over from the bottom-right box.**

Position Title	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this position	Salary Grade	Number of Months	Number of Hours per Week	Salary Amount	Funding Source: G=General Fund R=Restricted (be specific)

**Classified Staffing Justification. If more than one position requested, copy and paste additional boxes.**

1. Describe how the position is linked to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's strategic plan.

2. Explain why the work of this position cannot be assigned to current staff.

3. Describe the impact on the college if the position is not filled.



**b. New Full-Time Faculty Staffing**

Discipline	Affected Programs	Location	Priority	Strategic Plan goal addressed by this position	Funding Source: G=General Fund R=Restricted (be specific)

**Full-Time Faculty Staffing Justification:**

[Refer to the separate handout listing criteria for new faculty hiring.]

**c. Supplies (per unit cost less than \$1000). Enter requests on lines below. If more rows needed, Tab over from box on bottom right.**

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA

**d. Non-Technology Equipment (per unit cost greater than \$1000). Enter requests on lines below. If more rows needed, Tab over from box on bottom right.**



Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA

**e. Technology Equipment (computers, data projectors, document readers, etc.). Enter requests on lines below. If more rows needed, Tab over from box on bottom right.**

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA

**f. Facilities. Enter requests on lines below. If more rows needed, Tab over from box on bottom right.**

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA



**g. Travel (inter-campus, intra-district, conferences, etc.). Enter requests on lines below. If more rows needed, Tab over from box on bottom right.**

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA
Travel cost reimbursement	ESCC	2	Effective communic ations in support of mission	Department members occasionally need to meet face-to- face. They live far away from each other.	\$200.00	On-going	G
Travel cost reimbursement	KRV	2	Effective communic ations in support of mission	Department members occasionally need to meet face-to- face. They live far away from each other.	\$200.00	On-going	G

**h. Marketing (brochures, radio spots, promotional travel, etc.). Enter requests on lines below. If more lines needed, Tab over from box on bottom right.**

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA



i. Other (institutional fees, library books). Enter requests on lines below. If more lines needed, Tab over from box on bottom right.

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source: G=General Fund R=Restricted V = VTEA

**STEP 4: ATTACH PRIOR YEAR'S SLO ASSESSMENT DATA (as applicable)**

**STEP 5: ATTACH PRIOR YEAR'S STUDENT PERFORMANCE DATA (Instructional units only, as provided)**