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To Whom It May Concern :

The Department of Mathematics is in the process of redesigning Math 1065. We will be using a modified emporium model where students will be with an instructor for one hour per week and will be required to spend an additional three hours in the Math Lab.

The space committee allocated space for the Math Lab in the basement of the library, after an exhaustive process which considered a multitude of possible locations. The process was led by Fiona Baxter from IPAR, with support from the Provost and Chancellor. The budget for the reconfiguration of the space as well as the furniture will be provided by AA, while the equipment budget will be provided by ITCS. (ITCS has committed \$ 250,000 for this project.)

The redesign can be accomplished with existing faculty and graduate students. With the modified emporium model, one workload unit will consist of: two breakout sections, record keeping on students' attendance and exam scheduling; and, for each breakout section, two hours of tutoring is required in the lab.

During Fall, the Mathlab will be open for 12 hours per day or for 60 hours per week. The Mathlab will be staffed by a mix of Faculty, Graduate Students, and Undergraduate Students. At any time three persons will be present, resulting in 180 hours to be covered. Moreover, the amount of sections required for Fall 2012 equals  $2000 \text{ students} / 50 = 40$  sections. The course coordinator will cover twenty of these hours, and teach 4 breakout sections. Faculty teaching the remaining 36 sections will provide 72 further coverage hours. 88 hours remain to be covered. We will use 6 Masters' students as assistants in the Mathlab, each working 8 hours in the Mathlab, providing 48 hours of coverage. The remaining 40 hours will be covered by undergraduate assistants. These student assistants would be needed for 15 weeks with a cost of  $48 \text{ (hours)} \times 15 \text{ (weeks)} \times \$8 \text{ (hourly rate)} = \$ 5,760$ . Federal workstudy money will be used to appoint students who will staff the front desk in the Mathlab, checking students in and out of the lab. As a workload unit in Math 1065 now equals two sections we will be using half the number of faculty previously used to teach Math 1065. Money saved will be redirected to pay for coverage provided by graduate and undergraduate students.

If you have any further questions please do not hesitate to contact me.

Best wishes,

A handwritten signature in black ink, appearing to read 'J. Hattingh'.

Johannes Hattingh