March 7, 2016
Arts & Human Sciences Dept. Minutes

Kim Weismann, Matt Peterson, Steve Grunenwald, Lynne Raymond, Richard Stenberg, Justin Sorensen, Kirby Lund, Kyle Norris

1. 11/30/15 Minutes – tabled

2. 2/22/16 Minutes – Lynne made a motion to approve minutes, Matt seconds. Motion carries.

3. Jim Stout update on Learning Commons
   - Jim helped students last week with tutoring. Positive experience.

4. Professional Development Money
   - Still looking for opportunities for Professional Development
   - Email was sent to National Association of Teachers of English about possible opportunities

5. MUSC 111 removal
   - Kyle made a motion to remove 111 from the catalog. Richard seconds. Motion carries.

6. ENGL classes, consistency across sections
   - Lynne doesn’t want MLA format in Psych courses. She’s getting MLA format in her classes when APA is being requested. She wants the differences to be stated between APA and MLA in English courses.

7. Dual credit and online instructor evaluations
   - Dr. Miller and Kim are trying to get the Dual Credit program accredited. Evaluations will need to happen in order for this to take place. The Accrediting Body requires an expert in the field to evaluate the online and dual credit instructors.
   - Starting next year somebody in the field will need to be evaluating on-site.
   - Kim is working on what is expected of the students and the school.
   - Evaluators will receive a stipend to visit campuses and evaluate.
   - A full-time instructor does not have to be the one evaluating.
   - Lynne Raymond will evaluate online courses in Psych.
   - Dr. Miller will possibly be evaluating History courses.
   - Maren may possibly evaluate foreign languages.

8. Curriculum member(s)
   - Lynne will be on the committee next year.
- Kirby Lund will be on Curriculum committee with Lynne.

9. ASC classes
- 75, 76, and 83 belong under the AHS Dept.
- Speed Reading, College Study Skills, Applied Study Skills.
- These courses are being taught in College Strategies.
- Lynne made a motion to remove these courses from the catalog. Kirby seconds. Motion carries. Richard is opposed.
- We no longer have an Academic Success Center, which is a reservation for removing these courses.

10. Prerequisite courses
- ELL Instructor Kirby will teach this in the Fall. 67 is a Fall class, 68 is a Spring class. ELL will be offered in the Adult Learning Center as well.
- Kim sent an email about this last week. Want to go through these courses and say that students need to obtain a C or higher. Steve makes a motion. Matt seconds. Motion carries

11. Funeral carpool
- A carpool will be offered to the funeral.

12. Committee updates
- Curriculum is going to rework transfer pathways wording. Statement will be built in explaining that WSC is a two-year school. Will encourage students to look at the catalog of school they are interested in transferring to alleviate confusion.
- ND Gen Ed Meeting will take place tomorrow, March 7th.
- Diversity Council retreat will take place at Mayville.

13. An online Psych Instructor was let go on Friday.

Kirby brought in a notification to study Norwegian Online through UND. Looking for opportunities to promote the course. The Local Sons of Norway may write a press release to promote the course.

Williston Downtowners Association are doing an Art & Wine Walk and are looking for artists and musicians to submit work. It will take place April 21st.

Region 9 Vocal Event will take place on Monday, March 14th.

300 Stipend for Rod Lassey to come to campus to present historical memorabilia. Rod will be set up in the Dept of Arts & Human Sciences to promote the department. Steve makes a motion, Lynne Seconds. Motion carries.