AHS DEPARTMENT MEETING  
March 24, 2014  

Attendees: Jim Stout, Richard Stenberg, Steve Grunewald, Kyle Norris, Matt Peterson, Kim Weismann, Lynne Raymond, Elise Williams

1. Minutes from 03/10/2014 approved by Jim, Kyle second-All passed.

2. Social Work Program- Survey (Qualtrics) – Need to get access to the accounts before we can get survey out there.

3. Mail- Make sure read Mail emails-Mail is behind Audrey and Matt. Anyone can get the mail and distribute it.

4. Fall Classes- Pressured to teach the Western section of ND – Dual Credit. Kim has explained not enough faculty to accommodate this need.

5. Registration for Returning Students- April 1: 9-12pm come and participate. Students will meet with advisors there. Please remind your students about this time as well.

6. Student incidents- Reminder not to talk about it.

7. State Board of Nursing- program up for accreditation.

8. Poor Attendance- Fill out incident report-send names to Heather and Laurel K.

9. Midterms- Talk about start giving midterms and possible letters being sent from registrar. Perhaps this may help students get motivated. Report students who are at risk of failing.

10. Advisor Training- Campus Connection can now do graduation audit. We will have training soon.

11. Enrollment Cap Policy- Administration is not happy with our suggestion for caps for classes.

12. Administration says we need approximately 30 students per class to pay our salaries.

13. Foundation Matching Funds- Foundation will not be matching funds for fundraisers.

14. Performing Arts building- Foundation will be reviving the original committee
15. Curriculum Committee Replacement-Temporary on hold- Lynne volunteered to begin next semester

Other:

Guest Authors – Steve wants to bring in some authors for Fall semester

English Discipline/ Remediation – Steve reported- NDSU instead of taking Writing Prep- take Comp I with Lab and results were not good. With limited class size still had high failure rate. WSC opted not to follow suit and keep students taking Writing Prep based on Compass or ACT scores. UND did not let on campus students take Comp online unless they were enrolled in an Online Only Program.

Evaluations- Jim asked would like to know when Evaluations will be done in the next 6 weeks. Linda Tharp will be conducting.

Student Evaluations should be done at week 7,8, or 9 (Midterm) and end of semester.

Kyle just returned ND Music Educators Association- he had a booth set up and talked with potential students.

Kyle related Brass Ensemble performance on April 26th at First Lutheran – 6pm. Classes on Friday for high school and college students.