AHS Department Meeting  
August 19, 2015  

Attendees: Kim Weismann, Kyle Norris, Justin Sorensen, Steve Grunenwald, Richard Steinberg, Matt Peterson, Kirby Lund, Lynne Raymond, Jim Stout

Richard invited Fred MacVaugh to speak to the department. He has BA and MFA in Creative Writing for adjunct position and helping the department with the overload. Asked to submit documents to HR for possible opening for adjunct.

1. Lynne will continue to sit on Curriculum committee

2. Jim will continue to sit on Assessment/e- Portfolio committee. Matt will continue to lead this committee.

3. Assessment-COMPASS committee- Steve to be involved on this committee since COMPASS will end in Dec. 2015. Dr. Miller has various ideas of how to assess our students reading and writing levels.

Student Success Initiative- Student success issues- Dr. Miller would like to create a center for tutoring. Steve will be our representative

Kim shared a program called "ProctorYou" for online testing and possibly writing sample for assessing skill level.

4. Component B representative is needed for our department. Wanda and Cassie are chairpersons. Reviews grant and additional opportunities for faculty development. Department representative will be Richard.

5. SPED courses: 110 and 120 courses are being offered here online. These are program courses.

6. Syllabi- Content people review the adjunct syllabi and then send to Caitlin Pallai and copy. Send copy of corrections to Kim. Kim will email all adjuncts to send their Fall syllabi to content person. All syllabi should be in by Sept. 4th

7. Music Classes-Kyle needs to review repeatable credit policy. How many times can you repeat a class. Crystal is researching this issue. She is also looking at other courses.

8. UNIV 100 and UNIV 101- Kim, Ken, Tara will be teaching the sections. Federal mandate for Alcohol and Sexual Assault requires all students to complete.

9. Supplies needed – hangers for pictures

11. Paraprofessional program-Bottineau still has the program. Dr. Miller looked at curriculum and school district wants them to have the paraprofessional courses.

12. Kim's state conference- FYI- Sept 2\textsuperscript{nd} Kim leaves to get Japanese students (15) Kim at state conference 16\textsuperscript{th} -19\textsuperscript{th}. Lynne made motion for the department to pay for Kim's state meeting, Jim seconded the motion and motion passed.

13. Budget for AHS was cut almost 11K. We are still the highest funded department. Student fees for music looks fine. Small travel pull from the department and request big travel to Dr. Miller. Kim will keep a running total for deposits and balance.

Kyle has been invited to play with South Dakota Symphony-Sept 29\textsuperscript{th} and return Oct 4\textsuperscript{th}. Department will possibly help fund.

14. Writing workshop-Steve discussed bringing group to WSC for Writing workshop for Spring and budget looks fine for this event.

15. MISC-
We have a Spanish instructor for this semester. She will be on IVN on Tuesday and Thursdays and will be a hybrid course.

Richard has been nominated to sit on the board of State Historical Society of ND

Justin has been invited to have a solo exhibition at the North Dakota Museum of Art in Feb 2016

Jim moved to adjourn

Minutes recorded by Lynne Raymond