

**Health & Human Performance  
Department Meeting Minutes  
February 26, 2008**

Present: Glenn Carlson, Kim Rankila, Jay Johnson, Ray Reinertsen, Don Mulhern, Jeff Engstrom, Dave Kroll, Bill Simpson, Char Matheson

Minutes from the February 12, 2008 department meeting were approved. (Reinertsen/Kroll)

**Business**

Documented 40-hour work week information should be submitted to Char as soon as possible. Some have been received, but a few more need to be turned in.

Glenn Carlson distributed copies of the new and old version of degree audits. Advisors are encouraged to notify students via email and class announcements that they will need to print their degree audits prior to spring break.

The department would like to consider offering the Wellness and Fitness Major online to students through Distance Learning. Three courses will need to be developed for online instruction to accomplish this goal. This would occur over the summer and go live in the fall. Hands-on courses which cannot be offered online may be offered over the summer in one block. Coaching and Community Health Promotion were also offered for consideration as Distance Learning programs in the future.

Jeff Engstrom requested that the department consider whether Kinesiology is more suited to the Wellness and Fitness major than Motor Learning.

Glenn Carlson suggested that all those instructors who are developing courses for online instruction should attend the University of Maryland's Quality Matters Training. The department will register for the training as a block through Distance Learning.

Discussion regarding whether the department should add a 1 credit lab component to HHP 363 Exercise Physiology. More discussion and research is needed.

Char Matheson distributed biographical information templates to those in attendance. These must be completed as soon as possible for the website. Also distributed were news items forms which staff can submit to the department office for publication on the department's website. And the department's general brochure was also distributed. Any concerns or changes must be made within the next couple of days, as it will be uploaded to the website very soon.

Meeting adjourned (Engstrom/Mulhern)  
Submitted by: Char Matheson

Next Department Meeting: March 11, 2008