

**Health & Human Performance
Department Meeting Minutes
January 17, 2013**

Present: Glenn Carlson, Jeff Engstrom, Jim Geidner, Jay Johnson, Dave Kroll, Kim Lebard-Rankila, Don Mulhern, Ray Reinertsen, Rhoda Robinson, Bill Simpson, Robin Lisdahl

Excused:

Motion (Reinertsen/Robinson) to approve the minutes from the December 6, 2012 department meeting. Motion passed.

Announcements

Faculty Senate Update (Simpson):

Jeff volunteered to be Bill's replacement on Faculty Senate this semester as he will be teaching in Scotland.

HWM Update (Simpson):

There was a conference call yesterday for program directors. It was agreed that at this time only students admitted into the HWM program will be allowed to enroll in HWM courses.

UAAC Update (Geidner):

The committee has not met yet this semester. The revised Child Development Major was approved at the last meeting and now must be approved by the Provost.

Graduate Special Ed Program Update (Robinson):

Nothing new to report.

HHP Club Update:

One of the goals of the club is to have students present at conferences. Last semester was the first time students this has happened. This semester the club president will be making a presentation. The HHP Club is currently in its 5 year.

Advising:

Glenn asked is anyone had any questions on advising. There needs to be a discussion on advisement. What is a reasonable load and how should it be assessed?

Office Hours/Syllabi:

Please turn in office hours and syllabi for this semester to Robin.

Agenda Items – OLD

Assessment:

The department needs to plan for this year. Goals need to be reviewed and revised if needed.

Agenda Items - NEW

HLC Visit:

The HLC visit will be in March. Glenn encouraged faculty/staff to attend meeting regarding the visit. Yesterday was the mock visit in conjunction with Welcome Week.

Fit Families (JG):

Jim passed around a Memorandum of Understanding for Fit Families. This is a state-wide initiative in early childhood health and wellness. We are being asked to partner with this program.

Motion (Reinertsen/Simpson) to accept the Fit Families Partner Memorandum of Understanding as presented. Motion Passed.

Scheduling 2013-2014:

Scheduling plans for Fall 2013 and Spring 2014 are due February 1st. Glenn would like to meet with each faculty/staff member to discuss their planned schedule within the next week.

Faculty/Staff Evaluation:

This is due February 8th. Glenn would like to hold a meeting of the Personnel Committee on Tuesday, February 5th. He would also like to discuss this during faculty/staff scheduling meetings.

SPSS:

The University has a license for this program. We would like to enter the HHP 102 lab information from the Microfit assessments as well as from the green sheets into the program for future student research.

Meeting adjourned (Rankila/Engstrom)

Submitted by: Robin Lisdahl

Next Department Meeting: 02/21/13