

**Health & Human Performance
Department Meeting Minutes
August 29, 2013**

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

Excused: Jeff Engstrom

Motion (Reinertsen/Kroll) to approve the minutes from the May 2, 2013 department meeting.

Motion passed.

Announcements

Faculty Senate Update (Engstrom):

Faculty Senate meets every 3rd Tuesday of the month. Topics of discussion included committee assignments and gen eds.

HWM Update:

Bill will be coordinator again this year. Current enrollment numbers are higher than projected. Final courses have been developed. Four students are expected to graduate this fall. There will be an Advisory Board meeting October 11th. A Tenure-Track position has been requested to help with our DI load. There needs to be discussion on whether this position will be 100% DL or also include on-campus classes

UAAC Update (Geidner):

Nothing to report at this time.

HHP Club Update:

The HHP Club is still looking to fill a couple of officer positions. Their first meeting of the semester will be Wednesday, September 11th at noon in MWC 2440. Students should be encouraged to join. Membership dues are \$5.00. Upcoming conferences include ACSM, WPHE, and MNAHPERD. We will have students presenting again this year.

Office Hours/Syllabi:

Please submit your office hours and syllabi to Robin, e-mail preferred. Syllabus guidelines can be found on the Provost's website.

LEG 5/Wellness Papers:

LEG 5 – evidence-based decision making. This has been done in ECED classes as well as HHP 332. Wellness papers were collected last semester. They need to be graded.

Personnel Committee Meeting Schedule:

Glenn would like to make this a recurring meeting every 2nd Thursday of the month at noon. The 1st meeting will be Thursday, September 12th.

Summer Scheduling:

Please submit requests for summer school classes to Robin by Friday, September 6th.

Advising (Internships/Capstones):

This time was open for any questions or comments on advising/internships/capstones.

Glenn discussed some key advising points/strategies. Internship requirements were briefly discussed.

Agenda Items – OLD

Community Health Promotion Major (Rankila):

Nothing was discussed at this time. This will be reviewed in more detail when catalog review comes up this fall.

Agenda Items - NEW

Library Journals:

Jim is our library liaison. He discussed how the flood had wiped out the library's collection of hard copy journals. It was asked if the department would like to re-build our collection of hard copy journals or move to on-line journals. Faculty/staff were asked to review the list of journals to see which ones are actually being used in their classes. This will be discussed again at our next meeting.

Catalog Review:

Catalog review will be coming up this fall. During this time curriculum in all departmental majors and minors will be reviewed followed by individual courses.

Assessment:

Nothing discussed at this time.

Other Business

- Welcome week – induction ceremony tomorrow followed by the new beginnings lunch. After lunch there will be department meetings with new students. This will be held in MWC 2440.

Meeting adjourned (Mulhern/Reinertsen)

Submitted by: Robin Lisdahl

Next Department Meeting: 09/19/13