

Health & Wellness Department Meeting
Thursday, April 24, 2014
HSSC 168

Present: Bob Benson (Chair), Wendy McGinley (Recorder), Kim Weismann, Tami Solberg, Kari Lesmeister; Rhoda Owens (Minot via phone)

Bob Benson called the meeting to order at 9:00 am.

Kim Weismann moved to approve the minutes from February 20, 2014. Wendy McGinley seconded. Motion carried.

Old Business:

Allied Health Program Updates

- Doing a joint HIM program with DCB not working out as anticipated as each program requires separate certification; DLB has been approved; WSC will need to seek certification
- Medical Billing and Coding – changing title to Medical Coding
- No Medical Transcription
- Certificate of Completion for “editor” of medical transcriptions
- No full-time faculty handling classes in this area; looking at 2 adjunct faculty (1 out of Billings and 1 out of Bismarck)

Health & Wellness Building

- Bob Benson reports not hearing anything new in the last month
- UND, and possibly NDSCS, would like to send some classes; will depend on legislation

Pharmacology for Allied Health & Medical Terminology

- Pharmacology for Allied Health approved through curriculum; need to see who could/would teach it; PHRM 137 Pharmacology for Business is not appropriate for those seeking degree in massage therapy; discussed whether Wendy McGinley could teach it and/or incorporate information into existing class; will continue to work on how to offer this course to massage therapy program
- Medical Terminology is required for massage students and Christine Christensen had developed a program for these students (not same course as required by transcriptionists); discussed self-study course with proctored exam at completion of course; will continue to work on how to offer this course to massage therapy program

Student Portfolios

- Bob Benson reported that e-portfolios will start being developed in the college strategies/transition course; Kim Weismann and Ken Quamme will attend meeting in Washington to learn more about how these portfolios work; begin in classes taught by benefitted faculty members first before it rolls out to other courses

Advisory Committees

- Reminder that a second meeting needs to be conducted with advisory committees and those minutes and current board member lists need to be submitted to Audrey

State Fleet Vehicles

- Each faculty member is supposed to receive their own gas card for use with state fleet vehicles
- Send copy of driver’s license to Bob Benson

- Need to attend a defensive driving course

New Business:

Course Title Change

- MHA from Internship (3 credits) to Capstone (2 credits)
- Bob Benson motioned to accept change. Tami Solberg seconded. Motion carried.
- Bob Benson will let Neil Westergaard know and will also take information back to Curriculum

New Senate Representative

- New rep needed to replace Christine Christensen
- Kari Lesmeister volunteered. Unanimous vote for approve.

Inventory

- Link sent out to record inventory in your area; get it done.
- Don't forget about the items in storage

Scholarships

- Bob Benson reported that financial aid and the foundation would like to offer scholarships to academic areas of study
- Up to \$30,000 for each department
- Bob Benson to meet with Cassy Rugruden, financial aid, to see how to proceed

Committee Reports

- Faculty Senate – Council meeting tomorrow; Senate may not need to meet again this school year
- Staff Senate – no report
- Curriculum – Bob Benson reported that the auto/diesel programs are looking into changing to transportation program and address multiple areas of need (small>large vehicles, diesel>natural gas vehicles; Bob Benson also reported that UND is trying to combine Comp II and Professional Writing into one class, will wait and see what happens there
- Diversity – Kim Weismann reported that on May 5th the students will be conducting a cultural event in the Well; music, food, trivia, art from a variety of cultures will be on display
- Faculty Ranking & Tenure – waiting for final approval at State level on the recommendations from committee

There being no further business meeting was adjourned at 9:50 am.

Respectfully Submitted,

Wendy McGinley, Recorder