Instructional Cabinet
Thursday, January 19 2023 8:00am
Alumni Room

Members:
☒ Kim Wray
☒ Juliana Russell
☒ Katie Wenke
☒ Kim Weismann
☒ Bob Benson
☒ Derek VanderMolen
☒ Leah Windnagle
☒ Remi Hermann

Agenda

Agenda:

1. Department Meeting Minutes
   a. Please keep posting
2. Budget
   a. We need to be prepared for next year. We need to mind our budget. If possible, try to pull from other resources. From the instructional side, we should do our due diligence to spend responsibly.
   b. Proctor you-student can pay themselves if they choose to use it, instead of WSC paying.
   c. Wait to fill certain positions-nursing.
3. Marketplace for Kids – April 21st what rooms by 1/26
   a. Trying to move the date so it doesn’t interfere with instruction.
   b. Let Kim know by the January 26th which classrooms will be available.
4. Fall Schedule
   a. Please make changes to the fall schedule by next Friday-email to Juliana
5. Portfolio Discussion
   a. Getting bids-looking for some specific features that will benefit our students and faculty.
   b. Piloting a program (Ultra) over the summer-please let departments know this is coming.
      Katie will show us the program in two weeks.
6. Developer Peer Review Standards – Based on QM (quality matters rubric for online classes)
   a.
7. Academic strategic plan. We need online learning in this as well as implementation plan.
   a. Kim would like to create an Academic Strategic Plan that would tie into our strategic plan
   b. Possibly Accreditation Team 1 in conjunction with distance education committee.
      i. Kim will find some examples and bring them next time
8. Faculty Fellow in Online Learning
   a. Granted three hours of overload faculty to be available to help with online classes
      i. Feedback-instead of overload, a stipend would be more obtainable
9. QM/Online Learning Committee
   a. Kim would like this group to help Katie.
   b. Katie has put together a proposal to create this committee to support online instructors
      i. Feedback-positive from chairs
      ii. Chairs-please get 1-2 faculty to be part of the committee

10. Enrollment
    a. Talk to your department about ideas for getting enrollment up-send them to Kim
    b. High Schools are not communicating with their students to follow the WSC calendar and
        students are failing.

Other:

- Report no shows
- Derek-Can we make sure sunshine committee knows when faculty/staff need something.
- Bruce Conway’s funeral is the 25th at 10 o’clock at first Lutheran
- Inventory-Km Wray will follow up
- Remind your departments to sign their overload/adjunct contracts

Start: 7:58 am

Adjournment: 8:42am

Next meeting: Thursday, February 2nd