Williston State College
Minutes from Math & Sciences Department Meeting
Wednesday, August 16th, 2023, 10:00 AM, Science Center 202

Present: Derek VanderMolen (Chair), Susan Zimmerman, Amanda Davis, Diane Anderson, Wanda Meyer, Ruth Benson, and Brandon Jinpyo Lee

Derek called the meeting to order at 10:06 AM. Last meeting’s minutes were reviewed and discussed.

AGENDA ITEMS

1) Update COGs. Make sure course descriptions match Campus Connection and Catalog and prerequisites. Language must match 90%.

2) Meet Brandon, new Computer Science Instructor.

3) Derek made a motion for Suzie to be a voting Senator for our department, Amanda seconded. Motion carried.

4) Derek volunteered to be our second representative on Curriculum. Amanda made a motion to elect Derek as our rep on Curriculum, Wanda seconded. Motion carried.

5) Derek made a motion for Amanda to be the Digital Literacy representative from our department, Suzie seconded. Motion carried.

6) Dispose of old records and emails to ensure that we meet Records Retention requirements.

7) Most of us have overload and will most likely have it in again this spring. Must report current overload.

8) Dual Credit Evaluations can be completed virtually or physically.

9) Our department is down two full-time positions (math and A&P). We will post a A&P instructor position this fall to close in January for interviews in spring 2024. Rather than post a math position or a physics position, we will post an Engineering Instructor position, with the specialty to be worked out.

10) Soup & Stew October 20th and Pi-day March 15th.

11) We need to interview a part-time person for A&P. Amanda motioned to accept anyone currently employed by NDUS to teach BIOL 115. Suzie seconded. Motion carried.

ADJOURNMENT: Business concluded at 10:53 AM.