AHS Department Meeting Minutes
November 13, 2023: 3:00pm

Members Present: Kirby Lund, Katie Renville, Logan Rutledge, Sara Bielski, Ryan Freels, Wyatt Olson, Richard Stenberg, Matthew Peterson

Guests Alex Herman, Dr. Zahi Atallah

1. Athletics with Coach Alex Herman –
   • Discussion of plan for the AD moving forward, no decision has been made yet.
   • Discussion held on how we can help student athletes as instructors and what is expected of students. Alex shared instructors are currently supportive and are willing to meet students where they are especially regarding travel. Alex asked what we need from athletics. One thing shared is some Absenteeism is a concern in some classes, after we work with students should we go to coaches or the AD’s? Alex stated emailing coaches and potentially copying the AD’s may be helpful.
   • Hoping to utilize Starfish in the future to address these concerns where automatic message of concerns can be sent to all people associated with the student such as coaches and advisors. Might be good to get Starfish incorporated into Blackboard which requires assistance from someone at the state level.
   • Department shared we appreciate the coaches letting us know when students are gone but would like to see students take more responsibility it letting instructors know when they are going to be gone as well and communicate with professors on what they will miss.

2. Class caps discussion with Dr. Atallah
   • Dr. Atallah shared that caps serve two purposes, one to not overwhelm faculty and two for the taxpayers to see we are using their funds wisely. In general caps are often set at 24 on a campus our size. Caps can vary based on supplies, type of instructor etc. We need to get more efficient for the best use of our current resources and funding.
   • Discussion was held that different courses could and do have different caps depending on workload, room space, materials etc. We need to focus on what’s best and effective for student learning.
   • Dr. Atallah was asked how we should go about setting caps. He shared we should make recommendations and then come to an agreement. Ideally have this information prior to the end of 2023 or early January.
   • Dr. Atallah shared that at strategic planning in December we will discuss the future for WSC including enrollment goals.

3. Approval of minutes from October 30- Wyatt motions to approve, Ryan F Seconds, no discussion motion approved.

4. ePortfolio discussion- Kirby asked what questions we have regarding ePortfolio. Clarification on art requirements, since Diversity is the Institutional Outcome this the area students will upload their projects. Katie R will share example of directions and the video to share with students with the department. Shared purpose of using ePortfolio in that it is how we assess if we are meeting our institutional outcomes.
5. Orchestra discussion- Logan has visited with people in the community regarding orchestra. He is working to increased participation in this course as well as other music courses at WSC. Logan shared there is also still an incorrect belief that WSC’s music program is going away. Due to lack of participation right now he is considering having a chamber ensemble that people attend regularly and then let that build into an orchestra. Richard S shared that in the past the foundation helped support people enrolling into these courses at WSC from the community. This may be worth looking into regarding music scholarships for community members wanting to take orchestra or choir. It was also suggested that Logan go on the Teton Talk on the radio and talk about the music program and that it is still a part of WSC. Orchestra is on the schedule for Spring but depending on attendance it may be more of a Chamber Orchestra. It was suggested a change be made curriculum wise for next year for this course. Community Band is also something to talk more about as the HS Band instructor is interested in leading this.

6. Committee Updates
   - Kirby L shared that curriculum has a few things to approve but nothing to major.
   - Ryan F shared that Social Justice Equity Diversity and Inclusion group is working to arrange a statewide meeting. WSC’s Diversity Club meets for the first time tomorrow (Tuesday) at 3pm
   - Katie R gave update on digital literacy and told the group two documents are in the teams site to review prior to our next department meeting.

7. Adjournment 4:49pm