

Williston State College
Faculty Senate
February 6, 2020
4:00 PM, Stevens Hall 116

**Attendance: Lynne Raymond, Gail Raasakka, Richard Stenberg, Tim DeLorme,
Bob Benson, Jessalyn Bachler, Faye Krogen, Amanda Davis, Kim Weismann
(President)**

1. Call Meeting to Order—Kim Weismann called the meeting to order at 4:00.
2. Minutes from January 16, 2020—Richard Stenberg moved to approve. Bob Benson seconded. Motion approved.
3. **PREVIOUS BUSINESS**
 - a. Academic Appeals—Executive Cabinet is reviewing this.
 - b. One document to house all policies and procedures—Kim Weismann will be working on this project this summer.
 - c. Procedure for approving policies and procedures—was proposed to Executive Cabinet. EC will continue to discuss this at the next meeting.
4. **NEW BUSINESS**
 - a. Faculty Evaluation process—Amanda Davis moved to approve. Lynne Raymond seconded. Motion Passed.
 - b. Faculty evaluation form—Amanda Davis moved to approve. Bob Benson seconded. Motion Passed.
5. **OTHER BUSINESS**
 - a. Math Lab is considering a change to the STEM lab.
 - b. A recommendation of a personnel sheet would be nice to help us understand who is in what roles so when we need to refer people (since there have been so many changes). Kim will take this recommendation and request forward.
 - c. There is word that the regional and Williams Co. scholarship amounts have changed from a credit number to a flat amount. Kim will try to find out this information.
 - d. The question was posed on how often we need to do 15 passenger van training. We are getting conflicting answers (every 4 years or a once and done). Kim will try to find an accurate answer. If we have to renew our training, she will request the training be offered at a time that is more convenient for faculty.
6. **ADJOURNMENT**—Amanda Davis moved to adjourn. Jessalyn Bachler seconded. Meeting adjourned at 4:34.
7. NEXT MEETING: March 12, 2020