

**Department Chairs Meeting Notes**  
**Friday, November 3, 2023**  
**Student Services Building – Room 103**  
**9:00 – 10:30 AM**

**Department Chairs in Attendance:**

Midas Gunhammer  
Royal Lost His Blanket-Stone, Jr.  
Lisa Hoesing  
Shannon DuBray  
Maureece Heinert  
Aimee Schrader  
Ned Day  
Rhonda Jackman

**Others in Attendance:**

Cheryl Medearis  
Charlotte Emery  
Patti Farmer  
Dan Seibel

1. **Prayer:** Royal Lost His Blanket-Stone
2. **Review of Agenda (additions) Internships - Midas**
3. **Report on Attendance (Charlotte Emery)**
  1. Handed out report on all the students contacted
    - a. Major issues: Students forgot classes, some technical issues
    - b. Not all instructors are reporting attendance to Charlotte
    - c. Only 15 instructors are actually sending reports to Charlotte our of 21+25 instructors
    - d. Need to get 100% next semester, Dan will reinforce with faculty
    - e. Need to include that faculty can make notes on students that call
    - f. Could Nick add an "Absent but contacted instructor"
    - g. Dan can see if Steven can put Charlotte's email in for all faculty
4. **Report on AIHEC's 2<sup>nd</sup> Annual Language Summit (Royal Lost His Blanket – Stone)**
  - h. Using digital technology and AI to help save the languages, teach the languages
  - i. Dept of Homeland Security speaker showed their program, not well received
  - j. Different TCU's talked about different programs they have in place
  - k. Should be encouraging more student engagement
    - i. Cherokee protect their speakers, take care of their houses, all are part of a language organization

- ii. Some are doing head start partnership
  - 1. SGU applied but didn't get the grant because head start is under the tribe and not under the college like other places
- iii. Learned about lots of programs
- I. Future summits coming!

#### **5. Course Curriculum Guides (Aimee)**

1. MA 310 – changed 3 course to 4 credit, archiving MA311, changing some outcomes for MA310
  - a. Students will leave with 11 credits in math now
  - b. Goal of boosting PRAXIS scores
2. Yesterday the Curriculum Committee approved new courses for the RN Bridge program that's coming up

#### **6. Report on Nursing Program Updates**

1. We have many students that need stipends but don't have classes to take
2. Starting the program allows students to start taking more pre-reqs
  - a. Arts and Sciences already has many of these classes
  - b. Has met with SDSU to discuss articulation agreement so students can move
  - c. Considered a "bridge" program (not saying we have an RN program now) so that we can build in the future
3. Wrote up seven classes they need for the RN program
  - a. Although we're not ready for the RN classes yet, it makes sense to have students start working on the pre-reqs
4. Pass Rates
  - a. SGU has a 75% pass rate (less than fifty in 2020)
    - i. State looks at "first time" success rate
  - b. Board of nursing reports
5. Thanks Ronnie! This program is stronger than it's ever been. We're still on probation but should be off soon. Thanks to A&S for helping.
6. Health Promotion (6cr); Pharmacology; Child and Family Nursing (4cr); Mental Health Nursing (4cr); Community Health Nursing; Capstone; NCLEX Review;
  - a. Need to look for ways to build in Lakota health practices, especially around birth (Cheryl)
  - b. Asking Royal for some help with "Death and Dying" – could find pieces in a curriculum
7. Laurie Dunn will be taking over. She's well prepared and very particular.

#### **7. Academic Affairs Office Report**

1. Tested Experience forms and documentation
  - a. Form was developed by Dr. Green for WINHEC
  - b. In Fall of 2022 a review was done to see who all needed tested experience forms
  - c. Before holiday break we need to have these done for everyone
  - d. Cheryl will ask Art to make a tested experience fillable form

- i. Send back in to Academic Affairs and they will be sent to HR
    - ii. Follow-up will happen at the Dept Chair mid-year check-in
- 2. Instructor Approval forms for Spring Semester 2024
  - a. Faculty who are new or who need updated forms should include a line about their experience teaching online
- 3. Book Orders for Spring Semester
  - a. Order E-Books if that's your preference
  - b. Book orders are due on Nov 17 to Patty
  - c. Tanner from the bookstore will come in to Dec dept chair meeting

#### **8. Dean of Education Report**

- 1. New semester tuition/books/feed; rolling out
  - a. Finalized info will be sent out with fliers soon
- 2. Check email from Dan
  - a. Dan send grade turn-in report, attendance for PD, participation, etc to send to dept chairs before mid-term meetings
  - b. Dan add a section on course eval reflection
  - c. Dept chairs need to complete a list of 25 students they want to invited for early online registration – google sheet link sent out. Steven will then check all students to make sure they are error-free before registration
  - d. Dept chairs invited to send feedback on mid-year check-in doc. Final will be rolled out at Dec dept chairs.

#### **9. Adjunct Contracts for Fall 2023**

- 1. SGU Online Catalog Updates (Patti)
  - a. Has services rendered paperwork ready
  - b. Dept Chairs are signing adjunct paperwork now, adjuncts are receiving their own in the mail
    - i. Contracts issued 3 weeks into the semester, Payments won't happen until all paperwork is in and final grades are submitted
  - c. Syllabi should be turned in before the semester begins...MIDAS

#### **10. Additions to agenda**

- 1. Midas: Paid Internships as part of Project Success
  - a. Paid internships available for all depts

**Adjourned at 10:45 AM**