

## *Minutes*

Communication and Foreign Languages Department Meeting

Myra H. Walters, Chair

August 21, 2012 at 1:30 p.m. in K-143

	Present	Absent	Excused
<b><u>Administration</u></b>			
<b><u>Faculty</u></b>			
John Connell	X		
Tonia East	X		
Ann Eastman	X		
Cindy Enslen	X		
Katie Paschall	X		
Myra H. Walters	X		
William Holley	X		
Fernando Mayoral	X		

	Present	Absent	Excused
<b><u>Staff</u></b>			
<b><u>Adjunct Faculty</u></b>			
Laura Leslie			
<b><u>Guests</u></b>			
Kelly Westfield (Oral Com Center, Instructional Assistant)			

- **SACS Update:** The monitoring report is due February 2012 and the site visit is scheduled for April 8-10, 2013. (Walters)
- **Quality Enhancement Plan (QEP):** The department adopted the critical thinking cornerstone last year as part of the Quality Enhancement Plan college support initiatives. The faculty is highly encouraged to support the QEP initiatives by registering for the training modules offered through the Teaching and Learning Center. The QEP professional development opportunities not only support instruction for the First Year Experience Course but most promote quality instruction in all courses. (Walters)
- **Legislative Update:** Faculty Senate will keep us informed and aware of relevant information about contracts for instructional employees. There was some discussion of contracts being tied to performance. House Bill 1355 seeks to reduce General Education requirements from 36 to 30. Speech may be considered as a General Education requirement to cut. A state committee is being formed to deal with this issue and Myra's name has been submitted. Even if speech is dropped as a General Education requirement, it could become a college requirement if voted upon by the curriculum committee. If speech is dropped as a general education core requirement we could consider a nonperformance course as an alternative to our current performance based courses to encourage enrollment in speech courses. The Bill also has an impact on Foreign Language. Foreign Language is now required before admission to upper division classes. This can be two years in high school or two semesters in college. According to Dr. Dennison, this may have little impact upon our foreign language enrollment since most students enter Edison State College having completed the foreign language requirement in high school. (Walters)
- **New Attendance Verification Process:** A new attendance verification process will be in place this year. Directions will be sent via e-mail. It is important to complete as soon as possible so that students will be able to receive their financial aid. (Walters)
- **Portfolio Reviews:** Faculty was reminded of the process. New faculty should attend the workshops offered through the Teaching and Learning Center (TLC) to learn about the portfolio review process. (Walters)

- **Adjunct Portfolios** were returned to Collier during the August Adjunct meeting. Portfolios will be returned to Charlotte on August 22. Dates to meet with the Lee adjuncts will be established soon.  
(Walters)

A motion was made to adjourn the department meeting at 2:30 p.m. to allow the speech faculty and the foreign languages faculty to meet separately to discuss discipline specific concerns. The next meeting is scheduled for Friday, Sept. 14, 2012 in S-262-Lee; E-105-Charlotte; Dr. Paschall's office-Collier.

Minutes submitted by Dr. Katie Paschall