***Minutes***

Communication and Foreign Languages Department Meeting

Myra H. Walters, Chair

November 14, 2014 at 2:30 p.m. in U 202B

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|  | Present | Absent | Excused |
| **Administration** |  |  |  |
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|  |  |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral | X |  |  |
| John Connell | X |  |  |
| Ann Eastman | X |  |  |
| Brad Holley |  | X | X |
| Cynthia Enslen | X |  |  |
| Myra H. Walters | X |  |  |
| Katie Paschall | X |  |  |
| Tonia Phanor | X |  |  |
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|  | Present | Absent | Excused |
| **Staff** |  |  |  |
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| **Adjunct Faculty** |  |  |  |
| Courtney Lanute | X |  |  |
| Laura Leslie | X |  |  |
| Eliut Gonzalez | X |  |  |
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| **Guest** |  |  |  |
| Catherine Fuller | X |  |  |
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1. The meeting was called to order promptly at 2:30 p.m. Chair Myra Walters welcomed members and thanked them for their prior review of past minutes in order to address that topic efficiently during the current meeting. Minutes of last meeting were reviewed, adjusted and approved. (Leslie, Paschall).
2. Catherine Fuller, Director of International Communication at FSW, was our guest speaker. She advised us that the newly formed Center for International Communication opened August 1st of this year on the Edison campus and that this was the result of an initiative mandated by Dr. Albritten (our president). The primary functions of the Center are to recruit international students and to promote faculty led study abroad programs for students.
3. Ann Eastman provided an update on the progress of the SPC 2608 textbook selection committee. Their task is to choose a new book for Fall 2015. The committee consists of members Rebecca Yost, Kris McCoun, Tonia East and Myra Walters and Ann Eastman. The group created a ten criteria rubric for assessment and was currently reviewing six texts. Progress is excellent and the group plans to make a final selection by the end of December 2014.
4. Ann Eastman, Fernando Mayoral, Katie Paschall and Myra Walters recently attended conferences and gave reports. Ann attended a SAMLA conference in Atlanta where she joined a panel of speakers from our English Department. Fernando attended a FFLA conference in Orlando. Myra and Katie attended FCA in Orlando where the theme was Communication and Culture.
5. Myra gave a Foreign Languages update.
6. Myra announced the upcoming Adjunct Holiday Recognition Reception. It will be held Dec. 3rd from 6:30 to 7:15 in the President’s Lounge of the Barbara B. Mann Hall. Please RSVP to Kelly Westfield.
7. The meeting adjourned around 4:00 p.m.

Respectfully submitted,

Ann B. Eastman