***Minutes***

Speech Communication and Foreign Languages Department Meeting

Myra H. Walters, Chair

August 20, 2014 U110

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| --- | --- | --- | --- |
|  | Present | Absent | Excused |
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| **Faculty** |  |  |  |
| John Connell  | X |  |  |
| Tonia East  | X |  |  |
| Ann Eastman | X |  |  |
| Cindy Enslen | X |  |  |
| Katie Paschall  | X |  |  |
| Myra H. Walters | X |  |  |
| Brad Holley | X |  |  |
| Fernando Mayoral  | X |  |  |
| Tonia East Phanor | X |  |  |
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|  | Present | Absent | Excused |
| **Adjunct Faculty** |  |   |  |
| Laura Leslie | X |  |  |
| Phil Bickel | X |  |  |
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**I. Call to Order**

Myra Walters called the meeting to order at 11: 30 AM and welcomed all of us to the fall 2014 semester. Myra asked everyone to introduce themselves to one of our newest adjunct colleagues, Prof. Phil Bickel who teaches the Fundamentals of Speech Communication on the Edison Campus.

**II. Department/Campus Updates**

Myra thanked the department and expressed her deep appreciation for the work that was done over the summer with regards to assessment. She mentioned that in our department we complete at least one assessment each semester for one or more of the following courses: SPC 1017 Fundamentals of Speech Communication; SPC 2608 Introduction to Public Speaking; FRE 1120 Elementary French I; FRE 1121 Elementary French II; SPN 1120 Elementary Spanish I and SPN 1121 Elementary Spanish II.

Myra mentioned that Dr. Alford conducted an analysis of textbooks within the Division of Arts, Communications and Social Sciences and discovered that in a few courses, the ground textbook was different from the textbook used online. Although, Dr. Alford will entertain the idea of using different textbook for different modalities, his preference is that the same textbook is used. Currently, there is only one Spanish course in our department where the online text book is different from the text book used in ground sections. As of fall 2015, the online Spanish textbook will be the same as the ground Spanish textbook.

Myra mentioned that Dr. Alford reminded the Chairs to remind faculty that according to the textbook selection process in the CNA, the Dean must to sign off on the selection. Since the Textbook Affordability Act is in the forefront, we have to take the necessary steps to ensure the best selection of text for our classes. SPC 2608 may explore a new text. Dr. Eastman offered to spearhead the search for a new text. Ultimately, Myra wants every professor who teaches the course to be part of the textbook selection, and any other speech faculty (adjunct of full time) who would like to serve.

Myra updated the department on the summer work of the Gen. Ed. Committee Course for the time being. Currently a basic speech course remains as one of the required courses under the communication section. The committee recommendations will come before each department meeting for discussion.

Myra met with Dr. Alford and Dr. Wright during the summer to discuss the new Foreign Language Mandate. Starting this fall, students will be required to complete their foreign language requirement (two consecutive years of the same language in high school or successfully completing the elementary level II requirement in college) before advancing to the upper division of college.

We now have 2 Assessment Coordinators for our department: Fernando is for Foreign Languages & Katie is for Speech. Katie is on the Assessment Committee for the College as well.

Ann Eastman & Myra are on the committee for the, hopeful, new Baccalaureate Program called “Technical Communication & New Media.” Students will be required to take two speech courses in this program: A basic Speech Course and an upper level Mediated Communication course. We will be ready if the State approves the new Degree.

We have a new elective speech course offered at FSW called Com 2460 – Introduction to Intercultural Communication. Laura is teaching it on the Edison Campus and Tonia is teaching it on the Port Charlotte Campus.

Dr. Steven Beebe is going to be on the Edison campus in October. He is a Past President of the National Communication Association (NCA) and he’s also one of the authors of our Fundamentals of Speech Communication Textbook. Details regarding his visit will be announced soon.

Immediately following the department meeting, lunch will be provided by Sarah Mendelsberg, our Pearson Learning Technology Specialist who will be in the Oral Communication Center (O-205) to show interested speech faculty how to access and navigate the online instructional materials for the textbook.

**III. Update from Assessment Coordinators**

 **Dr. Katie Paschall - Speech**

The current student learning outcome goals for the oral communication assessment are to achieve the following success rates:

 60% in the Introduction

 60% Conclusion

 60% for Oral Citations

Professional development will be offered through the TLC to assist faculty in understanding and providing instructional materials to students to help us meet our student learning outcome goals.

Katie Paschall and Myra Walters facilitated an assessment workshop on Saturday August 16 from 9:00 a.m. – 11:00 a.m. The Saturday workshop started with a welcome by Dr. Alford, Dean for Arts, Humanities, Communications, and Social Sciences. Katie Paschall facilitated another assessment workshop for additional faculty on Tuesday, August 18 from 1:30 p.m. -3:30 p.m. Rebecca Yost, the online course developer for our department and adjunct speech professor conducted the Canvas training for both days. These workshops were held to present the results of the previous oral communication assessment and to explain the new assessment directions, procedures, and to provide Canvas training so faulty will be able to locate and use the common assessment rubrics. Myra will need to arrange assessment training for two adjunct faculty who were unable to attend either of the previous assessment workshops. The two faculty include Phil Bickel and Bob McPhail . In the meantime, the speech preparation outline rubric needs to be corrected and then assessment instructions and rubrics will be sent out electronically.

 **Prof. Fernando Mayoral – Foreign Languages**

 They’re still looking at assessment but they will be eventually uploaded onto CANVAS.

**Additional Assessment Information**

The College is asking for voluntary participation in the collection of artifacts regarding what we’re doing in our General Education courses and what specifically addresses the Gen Ed requirements. A form needs to be filled out and it’s due in early September. We will receive a certificate to go in our portfolio for participation.

Send all the documents to Katie and she’ll send them electronically to Dr. DeLuca. The form is due in September; Artifacts are due in December.

Each full time faculty member will be expected to identify and submit a learning outcome goal. Faculty within disciplines may submit individual learning outcome goals or group learning outcome goals (LOG). Dr. Joseph van Gaalen, Coordinator of Academic Assessment, Academic Affairs may be contacted to assist in determining valid methods for measuring LOG results.

**IV. Adjournment**

 Meeting adjourned at 12:00 pm.

 Respectfully submitted by Laura Leslie.