***Minutes***

Speech Communication and Foreign Languages Department Meeting

Myra H. Walters, Chair

August 19, 2013 at 2:00 p.m. in K- 211

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|  | Present | Absent | Excused |
| **Administration** |  |  |  |
| Dr. Tom Rath | X |  |  |
|  |  |  |  |
| **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 |  |  |
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|  | Present | Absent | Excused |
| **Staff** |  |  |  |
| Dr. Kevin Coughlin  | X |  |  |
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| **Adjunct Faculty** |  |   |  |
| Jack Pause | X |   |  |
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1. **I. Minutes (no minutes approved)**

**II. Reports from Committees**

**None because most commitees have not met yet**

**III. Agenda Items Discussed**

 **Assessment Updates**

* SPC 2023 Dual Enrollment Assessment Results Spring 2013 (Dr. Kevin Coughlin)
* SPC 2023 Dual Enrollment will be conducted again in Spring 2014 (Walters)
* The Oral Communication Assessment for SPC 1017 and SPC 2023 will be repeated again this Fall. (Walters)
* French 1120, Spanish 1120 and Spanish 1121 will conduct dual-enrolled assessments in Fall 2013. (Walters)

**General Updates**

* New Intercultural Communication (Walters)
* SPC 2023 needs a number change because it is no longer current. (Walters)
* Foreign Language Lab (Holley)
* Summer 2014 French Study Abroad Program ( Holley)

**Announcements**

* Faculty can access the new faculty contract on our Union website. New items of interest include Program Manager Position, Fall/Spring-Summer schedule, Chair Contract, New Pay Option and Sabbatical Leave.
* Faculty creating new syllabi need to check that they are using the latest template with the new heading of Arts, Humanities, and Social Sciences. This document is located in the portal under the Document Manager tab.
* **Department Kudos**

Professor Tonia Eastman presented a paper in London in July.

Professor Myra Walters and Dr. Katie Paschall had a paper accepted to present at the October 2013 Florida Communication Association Conference in Orlando.

Professors Cindy Enslen, Melissa Rizzuto, Rebecca Yost, Jan Klein, and Myra Walters met over summer to revise the Online SPC 2017 course.

Laura Leslie (chair of committee) Katie Paschall, Tonia East and Myra Walters met over the summer to develop the curriculum proposal for an Intercultural Communication Course.

Dr. Holley and Professor Mayoral met with Prof. Walters over the summer to discuss the upcoming foreign language dual enrollemnt assessment.

Dr. Carol O’Roark on the Charlotte campus, Dr. Holley and Professor East recently completed Canvas training and are certified to teach online. They join Dr. Ann Eastman, Professor Walters, Professor Klein, and Professor Enslen, all of whom have already completed Canvas certification.

IV. **Items Tabled (none)**

**V. Action Items (none)**

**VI. Adjournment.** A motion was made to adjourn the meeting. It was seconded and the meeting was adjourned at 3:30 pm. The next meeting is scheduled for Friday, September 13, 2013 from 2:30-4:00 p.m. Michelle Fanslau is identifuing permanent room assignments for department meetings. Location will be e-mailed as soon as it is received.

Minutes submitted by Dr. Ann Eastman